

**GOVERNING BOARD MEETING - WILDER PENFIELD ELEMENTARY SCHOOL**

**TUESDAY June 23 2020, 6:15 PM**

**AGENDA**

**PRESENT**

Raffi Alexanian– Parent Representative (until 7:00)  
Alizahra Chunara – Parent Representative  
France de la Rochelle - Principal  
Lindsay Knowlton– Teacher Representative  
Onnig Kouyoumdjian – Parent Representative  
Heather Lambert– Chair, Parent Representative  
Danielle Lustgarten– Teacher Representative (until 7:00)  
Meghan Marak– Teacher Representative  
Mary Vassilakis – Daycare Representative  
Josh Zemel – Parent Representative

Adriana di Valerio - Home and School President representing H&S

**ABSENT**

Nikki Bradford– Parent Representative, Wilder H&S President (stepped down 2020-05)  
Omoni Harms – Staff Representative  
Melissa Kustec – Teacher Representative  
Magda Natkaniec – Teacher Representative  
Patricia Olinik – Parent Representative (Alternate)  
Len Podgurny – Parent Representative, Parents' Committee Commissioner at Large

**1. Call to Order**

The meeting was called to order at 6:19 p.m.

**2. Approval of the agenda - Amendments, revisions, adoption**

Motion: Adopt the agenda as circulated.

Moved by O. Kouyoumdjian / M. Marak.

Motion 20200623-01

Passes unanimously

**3. Approval of minutes - Amendments, revisions, adoption**

3.1 Meeting May 26, 2020:

Errors to be corrected: Date of next meeting given as June 23, spelling of Kouyoumdjian.

Motion: Accept with correction of typographical errors

Moved by H. Lambert / M. Vassilakis

Motion 20200623-02

Passed unanimously

#### 4. Business Arising

##### 4.1 ABAV plan (F. de la Rochelle)

At the previous meeting the ABAV plan was approved pending the addition of a definition of Violence. This has been added and the change presented as a point of information.

#### 5. New Business

##### 5.1 Educational Project (F. de la Rochelle)

The changes in the document from last year were indicated in red.

- Minor changes regarding K4, taking out the computer lab (which is becoming the mindset room due to the addition of K4), daycare staff update
- Broad area of intervention 3: removing self regulation group and associated points due to departure of teacher responsible with no replacement with comparable training (Brian Gym, tapping, etc).
- The start of a green project was added. A local non profit will come and help teach this.

A Chunara asked regarding the disposition of the computer room. Some of the computers will move to the library, be added to Cycle 3 classes, or used to update teachers' computers. Every 2 classes in the school share 24 chromebooks. The computer room was somewhat redundant and would have been repurposed in the coming years. R Alexanian inquired regarding the self-regulation group, which was helpful especially to the Grade 6 students. This point needed to be removed from the Educational Plan because it's a legal document and everything within needs to be followed. It will ultimately be replaced with something else, but at this time it is impossible to plan because of lockdown.

Motion: Accept Educational Plan as presented

Moved by H. Lambert / M. Marak

Motion 20200623-03

Passed unanimously.

\*\*There was a major power failure at this time which caused a lapse in the recording of the meeting and a few minutes for the Chair to rejoin the discussion. D. Lustgarten and R. Alexanian were unable to rejoin the meeting. Quorum was maintained.

##### 5.2 Annual Report (F. de la Rochelle)

The annual report was presented. The postulated success rates and increase in discrepancy between girls and boys in Math was discussed. Because we are comparing only 2 years of data and the cohort being reported in the annual report had stronger girls and weaker boys than usual, the apparent difference is exaggerated. The tell them from Me survey showed that no girls and 6.5% of boys felt unsafe at the school, further inquiries will be made in the coming year to find out why. There will be no Math exam or TTFM survey to report next year as these did not happen because of the lockdown. H. Lambert suggested that report card grades might offer supplemental information for next year's report, with the acknowledgement that this data would not be unbiased.

