

## Minutes for Governing Board

**Call to Order:** A virtual meeting of Governing Board was held on Wednesday, September 29<sup>th</sup>, 2021 on Microsoft Teams. It began at 6:33pm and was presided over by Tanya McCormick (elected Chairperson) with Hannah Patrick as secretary.

### **Attendees:**

- **In attendance:** Heather Wilfong, Robyn Stronach, Valerie Pinkham, Andrea Gervais, Natasha Boudreau, Stephanie Tanguay, Jenna Robertson, Asha Boucher, Jennifer Davin, Joanne Labadie, Tanya McCormick, Samantha Halpin,
- **Guests in attendance included:** N/A
- **Members not in attendance included:** Karl Lambert

### **Agenda Item: Composition of GB presented by Samantha Halpin**

**Time:** 6:34pm

#### **Notes:**

- Our composition of GB has changed since 2003
- Currently at 6 parent representative and 6 staff members
- Revise the composition of our governing board
- Could revisit after Covid-19 and look at another resolution to the composition of GB
- Not the proper representation within our governing board- to have 14 seats
  - Low turn out due to in-person AGM
  - Need to provide accurate numbers
- Covid pending- will revisit upon AGM next year

**Motion:** Tanya motions to adopt the change from 14 to 12 governing board members, on a temporary status.

**Secunder:** Asha

**All in favor:** Motion carried unanimously

### **Agenda Item: Protocol for visitors (internal structure) presented by Samantha Halpin**

**Time:** 6:42pm

#### **Notes:**

- To have due process in place
- Adapted last year for virtual meetings
- For visitors outside of GB and attending meeting, process must be followed
  - Structure to fall back on

**Motion:** Val motions to approve protocol for visitors

**Secunder:** Roxana

**All in favor:** Motion carried unanimously

### **Agenda Item: Operational Budget presented by Samantha Halpin**

**Time:** 6:44pm

#### **Notes:**

- \$34, 689.38 for the year
- Adopted the operational budget in August
- Not been spending a lot of money- getting feet on the ground

### **Agenda Item: Grant Allocation & Distribution presented by Samantha Halpin**

**Time:** 6:45pm

#### **Notes:**

- If blank- we are still awaiting the money

- Grants we received last year but have not been granted yet- not % 100 we will receive that money
- Grants come in up until May
- Separate from our operational budget
- We cannot spend the money any other way then the intention it is directed towards
- Nutrition grant- socio disadvantaged school area- currently a level 6
  - \$4,000 committed for a breakfast program
- MAD15371D & MAD15372 allocated to hiring support staff
- Inspirational School (School Initiatives)- allocated to ATF hires and class trips
- Cultural outing- ministry identified specific areas within surroundings
  - Symmes Museum
  - Sam will share approved list with GB
- Integrate Tech in the classroom
  - Based upon enrollment of student population we will receive an amount of \$\$ to dedicate to technology
  - Can work with home and school to discuss technology within the building

**Agenda Item: Educational Project presented by Samantha Halpin**

**Time:** 6:57pm

**Notes:**

- The first educational project is coming to an end
  - Eardley has drastically changed over the past 3 years
- Our job as school level committee to look at our context and rebuild project
- Due to school board October 15<sup>th</sup> and approved in October meeting.
  - School board has a couple days to read over- Sam will send to GB as soon as possible
- Shared now for questions, feedback, suggestions
  - GB can look over and forward to Tanya and Sam

**Agenda Item: School fees presented by Samantha Halpin**

**Time:** 7:00pm

**Notes:**

- Have changed since we approved last year due to enrollment- gone down
  - Due to homeschooling or remote learning

**Motion:** Natasha motions to approve the school fees

**Secunder:** Asha

**All in favor:** Motion carried unanimously

**Agenda Item: Gym Rentals presented by Samantha Halpin**

**Time:** 7:02pm

**Notes:**

- Proposed rental agreement
- Last year the City of Gatineau was not allowed to use school facilities due to Covid-19
- Received the go-ahead to open facilities for this school year
- Only part of the building would be the gym- only at night, after daycare
  - Use the side entrance
  - Provide own custodian to disinfect after use
- Will create a surplus
  - \$5000 for first half of year
  - \$8000 for second half of year

