

Minutes of the meeting of the Governing Board of Wilder Penfield School held on Tuesday October 20, 2020 at 6:15 pm online (Zoom Meeting).

Present:

Tracy Torok	Samantha Simeone	Magda Natkanciek	Heather Lambert
Mary Vassilakis	Onnig Kouyoumdjian	Tracy Torok	Greg Bagshaw
Jennifer Bobey	Helen Constantin	Mary Vassilakis	Lindsey Knowlton
Eric Thibault	Meghan Marak	Deborah Cobrin	France de la Rochelle

Absent:

Josh Zemel
Lenny Guerchkovitch
Shawn O’Driscoll
Scott Szeremeta
Vanessa Vitale

1. Call to order

The meeting was called to order at 6:20pm

2. Adoption of Agenda

Adoption of the agenda as revised (as listed on Google Drive) moved Heather Lambert; seconded by Onnig Kouyoumdjian and resolved that the agenda be adopted.

<u>Vote for:</u>	<u>Vote against:</u>	<u>Abstention:</u>	<u>Resolution:</u>
16	0	0	2020-10-20

3. Adoption of Minutes of Meeting of June 23, 2020

Heather Lambert verified the attendance and Parents committee member positions were clarified for the last meeting minutes.

Adoption of the agenda moved by Heather Lambert ; seconded by Samantha Simeone. It was resolved that the agenda be adopted.

<u>Vote for:</u>	<u>Vote against:</u>	<u>Abstention:</u>	<u>Resolution:</u>
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4. Public Question Period

None

5. Business Arising

5.1 Website updates / GB communications

Heather Lambert – It was noted that GB meeting dates and members list on the Wilder Penfield (WP) website have not been updated from last year. Meeting of the commissioners has reminded the GB to record the meeting, or to publicly publish the meeting minutes as soon as possible. To

record the meeting to the cloud, we need a subscription to Zoom. Posted draft minutes on the website or recorded meeting is sufficient (post them as soon as possible). A. Bailey stated that the intention is to have the meeting minutes available right after the meeting.

Parent questions – current wording on the GB website doesn't adequately convey to WP parents that they can attend and submit questions to the GB. H. Lambert recommended that a revised blurb about GB could be posted on the WP website to let parents know that they can submit questions. F. de la Rochelle suggested including information in the next principal's bulletin and website. Samantha Simeone mentioned that Home & School had received questions from parents that are more appropriate for GB. O. Kouyoumdjian noted that because our meeting dates are not posted and because the meetings are now held on Zoom, we should inform parents that they can attend the Zoom meetings and where to send the questions. H. Lambert and S. Simeone will draft a revised statement on the website, which will be sent to F. de la Rochelle to update on WP website.

H. Lambert also asked whether WP could revise and take control of the school website. It was noted that other school websites seem more user-friendly. F. de la Rochelle noted that taking control of the website may be time consuming (to manage and update). S. Simeone mentioned that the School board uses a template and that may be something we cannot change. It was suggested that we revisit the issue, and perhaps form a subcommittee tasked with exploring the capability to manage the school website.

5.2 Playground Equipment

Lindsey and Rebecca have been asked to contact the company (Goéland) responsible for repairing the junior play structure. The cost estimate is \$4600; which approaches the total available in the dedicated schoolyard improvement fund (\$5500). Government grants are available to help cover repair costs. An itemized list will be needed before approaching the grant application process. Some of the forms to apply for the grants are available online.

Magda asked whether the damage to the junior playstructure was caused by wear and tear or vandalism. F de la Rochelle suggested that the damage is likely due to wear and tear. The damage dates back to 2012. It is important to keep in mind that the play structure is still open to the public, and so wear & tear from public use is expected. Magda mentioned that there may be options available at the city level to help offset the cost of repairs seeing as the play yard is open to the public. F. de la Rochelle noted that the senior play-structure, costs were shared by the city (WP put up half the fund). Raffi will seek additional quotes to see if we can reduce the cost of repairs. M. Vassilakis mentioned that for insurance purposes, we may need to go with a specific company.

Mary, Lindsey, Samantha, Magda volunteered to assist Raffi with activities related to the play structure repairs.

5.3 COVID Update

No cases have been reported! The nurse went into Gr.5 and 6 to review the mask and hand-washing rules. F. de la Rochelle may suggest the nurse to do the same review for Gr. 3 and 4. So far parents and kids have been amazing (following the rules). The sending home of books is simply

a precaution to allow a more seamless transition to online learning should the government shut down schools if the crisis worsens.

D. Cobrin asked if there is a plan in place to distribute technology to parents if learning goes online. If schools close, the parents will be informed on when to come and pick up Chrome Books etc. F de la Rochelle is currently comprising a list of parents and contracts (about 50 families) that will be used to loan out technology. We have enough equipment to loan out to parents/kids; the school has 200 ChromeBooks that can be loaned out. We may be lacking iPads for the Junior kids.