Motion: Accept Annual Report as presented.

Moved by O. Kouyoumdjian / J. Zemel

Motion 20200623-04

Passed unanimously.

### 5.3 School supplies (F. de la Rochelle)

The supply list was presented. The list is the same as last year with the addition of disinfecting wipes and hand sanitizer at all levels. O. Kouyoumdjian inquired if any of the supplies seemed excessive to the teachers; the numbers are based on the students that lost the most equipment as it can be used in future years if not needed. Board members identified some areas of the document where brand names had not been replaced.

Motion: Accept supply lists with the removal of all brand names.

Moved by H. Lambert / M. Vassilakis

Motion 20200623-05

Passed unanimously.

### 5.4 School fees (F. de la Rochelle)

The school fees were presented. The workbooks and expendable charges are the same as last year. An additional item was added to all levels except K for WP booklets, which will contain all of the papers and activities that were formerly done on an ongoing basis, as the school is no longer able to charge parents for photocopies, the needed pages are being published in booklets to be produced by the Board. H. Lambert inquired whether all of the workbooks on the list are needed, as one book was returned this year without being used. F. de la Rochelle reported that this was a result of the school closure and the workbook would have been used in the final term. She affirmed that all workbooks must be 85% used by the end of the school year to warrant the cost.

Motion: Accept the school fees as presented.

Moved by O. Kouyoumdjian / M. Marak

Motion 20200623-06

Passed unanimously.

### 5.5 Calendar (F. de la Rochelle)

The 2020-21 calendar was presented as a point of information. F. de la Rochelle reported that only 3 of the ped days are scheduled at the school level, and these are placed to optimize their usefulness to teachers (after open house and interviews, in May to allow creation of classes for the following year). Comments were made regarding the end of March/beginning of April where Monday, Tuesday and Friday in the same week are off, however this is set by the Board and is due in part to Easter.

## **6. Reports and Correspondence**

### 6.1 Principal & Teacher Forum (F. de la Rochelle and Teacher Reps)

L. Knowlton reported that the Zoom classes went well with good attendance.

M. Marak stated that the drive through K orientation went well, and while it did not allow the teachers to observe the children, at least the children were able to see the front of the school, as well as the teachers and principal. Each child received a bag of books and balloons.

F. de la Rochelle reported that the drive through graduation went well. A few parents had asked for a full graduation ceremony, but this was disallowed by the Board and was not an option. The

graduates received their diplomas and awards, and photos were taken of the student with their teacher and the principal, and there was a photographer to take family photos. Teachers were present with noise makers and pom poms etc. The Grad committee was happy with the event.

F. de la Rochelle is preparing the request to the Board for PPE for the Fall, following government guidelines. There will be 1 m between student clusters and 2 m between teachers and students. Teacher will wear masks and/or face shields according to their preference and level of comfort. Students will remain in their classes and teachers will rotate. Whether gym classes will be permitted is as yet unknown. The floor will be marked for distancing and traffic flow. There may need to be a 5% split class. Due to the large classes in both grades, there may not be sufficient room in the classrooms for distancing. This will need to be determined in August with the latest guidelines before the start of the school year. Challenges to be addressed will be maintaining distance between children at recess. It is possible that a double lunch will be instituted to permit fewer children in the school yard and more adult supervision. It is also possible that the park can be used to reduce congestion in the school yard. 9 students attended the learning camp in May/June; even with so few students and 5 adults, maintaining distance in the school yard was a challenge. Contingency plans are being developed for online teaching in the case of another closure, so that classes can resume more quickly. At risk students would still go in to school daily even if the school is closed. O. Kouyoumdjian inquired about bussing; this has yet to be resolved. No news has been sent from the Transport company or the board. The assumption is that children will have to be 1 m apart on the bus, which will mean one child or siblings on a seat, and one empty seat between. No field trips have been planned for 2020-21 because of the high cost of renting sufficient buses if children need to sit so far apart. O. Kouyoumdjian inquired if the emphasis will be on keeping the children distant; F. de la Rochelle replied no, that the emphasis will be on the childrens' emotional and social well being, given that they will have been isolated for so long and many will be anxious in returning to school. H. Lambert inquired regarding children wearing PPE. There will be no expectation of children to wear PPE although they will not be prevented if they so choose. The students attending learning camp would arrive wearing PPE but removed it shortly after arrival for comfort.

