

Minutes of the meeting of the Governing Board of Wilder Penfield School held on 11/17/2020 at 6:15 pm online (Zoom Meeting).

**Present:**

Onnig Kouyoumdjian	Jason Doan	Andrea Bailey	
Eric Thibault	Tracy Torok	France de la Rochelle	
Samantha Simeone	Josh Zemel	Raffi Alexanian	
Scott Szeremeta	Meghan	Mary Vassilakis	
<b>Attendance after start:</b>			
Helen Constantin	Lindsey Knowlton	Deborah Cobrin	
<b>Regrets:</b>			
Heather Lambert			

**\*\*N.b:** at the time of the vote for the nomination to serve as the meeting chairperson, only 11 attendees were in the meeting. Accordingly, the voting tally will represent all attendees at the time the motion was made.

**1. Call to order**

The chair (H. Lambert) is absent. Onnig Kouyoumdjian motioned to nominate himself to serve as chair for the present meeting to replace Heather Lambert. Adoption of the motion to have Onnig Kouyoumdjian serve as chair was moved by Onnig Kouyoumdjian and seconded by Raffi Alexanian. It was resolved that the Onnig Kouyoumdjian serve as chair for the November 17, 2020 Governing Board meeting.

<u>Vote for:</u>	<u>Vote against:</u>	<u>Abstention:</u>	<u>Resolution:</u>
11	0	0	20201117-01

Onnig Kouyoumdjian read a brief statement honoring the land acknowledgement for the Mohawk Nation (see agenda item 6.5 for further information)

The meeting was called to order at 6:25 pm

**2. Adoption of Agenda**

Onnig Kouyoumdjian motioned to add item 6.5 Land acknowledgement to the agenda which was seconded by Josh Zemel and resolved that the agenda be adopted.

<u>Vote for:</u>	<u>Vote against:</u>	<u>Abstention:</u>	<u>Resolution:</u>
13	0	0	20201117-02

**3. Adoption of Minutes of Meeting of October 20, 2020**

Adoption of the meeting minutes for the Governing Board Meeting held October 20, 2020 was moved by Onnig Kouyoumdjian and seconded by Scott Szeremeta. It was resolved that the meeting minutes be adopted.

<u>Vote for:</u>	<u>Vote against:</u>	<u>Abstention:</u>	<u>Resolution:</u>
15	0	0	20201117-03

#### **4. Public Question Period**

N/A

#### **5. Business Arising**

##### 5.1 Website updates (H. Lambert)

There have been delays in addressing the initiative to update the school website. The website will be updated soon.

##### 5.2 Playground Equipment (Raffi Alexanian)

A subcommittee will be formed to assist with the plans to update the playground. A walk-around of the playground will be organized. A reach-out to the city will be forthcoming in an email to discuss matching funds from the city.

##### 5.2 COVID Update (F. de la Rochelle)

There are no active or resolved cases at Wilder Penfield. Parents have been keeping kids at home when sick. F. de la Rochelle and Onnig Kouyoumdjian discussed concerns that had been raised in the Parents' Committee from parents at other schools who were getting limited information & instructions after a COVID case is reported. Onnig Kouyoumdjian and F. de la Rochelle suggest that all parents be informed of the standard operating procedures with respect to the information shared in the event of a positive COVID case. F. de la Rochelle will send out an ERM during the week of the parent-teacher meetings which will provide parents with information on what to expect in the event of a positive case. The ERM will mention who will provide information (e.g. Santé Publique) and what information can be shared regarding the positive case while ensuring the privacy of students and staff. Josh Zemel asked if there any formal information from official channels of the potential for school closings or an extended holiday season in light of the rising COVID cases. F. de la Rochelle stated that at this time, there was no formal or official notification of any planned closings. Any official notifications will come in the form of public health statements in press conferences from the Quebec Minister of Health. Deborah Cobrin noted that there was some confusions at other schools where information was provided by multiple sources (Sante Publique vs school). F. de la Rochelle stated that information would be provided on whether the positive case was reported in a staff or student, but that privacy will be respected.

##### 5.3 Google Mail problems and current status (Onnig Kouyoumdjian )

Follow-up on the situation is ongoing. The School board is aware of the situation. None of the documents have been lost on the drive. At the moment there is no official back-up. The documents are shared on the drive, sent to the principal and then shared back onto the drive. There is always a saved copy of the working documents with the principal.