- Could offset the expenditures
- Does money go into a pot?
  - We can come up with plan with school council and GB to discuss how to allocate money
  - Can be used for capitol good purchases
    - Sam will confirm with Kim

**Motion:** Roxana motions to approve gym rentals

**Second:** Heather

**All in favor:** Motion carried unanimously

**Agenda Item: Home and School presented by Samantha Halpin**

**Time:** 7:07pm

**Notes:**

- Putting forward motion to bring back pizza and subway days
- Start a local business partnership- advertise product of local business
  - Home and school would take between %10-%15
- Blanket approval for Home and school to go ahead with all fundraising
  - Money is currently going towards adventure playground and outdoor area
  - Money could go towards other options

**Motion:** Tanya motions to approve a blanket approval for fundraising

**Second:** Andrea

**All in favor:** Motion carried unanimously

**Agenda Item: Emergency Preparedness Plan presented by Samantha Halpin**

**Time:** 7:14pm

**Notes:**

- Started practices- fire drills, lock downs and lock in

**Motion:** Heather motions to approve Emergency Preparedness Plan

**Second:** Stephanie

**All in favor:** Motion carried unanimously

**Agenda Item: Encadrement Minutes (Additional remediation \$) presented by Samantha Halpin**

**Time:** 7:15pm

**Notes:**

- Additional ministry money we have received to give remediation to students throughout the school year
  - Time teachers spend with their individual students to catch up their students.
- To take place during recess time- have until Oct 15<sup>th</sup> to revamp
  - Hire two new student supervisors during AM and PM recess to create remediation schedule
- School Council meet and decided on a tumble remediation schedule
  - Not enough for all teachers to have remediation
  - Done in 20 minute blocks- not during lunch ONLY recess
- Up to teacher discretion to decide which students get remediation support
  - Parents will be made aware if their child is pulled
- Concerned some kids see as a punishment
  - Teachers and staff need to assess the situation- if it will cause more problems, let students go outside- teachers will ask students if it is okay to stay in
- Not an option to do tutoring after school
  - Hopeful that money will come back again
- Will be spread out evenly across cycle 1, 2, & 3

- Not kindergarten

**Agenda Item: Rapid Testing in Schools presented by Samantha Halpin**

**Time:** 7:26pm

**Notes:**

- Screening tests- do not take over the PCR Covid tests
  - To identify any viruses present in the body
- We have not started- going through training on Friday
  - Hopeful to start on Monday
- Runny nose is not a symptom anymore
  - Asking parents to send doctors note to confirm allergies
- Rapid tests are not administered until we have parent consent
- Just a nasal swab- not PCR swab (further up the nasal cavity)
- Consent will be asked clearly and repeated

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

**Time:** 7:36pm

**Notes:**

- Hiking on various trails
  - Will cover fall curriculum content
- Cave excursion- \$20 from parents – scheduled for Oct 21<sup>st</sup> & 22<sup>nd</sup>
  - If a family cannot afford it, school will cover cost
  - Sam will get clarity on lawsuit
    - Buses cost \$600- cannot afford without \$20 fee
  - If we are not allowed to charge- Sherry will choose new location

**Motion:** Roxana motions to approve the tentative schedule for field trips- on proviso that we are allowed to charge families for Cave excursion

**Secunder:** Asha

**All in favor:** Motion carried unanimously

**Agenda Item: Teacher Cycle Report presented by various**

**Time:** 7:42pm

**Notes:**

- Kinder- getting into routine, planning Oct 6<sup>th</sup> “falling into Apples activities, fall prep, Andrea Shattler has been introduced to the school team for early intervention
- Cycle 1- still in routine and support, getting to know students better, learning about seasons, go into school yard and interact with surroundings
- Cycle 2- catching students up, safe play at recess
- Cycle 3- Truth and Reconciliation activities, settling into routine

**Agenda Item: Daycare Report presented by Samantha Halpin**

**Time:** 7:47pm

**Notes:**

- 97 students as regulars
- Deadline is tomorrow
- Recent PD day with magical creatures
  - Coming up- October 14<sup>th</sup> & closed for Oct. 15<sup>th</sup>

**Adjournment:** Tanya moved the meeting be adjourned, and this was agreed upon at 7:50pm. Next meeting will be on October 27<sup>th</sup>, 2021 @ 6:30pm on Microsoft Teams.