The Board has not yet sent the budget for approval; it should come by September.

### 6.2 Daycare Forum (M. Vassiliakis)

Emphasis is currently on closing accounts and reimbursing parents that had paid ahead and do not have children returning in the Fall. If a family has overpaid but will have a child attending Wilder in the Fall will have their account balance rolled over. Staffing is being planned; if there is a double lunch period the same monitors will likely be used. Two monitors are on sick leave and it is hoped that they will return in the Fall.

### 6.3 Home and School Forum (A. di Valerio)

A. di Valerio reports that N. Bradford has stepped down from Home and School. the distribution of Wilder Wear went well, with almost all of the orders being picked up. Fundraising for next year is now being discussed, however planning is difficult with the uncertainty regarding whether volunteers will be allowed to enter the school in the Fall.

- School kits are a major fundraiser and still possible with a pick up In August similar to the Wilder Wear.

- School lunches are a major fundraiser but usually the food is distributed by volunteers. Amir will likely not be possible because it is labour intensive, however sandwiches, pizza and TCBY are likely to be manageable if there is a member of the daycare staff that would volunteer. M. Vassilakis emphasized that the lunch program is running at a deficit so it is impossible to hire a monitor to distribute lunches but a later discussion may allow the lunches to proceed.
- It is not known if the Holiday Fair will be possible either in late Fall or alternatively in the Spring.
- Many parents did not order Wilder Wear in February, and with the K4s starting, a Fall Wilder Wear sale would be helpful.

Motion: Approve the planning of School kits, Wilder Wear, Lunches, Holiday Fair (i.e. 'usual' fundraising events) with the details to come later according to guidelines forthcoming closer to the dates.

Moved by O. Kouyoumdjian / J. Zemel

Motion 20200623-07

Passed unanimously.

Other fundraisers being considered are cookie dough, maple syrup, and similar to avoid gathering of groups.

The Wilder Welcome was run by the school during the day only last year, with no H and S involvement. What form the Welcome will take in 2020-21 is not yet known and the H and S will await further information from the School.

Surveys regarding the money that was collected for the Grad lunches have been returned and the information is being tabulated. It is unlikely that cheques can be sent to all parents with a positive balance, whether it can be held in account until the Fall is being considered.

Some teachers are waiting for cheques, these will be distributed once the necessary transfers of signing authority have been arranged. A. di Valerio apologized for the unavoidable delay.

#### 6.4 Commissioner's Forum (L. Derry)

There is no report from the Commissioner.

#### 6.5 Parents' Committee Forum (L. Podgurny / A. Chunara)

The Parents' Committee has changed the timelines for approvals of Budgets because of the delays from the Board. There is no other news to report.

#### 6.6 Chair's forum

H Lambert reported that her task over the summer will be the preparation of the annual report in preparation for the AGA on September 3. She inquired if there was a possibility for a meeting to be needed before the AGA; this is unlikely. She will be in contact with F. de la Rochelle later in the summer regarding the plans for the AGA; because she has an expanded Zoom account through work and will be able to host the AGA online if needed.

#### 6.7 Other Correspondence

There was no other correspondence.

**7. Varia**

There was no varia.

**8. Adjournment**

The meeting adjourned at 8:10 p.m. with thanks from F. de la Rochelle to all, and from H. Lambert to the teachers and staff.

Next GB Meeting - AGA September 3 2020: Time and venue to be determined



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Heather Lambert, Governing Board Chair

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France De La Rochelle, Principal