#### **6. New Business**

##### 6.1 Budget (F. de la Rochelle)

The principal prepares the budget in June. The presented budget is the revised budget. The budget was shared on-screen and was provided in the Google Drive.

F. de la Rochelle proposed a resolution to submit the budget to the GB for approval. Adoption of the budget moved by Scott Szeremeta ; seconded by Mary Vassilakis It was resolved that the budget be adopted.

<u>Vote for:</u>	<u>Vote against:</u>	<u>Abstention:</u>	<u>Resolution:</u>
15	0	0	20201117-04

### 6.2 Summer construction (F. de la Rochelle)

N.B : Due to inconsistencies in the internet connection experienced by the GB Secretary (A. Bailey), the meeting minutes for section 6.2 were taken by Samantha Simeone.

Construction projects planned for summer 2021:

- All washrooms are being redone (upstairs, downstairs, staff, kindergartens)
- Water fountains in K4 and 1K classrooms will be updated;
- New water fountains on the 1<sup>st</sup> floor and a 2<sup>nd</sup> one for the 2<sup>nd</sup> floor will be added;
- All counters and sinks in all classrooms will be changed;
- The gym floor is being redone;
- Exterior and interior cameras are being added around the school;
- All chalkboards and whiteboards are being changed;
- Electrical winches are being added to the basketball nets so they can be lifted electronically;
- All schools with mechanical systems (air systems) had MERV filters installed in September.

### 6.3 Consultations in school kit- Commissioner meeting dates Onnig Kouyoumdjian Council of commissioners document confirms future meeting dates.

### 6.4 Addition of additional Pedagogical days to the school Calendar

A consultation on the motion that was passed for the addition of 3 ped-days to the school calendar.

The added ped-days are:

- Jan 25th
- Feb 8th
- Third date will be placed at the school level.

The school daycare will now be closed for the February 19<sup>th</sup>, 2021 pedagogical day in order to give the daycare staff a break.

### 6.5 Land acknowledgement

The land acknowledgement statement is important for the acknowledgement of the atrocities committed against the inhabitants of the Mohawk Nation whose land we inhabit. The addition of the land acknowledgement statement before each GB meeting is an important step towards reconciliation.

Onnig Kouyoumdjian motioned to read the acknowledgement before each meeting. The motion was seconded by Lindsey Knowlton.

<u>Vote for:</u>	<u>Vote against:</u>	<u>Abstention:</u>	<u>Resolution:</u>
13	0	0	20201117-05

## **7. Reports and Correspondence**

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

It has been busy with challenging students and COVID. The staff has managed the pandemic additional requirements but it has become exhausting. The school has been encouraging students and staff to maintain COVID measures.

There was graffiti on the school playground and walls. The police have been notified. The graffiti has been removed. It is not suspected that the graffiti is gang-related.

Lindsey Knowlton has been adding games to the playground to provide kids with activities. Teachers are appreciative of the help provided by parents with respect to the COVID pandemic. Phys Ed teachers borrowed stencils from other schools that were used to paint games in the school yard

Due to a heavy workload, the Newsletter wasn't sent out this month.

### 7.2 Daycare Forum (M. Vassiliakis)

The addition of 3 ped days adds to the total number of potential daycare days. The kids are finding the bubbles challenging. Otherwise parents and staff have been very helpful. Raffi Alexanian asked how the ped-days are going in the absence of field-trips. The daycare has alternative plans for outdoor activities in the event that the weather changes. The daycare has planned a space-themed daycare activity for the next ped-day. Mary Vassilakis stated that the days are very long (11 hours) which adds extra burden on staff which in turn has posed staffing shortages.

### 7.3 Home and School Forum (Samantha Simecone)

Cookie-dough fundraiser went well (ended last week). Scheduled pick-up will be held on December 9, 2020 between 3:30 and 5:30 pm. There is a request for parent volunteers to help distribute the cookie-dough.

Grad will have a raffle which will run from the end of Nov to the beginning of December.

The Holiday Event activities are planned for the last week of school before the winter holiday (date to be confirmed). H & S will distribute milk & cookies to the kids at school, and a parent volunteer will dress as Santa to walk around the outside of the school to wave hi to the kids.

