



**Wakefield Elementary School  
Governing Board Meeting Minutes**

November 11, 2015

5:30pm

**Present:**

Julie Fram-Greig - School Principal

Miriam Serré – Teacher

Erin Connell – Parent

Alex Renaud – Parent

Lisa Semenoff – Parent Committee Rep

Lise Gagne – Teacher

Sharon Morrison – Staff

Carrie Hogan – Community Rep

Colleen Gifford – Daycare

Sylvie Pouliotte – Teacher

Martin Fournel – Parent

Stephanie Mullen-Kavanagh – Parent

**Guest**

Pierre Dionne, WQSB School Commissioner

Item	Discussion	Action
<b>Proceedings</b>		
Adoption of Agenda	<b><i>Motion to approve as circulated: Lisa. Seconded: Sylvie. All in favour.</i></b>	<i>Carried</i>
Approval of Minutes	<b><i>Motion to approve minutes of October 14, 2015 as circulated: Sharon. Seconded: Sylvie. All in favour.</i></b>	<i>Carried</i>
E-Votes	<b><i>On November 5, 2015 – Motion to approve PPO’s proposal for a fundraising chili cook-off on November 20, 2015: Lisa Seconded: Steph. All in favour</i></b>	<i>Carried</i>
Voice of the Public	<ol style="list-style-type: none"> <li><b><i>Bringing Syrian families to Ottawa.</i></b> Tara Lawrence (parent) presented on the Wakefield for Refugees Association to sponsor two Syrian families to come to Wakefield. The Association’s goal is to raise \$50K with an interim goal of \$14K by December 31, 2015. Online donation capabilities will be established in the coming days.</li> <li><b><i>Indigenous Cultural activities in curriculum:</i></b> Elizabeth Logue (parent) brought forward a request to have aboriginal/indigenous/inuit art and cultural activities incorporated into the curriculum.</li> </ol>	<p><i>GB to consider WES future role and support</i></p> <p><i>Sylvie/Miriam/Lise to bring forward to Teacher’s Council for discussion</i></p>
<b>New Business</b>		
Anti-Bullying/Anit-Violence Annual Plan 2015-2016	<i>Presentation by Principal Fram-Greig</i> Discussion re: linking parents into the plan to assist their children in resolving conflict and defining “bullying” term and associated	

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	behaviour to ensure consistency of approach. <b>Motion to approve the Anti-Bullying/Anit-Violence Annual Plan 2015-2016 as circulated. Miriam. Seconded: Lisa. All in favour.</b>	Carried
Homework Policy	<i>Presentation by Principal Fram-Greig</i> Homework expectations and objectives. General discussion.	<i>Principal Fram-Greig to reframe as an information item before emailing to parents.</i>
Trottibus Project	<i>Presentation by Martin Fournel</i> A free project offered by the Canadian Cancer Society. Would require volunteer resources to launch.  Discussion re: engaging the senior community; linkages with Youth Centre; routes; liability and accountability.	<i>Martin to present to PPO for their engagement.</i>  <i>Next steps: survey parents for interest and volunteers</i>
Success Plan Targets 2015-2016	<i>Presentation by Principal Fram-Greig</i> General discussion.	
Anti-Bullying/Anti-Violence – Tell Them From Me survey data Presentation	<i>Presentation by Principal Fram-Greig</i> Based on results presented from the “Tell Them From Me” survey, WES students indicated severity of bullying increased however overall incidence of bullying has diminished. WES average below the Canadian average. Percentage of reporting of incidents by the children has increased.	
Fundraising - Purpose and Targets	<i>Presentation by Principal Fram-Greig and Erin</i>  Given timing of upcoming proposed PPO events, PPO is looking to GB to provide direction on what is the fiscal target for this year’s fundraising activities and what activity will the funds support.  <b>Motion to approve the Holiday sale with proceeds divided at 50% to Wakefield for Refugees and 50% to the Guatmalan Daycare Project: Steph. Seconded: Miriam. All in favour.</b>  <b>Motion to approve the selling of the Be Local. Buy Local coupon books: Sylvie. Seconded: Colleen. All in favour.</b>	<i>School Council to provide a list of items requiring fundraising support and the fiscal target for this academic year in advance of the the next PPO meeting.</i>  Carried  Carried
<b>Standing Reports</b>		
Community Rep	Bulletin boards updated in front hallway of school, including library hours.  Principal Fram-Greig and Carrie to discuss what holiday items to be put on the bulletin boards.	
PPO Rep	3 event proposals anticipated for upcoming vote/decision	

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School Commissioner	<p>Enrolment in WQSB up by 200 students this year. 45 new elementary teachers and 22 secondary teachers have been hired.</p> <p>Attending various political meetings with other English school boards.</p> <p>2 upcoming policies for consultation: transportation policy and video surveillance policy.</p> <p>Planning committee coming soon subsequent to Minister Blais' bill in the coming weeks.</p>	
Parent Committee	<p><u>General Information</u></p> <p>New to the Parents' Committee is a representative from the WQSB Management Team. This year's representative is WES principal Julie Fram-Greig.</p> <p>Most other roles have remained the same. Once again, Rhonda Boucher (Poltimore School) was chosen as chair person.</p> <p>PC is hoping to put together a training session for GB members some time in November. New GB members are strongly encouraged to attend. (Due to job action this session would only be for parents.)</p> <p>The WQSB Planning and Review Committee has, once again, been given the mandate to review possible school reorganizations (amalgations, boundary changes, etc)</p> <p><u>Reminders and Action Items</u></p> <p>1)Every GB is asked to select a SEAC representative. (This person can either be a GB member or another parent.). This person would interface between the WQSB SEAC Committee and the school GB.</p> <p><i>At this year's first SEAC meeting on Sept 16/15 there were 33 parents in attendance!</i></p> <p>2)Every school is reminded to distribute information about and passwords for the LEARN network.</p> <p>3)Every school is supposed to have 2 binders available for reference:</p> <p>A) A Parents' Committee binder with an up-to-date collection of WQSB policies, rules and regulations as well as the Parents' Committee's Handbook</p> <p>B) A Governing Board binder with an up-to-date collection of school level information, policies, rules and regulations (N.B. Julie and Lisa have spoken. WES is one of many schools that does not currently have them.) Both of these binders are intended as important reference materials, especially for new members.</p>	<p><i>Lisa will work this year on putting these together in either an electronic or paper format.</i></p>

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Special Projects and Playground	Nothing to report	
Principal	<p>No update to report on union negotiations.</p> <p>December 1, 2, 3 not confirmed as strike days for teachers at this time.</p> <p>Support staff may strike on a date, yet to be determined.</p> <p>Report cards and parent/teacher interviews to go ahead as originally planned.</p> <p>Working on budget preparations.</p> <p>Approval received for a Homework (\$10,976) and Wellness (\$500) Grant.</p>	
Teachers	Appreciative of all the support received during collective bargaining.	
Daycare	<p>Presentation of projected budget for 2015-2016.</p> <p><b><i>Motion to adopt the daycare budget of 2015-2016: Lisa. Seconded: Sharon. All in favour.</i></b></p>	<i>Carried</i>
Support Staff	Awaiting vote on collective bargaining action.	
<b>Adjournment</b>		
Adjournment	<b><i>Motion to adjourn at 7:29: Martin. Seconded: Colleen. All in favour.</i></b>	<i>Carried</i>