



École Wakefield School

**Governing Board Meeting Minutes
Wednesday, June 3, 2020**

Present:

Julie Fram-Greig - School Principal
Bronwyn Rayfield – Parent/Secretary
Stephanie Mullen-Kavanagh – Parent/Chair
Sarah McGuire – Daycare/Support Staff
Talia Kelly – Teacher
Sara Conway – Teacher
Emily Parker – Teacher
Sarah-Marie Clarke – Parent/WHESA rep

Absent:

Jacqueline Corado – Community rep
Pierre Dionne – WQSB School Commissioner
Martin Morissette – Parent
Line Menard – Parent/Parent committee rep

ITEM	Discussion	ACTION
OPENING BUSINESS		
Role Call	Motion: THAT quorum be confirmed, and the meeting be called to order at 5:38pm.... Moved: Sarah M, Seconded: Sara C. All in favour.	<i>CARRIED</i>
Agenda	Motion: THAT the June 3, 2020 agenda be approved as presented ... Moved: Sara C., Seconded: Talia. All in favour.	<i>CARRIED</i>
STANDING ITEMS		
GB Planning Calendar	Tabled (The file was corrupted and needs to be repaired)	
Rentals	<i>No rentals to approve Refunds being issued to groups that had prepaid for the year</i>	
Approvals: Field Trips/Assemblies, etc	No field trips to approve	
Proposed Budget 2020-2021	Motion: THAT the Proposed Budget for 2020-2021 be approved as presented... Moved: Sarah-Marie, Seconded: Talia. All in favour.	<i>CARRIED</i>
Electronic Votes	None	
GB Minutes	Motion: THAT the February 5, 2020 meeting minutes be approved as presented... Moved: Talia, Seconded: Emily. All in favour.	<i>CARRIED</i>
Voice of the Public	None	

NEW BUSINESS		
WES School Calendar 2020-2021	Motion: THAT the WES School Calendar 2020-2021 be approved as amended.... Moved: Sara C., Seconded: Sarah-Marie. All in favour.	<i>CARRIED</i> <i>Amendment: fix the date of January 6.</i>
Subject-time allocation 2020-2021	Motion: THAT the Subject-time allocation 2020-2021 be approved as presented.... Moved: Sarah M., Seconded: Emily. All in favour.	
WES Staffing needs 2020-2021	Motion: THAT the WES Staffing needs 2020-2021 be approved as presented.... Moved: Sara C., Seconded: Sarah M. All in favour.	
WES School supplies list 2020-2021	Motion: THAT the WES School supplies lists be approved as amended.... Moved: Sara C., Seconded: Emily. All in favour.	<i>CARRIED</i> <i>Amendment: Add caveat that the list may change and add date that the list was approved.</i>
AGM September 10, 2020 Potentially virtual	Motion: THAT the AGM will tentatively be held on September 10, 2020 either in person or virtually.... Moved: Emily, Seconded: Sara C. All in favour.	<i>CARRIED</i>
GB Allocation 2019-2020	Motion: THAT the GB Allocation 2019-2020 (\$291.78) be donated to the year end awards.... Moved: Sara C., Seconded: Talia. All in favour.	<i>CARRIED</i>
WQSB Volunteer award nomination 2020	Motion: THAT Maria Garasa be the nominee for the volunteer award 2020.... Moved: Sarah-Marie, Seconded: Talia. All in favour.	<i>CARRIED</i>
School fees 2020-2021	Tabled until the fall	
Criteria for School Principal	Motion: THAT the Criteria for School Principal be approved as presented.... Moved: Talia, Seconded: Sarah-Marie. All in favour.	<i>CARRIED</i>
STANDING REPORTS		
Principal	<p>-Covid-19 Update</p> <ul style="list-style-type: none"> • Communication with parents • Current situation- 14-16 students, most staff on rotating schedule (some exemptions who are teleworking) • Protocols, building set up, PPE and cleaning supplies • Planning for the fall <p>-Playground update: over the summer, they are going to start working on the yard- removing the red chalet, moving the geothermal system into the school, levelling the upper playground in stages and moving the structures up, new fencing and retaining wall in areas. Work will continue to mid-October.</p> <p>-K4 Program- Wakefield was approved for a K4 program next year! This is a ministry funded program- one class of 17 students. Registration occurred May 18- 16 students, one on wait list</p>	

	<p>-Nespresso machine for Teacher Appreciation week- thank you Nespresso!</p> <p>-Follow up: cross walk – no news; high school students at WCC for bus transfer- meeting went well with municipality, still working out end of day plan but likely will go ahead before the end of this year</p> <p>Budget updates- library grant was spent; most other spending has stopped- salaries still coming out, no daycare revenues collected, reimbursements happened for hot lunch, pizza, school fees, noon hour supervision, daycare</p>	
WEHSA REP	<p>-Provided update on WEHSA accounts and Roots of Empathy accounts (\$14,000 and \$3500 respectively)</p> <p>-currently working on grade 6 yearbooks and t-shirts</p> <p>-starting to think about WEHSA membership for next year (how to register, expected numbers etc)</p>	
Daycare/Support Staff	<p>-3 PD days in February</p> <p>-Helped pack up students' schoolwork, school supplies, and personal items for pickup</p> <p>-Set up school for 2m physical distancing</p> <p>-3 kids currently attending daycare</p> <p>-monitoring hallways during the day</p>	
School Commissioner	None	
Teachers	<p>Our last in-person School Council Meeting was March 10, 2020.</p> <p>We discussed the Subject-Time Allocation and passed the document as presented.</p> <p>Discussed Talent Show and other events that had to be cancelled for the time being.</p> <p>Approved the 20-21 Calendar as presented by Julie.</p> <p>-We used the May 11 PD Day to finish moving furniture and setting up our classrooms to allow for social distancing.</p> <p>-Each classroom has the necessary sanitizing and PPE equipment.</p> <p>-There are 5 classrooms currently being used, as our numbers are low. There are between 3 and 5 kids in each class, with numbers staying pretty steady over the past few weeks.</p> <p>-Teachers are in teams of 3 and are working on a rotation of "main teacher", who is with the children for the day, "support teacher" who takes students out for recesses and continues planning and implementing on-line learning, and the third teacher teleworks. The system is working well.</p> <p>-We used the May 22nd PD day to complete student IEPs for next year.</p> <p>Upcoming: Grade 6 teachers, along with Ms Greig are currently</p>	

	discussing and planning how to celebrate the graduating class, while respecting the necessary health and safety protocols.	
Parent Committee Rep	None	
SEAC Committee Rep	NA	
Community Rep	None	
Adjournment	Motion: That the meeting adjourn at 6:58pm... Moved: Sara C., Seconded: Sarah M. All in favour.	<i>CARRIED</i>