H & S would like to initiate the following:

- FlipGive: FlipGive is a voluntary sign-up for a money-back online purchasing website that operates similar to Rakuten. There is no sign-up cost to parents and a portion of the money-back goes to the H & S
- A Maple-syrup fundraiser to be held in Spring 2021. Parents are invited to purchase containers of maple syrup and the H & S will distribute once delivered.
- Candygrams for Grad committee: Students can purchase candy grams for Valentines day. Candy will be packaged and delivered to the school in advance so the items can go into quarantine prior to distribution.
- Grad Crispy Crème fundraiser: To be held sometime after March break. Families can purchase boxes of doughnuts. H & S will distribute once delivered.

Next H & S meeting is January 13<sup>th</sup> at 7 pm on zoom. A link to the zoom meeting can be found on the H & S Facebook page. They would like to welcome a teacher to attend the meeting to provide feedback on possible ways in which H & S can support Wilder teachers.

Onnig Kouyoumdjian motioned to approve all fundraisers. The motion was seconded by Lindsey Knowlton.

<u>Vote for:</u>	<u>Vote against:</u>	<u>Abstention:</u>	<u>Resolution:</u>
13	0	0	20201117-06

#### 7.4 Commissioner's Forum (Jason Doan – Ward 7)

Jason Doan was introduced to the GB as the commissioner of Ward 7. The Commissioners report was sent to GB members through the GB meeting chat feature.

The Minister of Education of the CAQ has re-launched the planned elections to be held on December 19 & 20<sup>th</sup>, 2020. The election was originally delayed due to COVID, however, despite the current situation the election will go through. There have been no adjustments to mail-in voting despite the COVID situation. The news of the re-initiation of the election was disappointing. Wards 2, 3, and 4 and the position of Chair were not acclaimed and the community does need to vote.

As of Nov 9, the entire LBPSB had only 69 COVID cases (staff and students). There have been over 10,000 cases across all schools within the province of which LBPSB represents 1%.

Open-houses will be virtually this year. Virtual tours will be available. LBPSB is ranked #1 in the province on the 5-year graduation rate (85.1%). The 5-year graduation rate is 81.9% for high-school which is significantly greater than the provincial average. The list of high-schools is available on the LBPSB website.

A new department was created, Communications and Community Development; the mandate of which is to improve communications and marketing. The board needs to expand marketing to improving communications and advertising. Anti-racism initiatives are ongoing.

Judy Kelly was named Vice Chair of Council and has stated her intent to run for the Chair position. Additional committee positions were announced.

Air-filters have been ordered for installations in all schools with natural ventilation (to avoid leaving windows open in the winter). Filters will be installed in Elementary, then secondary and adult education centres. Installations will be completed in December 2020. Schools with mechanical ventilations systems were previously updated. Schools that lack mechanical ventilation systems will be receiving Hepa-filters for each classroom. Wilder Penfield has a mechanical ventilation system that was updated at the beginning of this school year.

In the future, Jason Doan will provide written statements for future meetings to update the GB. The commissioner summary reports will be sent to Heather Lambert to be shared in the GB drive for the next meeting.

#### 7.5 Parents' Committee Forum (Onnig Kouyoumdjian)

The last meeting was held on November 5<sup>th</sup>, 2020. The meeting summary report is available in the Google Drive folder. A break-out session addressed communication and dissemination of COVID information to parents.

There is a GB training will be held on the evening of Thursday November 19<sup>th</sup> 2020 (which conflicts with parent/teacher meetings). The training may be recorded. The training will cover the responsibilities and expectations of GB members. The zoom registration address is provided in the meeting kit.

**7.6 Chair's forum (Onnig Kouyoumdjian)**

A reminder was made to ensure that the meetings should begin at 6:15 pm so we can start as soon as possible.

**7.7 Other Correspondence**

There was some correspondence from Jason Doan to attend the GB meeting.

**8. Varia**

**9. Question Period No. 2 (10 Minutes)**

The meeting invite link will be the same link for future GB meetings

**10. Adjournment 7: 54 pm. Next meeting Dec 15**

Motion to adjourn by Onnig Kouyoumdjian The Motion was not seconded.

No vote was taken to adjourn; attendees began to log off.

<u>Vote for:</u>	<u>Vote against:</u>	<u>Abstention:</u>	<u>Resolution:</u>
Not taken.	0	0	20201117-07

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Onnig Kouyoumdjian  
Acting Chair

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France de la Rochelle  
Principal

Minutes taken by GB Secretary Andrea Bailey and GB member Samantha Simeone  
2020-11-17