

**Wakefield Elementary School
Governing Board Meeting Minutes**

May 13, 2015

5:30pm

Present:

Julie Fram-Greig - School Principal
Miriam Serré- Teacher Rep
Erin Connell – Chair
Elizabeth Logue – PPO Rep
Lisa Semenoff – Parent Committee Rep

Lise Gagne – Teacher Rep
Carrie Hogan- Community Rep
Colleen Gifford – Daycare Rep

Absent:

Sharon Morrison – Staff Rep
Martin Fournel – Parent

Sylvie Pouliotte – Teacher Rep
Dayna Vadneau – Secretary

Guest:

Jen Hamilton - Parent

#	Item	Discussion	Action
Proceedings			
1	Adoption of Agenda	'Playground Update' added. Motion to approve with the addition: Elizabeth. Seconded: Miriam. All in favour. Carried.	
	Approval of Minutes	Correction on spelling of 'Pouliotte'. Under 'New Business Arising' 'For information:' 'The municipality will extend the 30km zone ' Add...'along Riverside to Sully Road (the boundary of WES property).' Motion to approve as amended: Lise. Seconded: Elizabeth. All in favour. Carried.	
Voice of the public			
2	Voice of the public	Jen Hamilton presented information on a system of student self regulation developed by the Canadian Self Regulation Institute. School boards in BC and the Yukon are currently piloting programs using these methods. The methods are based on teachers helping to lead students to manage their own feelings school wide. Jen will forward some web links to the school. Jen is interested in communicating with like minded parents about this and other topics.	
New Business			
3	New Business Arising	For approval - 2015-16 School Fees School fees have been adjusted to reflect a minor increase in costs. The administration will try to reduce the amount of paper distributed to parents at the beginning and end of the year by providing parents with more web links and more information electronically. School activity fees will no longer be charged at the beginning of the year but will be charged as the activities arise. Motion to approve: Colleen. Seconded: Elizabeth. All in favour. Carried.	

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		<p>For approval - Gym Rental Basketball Camp July 6-10, 2015, 9:30-11:30am for a total of 10 hours at a cost of \$344.92. Motion to approve: Miriam. Seconded: Lise. All in favour. Carried.</p> <p>For approval - Revised Procurement Policy Erin and Lisa updated the current policy to make it more efficient. The policy now only applies to procurement of goods and services valued over \$100. Motion to approve: Colleen. Seconded: Elizabeth. All in favour. Carried.</p> <p>For information - 2015-2016 School Calendar No issues</p> <p>For information - Teaching Excellence Awards Julie presented information about the awards. Deserving teachers at Wakefield School will be considered for nomination. Anyone can nominate a teacher.</p> <p>For discussion/update - Mission-vision exercise Julie was very pleased with the work of the ad hoc mission-visioning committee. In June each class in the school will choose school colours and a logo. The ad hoc committee will choose the best one of these per cycle. A student vote will determine the final choice.</p> <p>For discussion/update - School Gym Status There is still no agreement between the municipality and the WQSB. Therefore Wakefield School continues to rent its facilities to various groups. Group events must fit into current custodial hours. Pricing may increase in September to better reflect the current market pricing.</p> <p>Playground Committee Update Discussions are continuing. There are no new developments.</p> <p>For discussion/update - Hot Lunch/Pizza Survey results indicate a strong interest in continuing the hot lunch and pizza programs. Sharon Kopil and Sandra Bourne remain committed to running the pizza program. Some concerns were expressed about the portion size and content of the current hot lunch program. The Hot Lunch/Pizza Committee is putting together a package for potential suppliers.</p> <p>Approval - Governing Board Budget 2014-15 Every year GB receives a small budget to assist in its work. Often part of this is used to provide the GB members with a small meal at the June meeting as a token of appreciation for GB members' dedication and generous volunteering. Motion to use allotted GB funds to buy Shawarma, falafels and non-gluten alternatives for the June meeting: Elizabeth. Seconded: Lisa. All in favour. Carried.</p>	

