



**Wakefield Elementary School
Governing Board Meeting Minutes**

October 14, 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

Colleen Gifford – Daycare

Sylvie Pouliotte – Teacher

Martin Fournel – Parent

Stephanie Mullen-Kavanagh – Parent

Absent:

Carrie Hogan – Community Rep

Item	Discussion	Action
Proceedings		
Adoption of Agenda	Motion to approve: Lisa. Seconded: Martin. All in favour. Carried.	
Approval of Minutes	Colleen noted that the GB budget line item is for GB business only and could not be donated to the school. Minutes will be amended. Motion to approve as amended: Sharon. Seconded: Martin. All in favour. Carried.	Erin will amend minutes & post on web
New Business		
Governing Board 2015/16	<p>Lisa Semenoff volunteered to continue to serve as Parent Committee Rep at the Annual General Meeting, as the WQSB required the position to be filled by October 1, 2015.</p> <p>The other parent positions are as follows:</p> <ul style="list-style-type: none"> • Alex – PPO Rep • Martin – Playground Committee Rep & Special Projects • Stephanie - Secretary • Erin – Chair <p>Erin will send out proposed meeting dates for the rest of the year electronically.</p> <p>Erin introduced the rules of internal management that are used to guide GB roles and responsibilities. The logo and motto will be replaced and</p>	<p>GB will set meeting dates</p> <p>Erin will amend rules of internal management & post on web</p>

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	<p>more generic language used on meeting times.</p> <p>Motion to approve as amended: Colleen. Seconded: Martin. All in favour. Carried.</p>																																									
GB Annual Report	<p>The annual report will be provided to the WQSB.</p> <p>Motion to approve: Miriam. Seconded: Lisa. All in favour. Carried.</p>	Erin will forward annual report to Julie.																																								
Delegation of authorities	<p>The GB is responsible for approving fundraising activities and events for the school, approving school day trips and other types of functions during school hours. However, several GBs delegate these authorities to the school principal for a level of efficiency.</p> <p>Motion that the WES GB delegate to the Principal the responsibility to approve day trips from school and to approve minor fundraising projects: Sharon. Seconded: Sylvie. All in favour. Carried.</p>																																									
Gym & MPR rentals	<p>Rentals are \$35 per hour and the WQSB collects 20%.</p> <p>Motion to approve rentals 1-9 as itemized below with remaining proceeds going to WES operations: Sylvie. Seconded: Lisa. All in favour. Carried.</p> <table border="1" data-bbox="391 863 1243 1352"> <thead> <tr> <th></th> <th>Date and Time</th> <th>Club</th> <th>Dates of rental</th> </tr> </thead> <tbody> <tr> <td>1</td> <td>Monday 7:00-9:00pm</td> <td>Volleyball</td> <td>Sept 14-Dec 14</td> </tr> <tr> <td>2</td> <td>Tuesday 6:10-7:15pm</td> <td>Sparks (Multipurpose Room)</td> <td>Sept 15-June 14, 2016</td> </tr> <tr> <td>3</td> <td>Tuesday 6:30-8:00pm</td> <td>Soccer</td> <td>Oct 27-Dec 15</td> </tr> <tr> <td>4</td> <td>Tuesday 6:15-7:30pm</td> <td>Soccer La Peche</td> <td>Jan 5-Feb 25</td> </tr> <tr> <td>5</td> <td>Wednesday 6:10-7:45pm</td> <td>Girl Guides (Multipurpose Room)</td> <td>Sept 16- June 1, 2016</td> </tr> <tr> <td>6</td> <td>Wednesday 7:00-9:00pm</td> <td>Badminton</td> <td>Sept 2 – Dec 16</td> </tr> <tr> <td>7</td> <td>Thursday 6:00-8:00pm</td> <td>Soccer La Peche</td> <td>Nov 3- Dec 10</td> </tr> <tr> <td>8</td> <td>Thursday 6:15-7:30pm</td> <td>Soccer La Peche</td> <td>Jan 5-Feb 25</td> </tr> <tr> <td>9</td> <td>Thursday 8:00-9:30pm</td> <td>Basketball</td> <td>Oct 1- Dec 17</td> </tr> </tbody> </table>		Date and Time	Club	Dates of rental	1	Monday 7:00-9:00pm	Volleyball	Sept 14-Dec 14	2	Tuesday 6:10-7:15pm	Sparks (Multipurpose Room)	Sept 15-June 14, 2016	3	Tuesday 6:30-8:00pm	Soccer	Oct 27-Dec 15	4	Tuesday 6:15-7:30pm	Soccer La Peche	Jan 5-Feb 25	5	Wednesday 6:10-7:45pm	Girl Guides (Multipurpose Room)	Sept 16- June 1, 2016	6	Wednesday 7:00-9:00pm	Badminton	Sept 2 – Dec 16	7	Thursday 6:00-8:00pm	Soccer La Peche	Nov 3- Dec 10	8	Thursday 6:15-7:30pm	Soccer La Peche	Jan 5-Feb 25	9	Thursday 8:00-9:30pm	Basketball	Oct 1- Dec 17	
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Homework and Wellness Proposals	<p>These two grants are available every year.</p> <p>WES is applying for a Homework Grant of \$10,976 to cover salary costs to support early intervention in English and French. WES is also applying for a \$500 Wellness Grant to bring in a dietician to discuss nutrition and healthy eating with Cycle 3.</p> <p>Motion to approve the Homework and Wellness grant proposals: Martin. Seconded: Sharon. All in favour. Carried.</p>	Julie will submit proposals																																								
Math club proposal	<p>Proposal from a parent to run a math enrichment club for grades 1-2 during Friday lunch time. Club would be offered for a suggested donation of \$20 for the Wakefield Emergency Fund.</p> <p>Motion to approve the math club proposal: Lisa. Seconded: Colleen. All in favour. Carried.</p>																																									

