



École Wakefield School
Governing Board Meeting Minutes
Wednesday, October 30, 2019

Present:

Julie Fram-Greig - School Principal
 Line Menard – Parent/Parent committee rep
 Martin Morissette – Parent
 Bronwyn Rayfield – Parent/Secretary
 Stephanie Mullen-Kavanagh – Parent/Chair
 Linda Spallin – Support Staff
 Sarah McGuire – Daycare
 Talia Kelly – Teacher
 Sara Conway – Teacher
 Emily Parker – Teacher

Absent:

Sarah Clarke – Parent/WHESA rep
 Pierre Dionne – WQSB School Commissioner
 Jacqueline Corado – Community rep

ITEM	Discussion	ACTION
OPENING BUSINESS		
Role Call	Motion: THAT quorum be confirmed, and the meeting be called to order at 5:34 pm... Moved: Talia, Seconded: Martin. All in favour.	<i>CARRIED</i>
Agenda	Motion: THAT the October 30, 2019 agenda be approved as amended ... Moved: Bronwyn, Seconded: Sarah M. All in favour.	<i>CARRIED</i> <i>Amendments: Add daycare budget after K4</i>
Ratification of AGM September 26, 2019 motions and de-brief of AGM meeting.	Motion: THAT the AGM Sept. 26, 2019 be approved as presented... Moved: Talia, Seconded: Martin. All in favour. The WES GB Meeting Calendar was adopted as presented: Moved by: Line Seconded: Martin The WES GB Meeting Calendar be shared with WESHA: Moved by: Line Seconded: Bronwyn Jaqueline Corado was appointed as the non-voting Community Representative on WES Governing Board. Stephanie Mullen-Kavanagh was appointed as Chair of Governing Board 2019-2020.	<i>CARRIED</i>
New Meeting Protocols	Made several items standing items	
STANDING ITEMS		

GB Planning Calendar	Motion: THAT the GB 2019-2020 Calendar be adopted, as amended... Moved: Sara C., Seconded: Talia. All in favour.	<i>CARRIED</i> <i>Amendments: Change GB meeting from Nov 20 to Dec 4</i>
GB Minutes	Motion: THAT the June 10, 2019 meeting minutes be approved as presented... Moved: Talia, Seconded: Line. All in favour.	<i>CARRIED</i>
Rentals	None	
Approvals: Field Trips/Assemblies, etc	Motion: THAT the Grade 6 Grad Gift Card Fundraiser - FundScrip event proposal be approved in principal with the suggestion that the dates be extended Moved: Talia, Seconded: Emily. All in favour.	<i>CARRIED</i>
	Motion: That the Wakefield Christmas Market, HolidayWreaths, and Samko & Miko Toy & Book Warehouse Sale event proposals be approved as presented... Moved: Marty, Seconded: Sarah M. All in favour.	<i>CARRIED</i>
	Motion: That the Grade 6 field trips to Mr E.'s cabin [6A (Ms Kelly November 5-6) and 6B (Mme Serré November 7-8)] be approved as presented... Moved: Emily, Seconded: Sarah M. All in favour.	<i>CARRIED</i>
	Motion: THAT the assemblies (Appendix 1) be approved as presented... Moved: Talia, Seconded: Sara C. All in favour.	<i>CARRIED</i>
Budget 2019-2020	Julie presented the budget 2019-2020	
Electronic Votes	Motion: THAT the Grade 6 Bake sale during the Talent Show on May 31st be approved as presented... Moved: Lisa, Seconded: Talia. All in favour.	<i>CARRIED</i>
	Motion: THAT the Education Project for WES be approved in principle as presented on May 27, 2019 with the caveat that further amendments may be required in the fall of 2019... Moved: Lisa, Seconded: Talia. All in favour.	<i>CARRIED</i>
Voice of the Public	None	
NEW BUSINESS		
Appointment of GB Positions for 2019-2020	Motion: That Bronwyn Rayfield be appointed as Secretary of Governing Board 2019-2020. Moved: Sarah M, Seconded: Talia. All in favour.	<i>CARRIED</i>
	Motion: That Line Menard be appointed as Parent Committee Representative of Governing Board 2019-2020. Moved: Sarah M, Seconded: Talia. All in favour.	<i>CARRIED</i>
	Motion: That Sarah Clark be appointed as WHESA Representative of Governing Board 2019-2020. Moved: Talia, Seconded: Line. All in favour.	<i>CARRIED</i>