6. New Business

6.1 Google Mail problems and current status (H. Lambert, information)

H. Lambert experienced some issues with the GB email. All of the archived emails under the GB email address have been lost due to a technical issue. The Google Drive remains intact (the technical problems have only affected the GB email archives). No consultations or communications with parents were lost. Shane Ross on the Parents Committee will help try and recover the lost archived emails. It is the hope that the issue will be resolved by next meeting.

6.2 GB Internal Rules review and adoption (H. Lambert, Discussion and voting)

O. Kouyoumdjian added a single comment to the draft rules. The Education Act has been updated to reflect the correct date. H. Lambert added a paragraph regarding the adaptations to GB due to COVID. O. Kouyoumdjian noted that the internal rules are simply operating rules; and that the adaptations to the methods to ensure public access to meetings and meeting minutes for COVID has nothing to do with our GB rules per se, as the methods by which each GB ensures public accessibility is at the discretion of the GB's themselves. The Government has published the general rules for making GB meetings public. Any addition to our rules is binding; thus should the Government revert back to the pre-COVID requirements, any COVID adaptations in our rules will be binding until they are revised. It was also suggested that GB keep the revision history of the rules in each version (noted revision date and adoption date).

Raffi suggested including Zoom conduct rules in the GB. It was discussed that the current Zoom format is simply a stop-gap procedure to adapt to the COVID situation, and that once the situation returns to normal, in-person GB meetings will resume. Further, adopting additional rules may make tie the GB hands to procedures that may not be productive or necessary.

O. Kouyoumdjian recommended motioning to adopt the GB rules as they were before the addition of the COVID adaptation, with the addition of the date of the last Government Education Act update and the rules revision history. Motion moved by O. Kouyoumdjian and Seconded by Meghan.

<u>Vote for:</u>	<u>Vote against:</u>	<u>Abstention:</u>	<u>Resolution:</u>
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7. Reports and Correspondence

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

F. de la Rochelle noted that children are more anxious. The bubbles have been hard on some of the kids. This week the kids are decorating pumpkins. Home & School has brought in some candy bags for kids.

We have a new Kindergarten student starting on Friday (310 students in total).

Jennifer Bobey

Kids are positive. The school nurse asked the kids how they were feeling which was nice.

There has been some difficulty in obtaining the needed art supplies (scrapbooks and sketch books) due to supply issues. J.Bobey has been encouraging the kids to bring in whatever they have that could serve as a scrapbook. There may be some available at Bureau en Gros (approximately 200 may be in-stock). The school has ordered some and we are waiting on delivery. In the meantime, the school has been trying to direct parents to specific stores as supplies are noted.

Magda

Cycle 1 teachers are up on the platforms (SeeSaw or Classroom Dojo). Cycle 1 classes are working on Halloween activities. Celebrating at school will provide kids with some normal, fun activities.

Heather Lambert

When will Reflex Math be ready? F. de la Rochelle informed that it is forthcoming this week.

7.2 Daycare Forum (M. Vassiliakis)

Ped-day forms have been sent out early. The government requires that children attending ped-days stay within their bubbles. In the event that there is an insufficient number of children attending the ped-day, kids may be sent to another school to ensure that COVID precautions are maintained. It has been noted that some schools have had to close daycare on ped-days because there were not enough kids attending, but to date, WP has not had to do this.

7.3 Home and School Forum (S. Simeone)

A sign-up genius was sent out for volunteers for donating Halloween candy, which was successful. There are a few days left to order Wilder Wear. Cookie-dough campaign order sheets have been dropped off. Ordering will be done online, but the paper pamphlets were sent as a reminder to order online. Pamphlets can be placed in the daycare and staff-room for the teachers.

7.4 Commissioner's Forum

N/A

7.5 Parents' Committee Forum (O. Kouyoumdjian)

Three meetings have been held (regional sub-committee meetings and AG meeting). Subcommittees were formed. Summaries will be put in the meeting kits.

7.6 Chair's forum (H. Lambert)

A notice was sent out regarding the postponement of school elections. The only other noted issue was the posting of draft meeting minutes as soon as they are completed.

7.7 Other Correspondence

None

8. Varia

None

9. Question Period No. 2 (10 Minutes)

Moving forward, the Zoom meeting link will be the same with the exception of the next meeting in

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November which will have a new Zoom ID.

10. Adjournment 7: 30 pm

Motion to adjourn: Heather Lambert; Motion seconded by Onnig Kouyoumdjian.

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Heather Lambert, Governing Board Chair

France De La Rochelle, Principal

Minutes taken by GB Secretary Andrea Bailey
October 20, 2020