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Standing Reports			
4.1	Community Rep	The Way and the Wakefield Library will pass along monthly events sheets for posting on school bulletin boards.	
4.2	Parent Committee Rep	<p>WQSB Parents' Committee Meeting, Monday, April 20th, 2015</p> <p>1) WQSB Commission Chair Jim Shea addressed the Parents' Committee stating that the School Commission is committed to having a dialogue process in the public forum and to finding solutions to anticipated budgetary challenges. The Commission is looking for the commitment of members of the PC to be a part of this process. The Commission will be open, transparent and keep talking to parents. It is important that English school boards remain active and connected in their communities as they are the only body that is elected by the English speaking community.</p> <p>2) Parents' Committee requested that WQSB initiatives: Music Makers, Destination Imagination, English Debating, L'oratoire, Le Grand Défi and Mr. E's environmental program all continue to receive funding. (Local Home and School Associations have decided to fund raise for these if necessary.)</p> <p>3) The Open House presentation was excellent. Turn out could have been better.</p> <p>4) The WQSB is looking into attracting more international students.</p> <p>5) Special Education. Lester B. Pearson School Board gives special kits to parents of special education students. Montreal's English school boards are cooperating with Montreal's French school boards to advocate for special education services in Quebec.</p> <p>6) EPCA (English Parents' Committee Association) now has a new vice-President Ms. Rhonda Boucher from the WQSB's Parents' Committee. EPCA has been asked to provide a representative to the Conseil supérieur de l'éducation (CSE). The CSE periodically surveys parents' committees and parents regarding fees and programs.</p> <p>7) News from other schools:</p> <p>A) Farm Credit Canada provides money for school playgrounds.</p> <p>B) Students at Lyndsay Place in association with Buckingham Elementary</p>	

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		are fund raising for the SPCA by selling homemade doggy treats called "Bark Bites".	
4.3	PPO Rep	<p>1) Walk-a-thon - Wednesday, May 27, 2015. PPO has approached local businesses for donations of fruit and supplies.</p> <p>2) PPO looking into how to better coordinate the PPO newsletter</p> <p>3) End of Year Picnic - June 23 (last day of school). PPO will put together an event plan and budget. It should start at 11:30. Parents will bring a picnic and have desserts to share.</p> <p>4) PPO continues to focus on finding the best ways to improve parent engagement.</p>	
4.4	Principal	<p>1) Tables, chairs, library shelves and a portable stage have all been purchased. The stage is designed to be configured a number of different ways. It can also be added to later if necessary.</p> <p>2) The school budget should be balanced at the end of the fiscal year.</p> <p>3) There is currently \$28,935.27 in the playground account. (\$18,935.27 was raised this year.). WES will be applying for an "Embellissement des cours d'école" grant for playground improvements.</p> <p>4) Daycare's budget is running a small deficit of \$5000.</p>	
4.5	Teachers	<p>ELA, French and Math exams are starting for grades 4,5 and 6. Julie will send out an information sheet and exam schedule to parents.</p> <p>Field Trips and activities: Cycle 1 - Art Gallery Cycle 2 - St. Bridget's Camp K-5 Museum of Canadian History and Museum of Nature. Grade 6 - overnight trip with Mr. E Grade 1's are felting</p>	
4.6	Daycare Rep	<p>Daycare is running a pilot project this year. Students start out playing and then break up into multi-age groups centering around 3 different themes - Birds, Nature, Water. (These were chosen by students at the beginning of the year.). Theme work has included: PH testing of water (toilet and drinking), a worm aquarium, volcano building, building bird houses and bird baths, etc. The groups switch their theme every 2 weeks. The program has been very popular and will be continued next year.</p> <p>Daycare will go to the Biodome and Insectarium in Montreal on PD day May 29.</p> <p>'Aladdin' Update - The play is going well. Performances will be held June 4 and 5.</p>	
Adjournment			
5.0	Adjournment	<i>Motion to adjourn at 7:29: Lisa. Seconded: Miriam. All in favour. Carried.</i>	