GB Rules of Internal Management 2019-2020	Motion: THAT the GB Rules of Internal Management 2019-2020 be approved as presented... Moved: Line, Seconded: Martin. All in favour.	<i>CARRIED</i>
GB Minutes June 10, 2019	Motion: THAT the June 10, 2019 meeting minutes be approved as presented... Moved: Talia, Seconded: Line. All in favour.	<i>CARRIED</i>
WES Annual Report 2018-2019	Motion: THAT the WES Annual Report for 2018-2019 be adopted as presented.... Moved: Talia, Seconded: Sara C. All in favour.	<i>CARRIED</i>
Emergency Preparedness Plans (school and Kool Kids daycare) 2019-2020	Motion: THAT the WES Emergency Plan 2019-2020 be adopted as presented... Moved: Martin, Seconded: Bronwyn. All in favour. Motion: THAT the Emergency Plan for WES KoolKids daycare 2019-2020 be adopted as presented... Moved: Talia, Seconded: Emily. All in favour.	<i>CARRIED</i> <i>CARRIED</i>
K4 Program Budget 2019-2020	Motion: THAT the K4 Program Budget 2019-2020 be adopted as presented... Moved: Line, Seconded: Talia. All in favour.	<i>CARRIED</i>
Daycare Budget 2019-2020	Motion: THAT the initial budget for daycare be adopted as presented... Moved: Talia, Seconded: Sara C. All in favour.	<i>CARRIED</i>
WES School Grants for 2019-2020	Motion: THAT the WES School Grants for 2019-2020 be adopted as presented... Moved: Line, Seconded: Martin. All in favour.	<i>CARRIED</i>
Motion: THAT the meeting be extended... Moved: Talia, Seconded: Line. All in favour.		<i>CARRIED</i>
School Success Plan 2019-2020	Julie presented the WES School Success Plan 2019-2020. -Scorecard Report 2019-20 -Wakefield MESA updated Report Oct 2019	
STANDING REPORTS		
Principal	<p>1. Population and staff changes- 324 is the official Sept 30th count- includes K4 + home schoolers; Staff: Shirley Lefebvre, Kayla Broom, Debbie Dunn, Samantha Winsor, Jan Alisappi and Amy Frost, Manon Roux, Monique Camirand</p> <p>2. Updates from board- ACGC curriculum (Academic Career Guidance Content) is mandatory this year.</p> <p>3. K4 Program- started first day of school and on the same schedule as the school this year; 24 students- program is capped and no changes to number of days this year. Fees charged to parents calculated at \$23 per day- salaries of teachers and aides. 2x 60% teachers + one 25 hour/week attendant in the program. Daily enrolment from 16-22 per day.</p> <p>4. Grant application to the Municipality for ice time at</p>	

	<p>Masham arena + bussing- \$5000</p> <p>5. Budget update-operational and daycare budgets - review</p> <p>6. Roots of Empathy has started- walkathon raised \$8000 to support the program</p> <p>7. Issues raised with the Municipality: request made for flashing crosswalk but will not be considered until next year's budget; concerns with increased volume of traffic in front of the school, especially with new housing development on Elmdale and new gas station at the corner; request made from the school board to have the high school students transfer at the community centre</p> <p>8. Consultation with feeder schools and Hadley + St Michael's about creating boundaries for the two high schools in our area- Nov 5 at St Mikes, Nov 12 at Hadley</p>	
WEHSA REP	None	
Daycare/Support Staff	<p>PD Days: Flying Squirrel/Cosmic – Oct</p> <p>Nov 3 PD Days – yoga with Lori, Skating, Museum of Nature</p>	
School Commissioner	<p>Bill 40 bill to change the school structure in the province. By Feb all school boards will be replaced by boards of directors of service centers – only for French school boards</p> <p>Pierre will circulate high level info to governing board</p>	
Teachers	<p>Events/Info</p> <p>G1→ Roots of Empathy babies visited on October 23</p> <p>G6→ Visit to Supreme Court on October 3rd; Friday</p> <p>October 11 Soccer Tournament in Quyon for Grade 6s</p> <p><i>Whole School</i></p> <p>September 13 School Photos</p> <p>September 20 PD Day Gender Identity Workshop CCGSD</p> <p>September 26 Open House Format, variety of turnout depending on grade, time slot.</p> <p>September 27 Terry Fox raised 1,124 \$</p> <p>September 30th Orange Shirt Day Assembly run by Nathalie Coutou</p> <p>October 1st Assembly to introduce Course for Courage (Mr DeFranco & Mr DaSilva) and to introduce Gratitude as the virtue of the month for October (Grade 6s)</p> <p>October 4th Cross Country Race in Papineauville</p> <p>October 25 FACET PD for teachers</p> <p>October 29 Pyjama Day and Peace Assembly</p> <p>Fire Drill 2 Practice (one with FD)</p> <p>Upcoming</p> <p>G6 → Football on Nov 1 at Lord Aylmer</p>	