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School Success Plan	<p>Objectives 1-3 are common across the WQSB. WES meets or exceeds all board-level results. Results indicate that WES has a strong FSL program. 2015-16 targets may be adjusted.</p> <p>We will have a more detailed conversation at the next GB meeting on bullying in the context of approving the anti-bullying plan.</p> <p><i>Motion to approve the school success plan: Lisa. Seconded: Alex. All in favour. Carried.</i></p>	
Code of conduct	<p>Members agreed that “WES: Our Pledge” is clear and positive and of value to students and staff alike.</p> <p>Minor revisions suggested for school discipline policy concerning access to social media sites (and not just Facebook) and including e-cigarettes on list of prohibited tobacco products. Confirmed that prohibited headgear did not include religious dress.</p> <p><i>Motion to approve the code of conduct: Stephanie. Seconded: Martin. All in favour. Carried.</i></p>	School will send letter and supporting documents to parents
Playground update and PPO Fundraising	<p>All fundraising efforts last year went towards the playground. To-date, the cumulative amount raised for the playground is \$31,000, well over our \$25,000 target. Julie is proceeding with the application for the Ministry’s Embellissement des Cours d’école grant. If we are approved, then the school board and the Ministry will match our \$25,000 to give us a total of \$75,000. The application is due October 23 and we will learn of the results in January.</p> <p>The Playground Committee has proposed an extension south to the area that is bordered by Sully Road and Riverside Drive. The goal of this first phase of work is to have a larger field which is attached to the current one so that there is more room for our students to play in. This involves building a small access road from Sully, clearing the area, putting in fill, then marrying the new field with the existing playground. However, because some of the area is wetland, an environmental assessment must be done, the results of which may impact cost and plans. The assessment was done in September; we are waiting for the results.</p> <p>In light of this, GB is uncertain whether fundraising proceeds will be required for the playground or could be put to better use elsewhere. In the interim, teachers and staff will discuss possible fundraising targets with School Council and return to GB with proposals.</p> <p>PPO should be encouraged to continue to plan fundraisers and events.</p>	Teachers will report back to GB based on School Council discussion.
Standing Reports		
Principal	<p>Negotiations between the teachers’ union and province continue. October 26 is a confirmed strike date with additional dates currently being planned for November and December.</p> <p>The school’s drinking water was approved for consumption on September 4, 2015.</p>	Julie will share water test results with parents.

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	<p>Several clubs continue to run: violin, guitar, art, chess, math. Parent volunteer police checks have not been a problem this year.</p> <p>A school assembly is planned for this Friday at which the new school logo will be revealed. Suggestion to ensure logo is bilingual.</p> <p>The school budget was balanced at the beginning of the school year but there is nothing more recent due to a backlog at the WQSB office.</p>	
Teachers	<p>A very smooth start to the school year.</p> <p>Terry Fox walk raised about \$300.</p>	
Daycare	<p>Provincial funding for daycare has decreased significantly. The grant per child has decreased by \$300 and funding is no longer provided for PD Days. There is a real chance that daycare will run a deficit this year.</p> <p>There are 135 students in the daycare program. Ski club is on for January.</p>	
Support staff	<p>Also a good start to the school year. Happy to welcome three new aides.</p> <p>The union representing support staff will vote on a strike mandate tomorrow. Colleen is the school's union representative.</p>	
PPO	<p>First PPO meeting of the year scheduled for October 19.</p> <p>Halloween party will take place the afternoon of Friday, October 30.</p>	
Parent Committee	<p>First meeting of the year scheduled for October 26.</p>	
Adjournment		
Adjournment	<i>Motion to adjourn at 7:25: Colleen. Seconded: Miriam. All in favour. Carried.</i>	