



Eardley Elementary School

180 North Street ~ Gatineau, Québec ~ J9H 6Y9

☎ (819)684-5955 ~ 📠 (819) 684-1636 ~ 💻 eardley@wqsb.qc.ca

Minutes for Governing Board

Call to Order: A meeting of Governing Board was held on September 30th, 2020 at Eardley Elementary. It began at 6:05pm and was presided over by Tanya McCormick (elected Chairperson) with Hannah Patrick as secretary.

Attendees:

- **In attendance:** Jennifer Davin, Tanya McCormick, Hannah Patrick, Valerie Pinkham, Mirella Berteau, Andrea Gervais, Emily Lance, Karl Lambert, Ky Lee, Robyn Stronach, Roxana Tiron-Baleanu, Samantha Halpin, Gilles Chagnon
- **Guests in attendance included:**
- **Members not in attendance included:** Angela

Agenda Item: Election of Chair, Vice Chair and Secretary

Time: 6:05pm

Notes:

- Parent representative- make vote and majority rules
- Overview of duties
- Samantha and Gilles are non-voting members
 - o If in deadlock, the chair is the decider
- Mirella nominates Tanya for Chairwoman
- Andrea nominates self as Vice-Chairperson
- Hannah will act as secretary

Motion: Samantha motions to elect Tanya McCormick as Chairman

All in favor: Motion carried unanimously

Motion: Samantha motions to elect Andrea as Vice Chairman.

All in favor: Motion carried unanimously

Agenda Item: Protocol for Visitors (Internal Structure) presented by Samantha

Time: 6:10pm

Notes:

- In the chance that a visitor attends the meeting:
 - o Visitors will wait and sit in the galley/virtual waiting room
 - o Muted and unmuted by meeting admin
 - o Call for visitor to speak- 3 minutes to speak
- Dates are published to the community and link to virtual meeting will be sent privately if requested

Motion: Moved by Robyn to approve visitors protocol

Second: Mirella

All in favor: Motion carried unanimously

Agenda Item: Operational Budget/ Grant Allocation & Distribution presented by Samantha

Time: 6:13pm

Notes:

- September 30th- Legal deadline for student registration
 - o Students who come after- school will not receive funding

Principal: Samantha Halpin

School Secretary: Kimberly Teske





Eardley Elementary School

180 North Street ~ Gatineau, Québec ~ J9H 6Y9

☎ (819)684-5955 ~ 📠 (819) 684-1636 ~ 💻 eardley@wqsb.qc.ca

- 21 students enrolled in homeschool
- 29 on medical exception
 - Still counted within our numbers & class lists; school still receives funding for those students
 - Students could come back at anytime
- Every student garters around \$8,000
- Snapshot of budget
 - Sam does not have concrete numbers yet- will come back with new budget layout
- We have not been spending a lot of money
- Under grant allocation we have spent money on resource and support staff (staffing grant)
- Daycare:
 - Government will not subsidize costs
 - Huge drop in daycare- 107 regular students this year
 - 180 students in daycare last year

Agenda Item: School Fees presented by Samantha

Time: 6:20pm

Notes:

- This year because of the COVID pandemic Samantha made executive decision to have one noon hour supervisor per class
 - Total cost is \$179.03 per student for the school year
 - \$179.03- is for parents who do not pay for daycare- not subsidize by the government
 - This is for noon-hour supervision
- Possible options proposed:
 - Parents cover \$100
 - Option to lessen the cost of other areas (ex: sports equipment) to offset costs
 - Families with certain amount of children could pay a flat fee
 - Could have individuals coming and stating they did not choose to have 3 children or were only able to have one child
 - Some uncomfortable with making that call
 - Look at fundraising
- Parents pay \$8.16 a day for each child in daycare
- Every school will be in the red for supervision- a huge concern
 - We will end in a deficit
- School fees will be tabled until October 14th
 - Send email to Sam regarding ideas for school fees

Agenda Item: Home & School presented by Samantha

Time: 6:45pm

Notes:

- Meeting scheduled for October 7th at 7pm
 - Virtual meeting to look at fundraising for upcoming school year
- All events/fundraising will be virtual
- Sam will bring proposals forward to GB for approval



Eardley Elementary School

180 North Street ~ Gatineau, Québec ~ J9H 6Y9

☎ (819)684-5955 ~ 📠 (819) 684-1636 ~ 💻 eardley@wqsb.qc.ca

Agenda Item: Field Trips- Outdoor Ed. presented by Samantha

Time: 6:47pm

Notes:

- No outings by bus
- Organizing senior (grade 3-6) Outdoor Ed trips
 - o Walk to Bouchette forest & hike
- Falls within blanket permission form
- Will be planning outdoor trip for junior classes as well.

Motion: Moved by Valerie to approve outdoor ed. trips

Seconder: Roxana

All in favor: Motion carried unanimously

Agenda Item: Teacher Cycle Report presented by Samantha

Time: 6:48pm

Notes:

- Main focus is on having processes and protocols in place
- A difficult start up to the beginning of the school year for our staff
 - o Our students are resilient
- Renovations: finishing over next couple of weeks- move in dates are October 15th & 16th

Agenda Item: Daycare Report presented by Samantha

Time: 6:52pm

Notes:

- Numbers are down
- Down in educators- 6 groups
- One-on-one support is not given- integrated in groups
- PD day Sept 18th; pirate day- 23 students
- Two PD days coming up Oct 15th & 16th
 - o Science and art day
- Bubbles: students are in their class bubbles within their daycare groups

GB Future Meetings- all through Zoom

- Virtual meeting for school fees: Oct. 14th, 2020 @ 6:30pm
- November 18th, 2020 @ 6:30pm
- January 13th, 2020 @ 6:30pm
- February 10th, 2020 @ 6:30pm
- April 7th, 2020 @ 6:30pm
- May 26th, 2020 @ 6:30pm

Adjournment: Tanya moved the meeting be adjourned, and this was agreed upon at 6:57pm