	<p><i>Whole School</i> November 11 Remembrance Day Assembly, all grades contributing something to assembly November 14 15 QPAT PD days Interviews on Nov 21-22 PD Day on 22 November 23-24 FSL teachers attending AIM training in Ottawa. Report Cards will week of 18 Artist in the School Marc Walter (Fence Project) more info to come. PALS program Scholastic Book Fair Date TBD</p> <p>List of Assemblies Appendix 1</p>	
Parent Committee Rep	None	
SEAC Committee Rep	NA	
Community Rep	None	
Adjournment	<p>Motion: That the meeting adjourn at 7:45pm... Moved: Talia, Seconded: Line. All in favour.</p>	<i>CARRIED</i>

Appendix 1.



Western Québec School Board Environmental Awareness Activities and Outdoor/Life Skills Program Schedule- 2019-2020 (draft 2)

(Alan Earwaker: email at aeawaker@wqsb.qc.ca) revised: October 28, 2019

<u>DATE</u>	<u>SCHOOL</u>	<u>CYCLE</u>	<u>TEACHER</u>	<u>Program/ Activity</u>	<u>Students</u>
Tues Nov 5	Wakefield School	Cycle 3.2	Talia Kelly	Environmental overnight trip	28 students
Wed Nov 6	Wakefield School	Cycle 3.2	Talia Kelly	Environmental overnight trip	28 students
Thur Nov 7	Wakefield School	Cycle 3.2	Miriam Serre	Environmental overnight trip	23 students
Fri Nov 8	Wakefield School	Cycle 3.2	Miriam Serre	Environmental overnight trip	23 students
Mon Nov 18	Wakefield Elementary	Cycle 2.2	Karen Jones	Hendrick's Park Orienteering with compass	19 students
Tues Nov 19	Wakefield Elementary	Cycle 2.2	Shannon Langlois	Hendrick's Park Orienteering with compass	19 students
Mon Dec 9	Wakefield School	Cycle 1.2	Christine Lapp	Woodworking	20 students
Tues Dec 10	Wakefield School	Cycle 1.2	Emily Parker	Woodworking	20 students
Wed Dec 11	Wakefield School	Cycle 2.1	Helen Vamvakas	Woodworking	20 students
Thurs Dec 12	Wakefield School	Cycle 2.1	Monique Camirand	Woodworking	20 students
Mon Mar 23	Wakefield Elementary	Cycle 2.2	Karen Jones	Hendrick's Park Tree Detectives	19 students
Tues Mar 24	Wakefield Elementary	Cycle 2.2	Shannon Langlois	Hendrick's Park Tree Detectives	19 students
Wed Apr 1	Wakefield Elementary	Cycle 3.2	Miriam Serre	Teambuilding	23 students
Thurs Apr 2	Wakefield Elementary	Cycle 3.2	Talia Kelly	Team Building	28 students
Thur Apr 16	Wakefield Elementary School	Cycle 3.1 (Grade 5A)	Allison Hopper	Environmental overnight trip	23 students
Fri Apr 17	Wakefield Elementary School	Cycle 3.1 (Grade 5A)	Allison Hopper	Environmental overnight trip	23 students
Thur Apr 23	Wakefield Elementary School	Cycle 3.1 (Grade 5B)	Karine Desharnais	Environmental overnight trip	27 students
Fri Apr 24	Wakefield Elementary School	Cycle 3.1 (Grade 5B)	Karine Desharnais	Environmental overnight trip	27 students
Tues June 2	Wakefield Elementary School	Kindergarten	Sara Conway	Hendrick's Park Cooperative scavenger hunt-forest Nature collection Food web study	17 students

				Predator prey games	
Wed June 3	Wakefield Elementary School	Kindergarten	Carla Aubrey	Hendrick's Park Cooperative scavenger hunt-forest Nature collection Food web study Predator prey games	15 students
Mon June 8	Wakefield Elementary School	Cycle 1.1	Darlene Badger	Hendrick's Park Cooperative scavenger hunt-forest Nature collection Food web study Ecology games	23 students
Tues June 9	Wakefield Elementary School	Cycle 1.1	Manon Roux	Hendrick's Park Cooperative scavenger hunt-forest Nature collection Food web study Ecology games	23 students