

Governing Board - Wilder Penfield Elementary School

Minutes of the Meeting – September 21, 2021 6:15pm



ATTENDEES:

Christina Bakalis, Resource Representative,
Lindsay Knowlton, Teacher Representative,
Megan Marak, Teacher Representative,
Susan Mansour, Teacher Representative,
Magda Natkaniek, Teacher Representative,
Tracy Torok, Secretary,
Mary Vassiliakis, Daycare Representative,
Raffi Alexanian, Parent Representative
Greg Bagshaw, Parent Representative
Andrea Bailey, Parent Representative
Onnig Kouyoumdjian, Parent Representative
Samantha Simeone, Parent Representative
Josh Zemel, Parent Representative
Eliane Leclerc, Substitute Parent Representative
France de la Rochelle, Principal,

PUBLIC ATTENDEES:

Daniela Cimaglia, Substitute Parent Representative
Heather Lambert, Substitute Parent Representative
Kelly Marshall, Substitute Parent Representative
Scott Szermeta, Substitute Parent Representative
Eric Thibault, Substitute Parent Representative
Merrilee Wolsey, Substitute Parent Representative

ABSENT WITH REGRETS

Genevieve Bienvenu, Parent Representative

1. Call to Order

Meeting called to order at 6:21pm by France de la Rochelle. Quorum established.

2. Introduction of Members

All members present introduced themselves.

3. Approval of the Agenda- Amendments, revisions, adoption

Two items were added to the agenda:

7.3 "Tell them from Me" Girls Feedback

9.7 Substitute Parent Committee Member

Motion to adopt the agenda with amendments was moved by Onnig Kouyoumdjian and seconded by Samantha Simeone.

14 Votes in favor

0 Votes opposed

0 Abstentions

Motion passed unanimously.

4. Approval of Minutes

Motion to approve the minutes for June 15, 2021 was moved by Onnig Kouyoumdjian and seconded by Mary Vassiliakis.

14 Votes in favor

0 Votes opposed

0 Abstentions

Motion passed unanimously.

Motion to approve the minutes for September 8, 2021 was moved by Scott Szermeta* and seconded by Josh Zemel.

14 Votes in favor

0 Votes opposed

0 Abstentions

Motion passed unanimously.

5. Election of Chair for 2021 - 2022 School Year

Onnig Kouyoumdjian nominated himself for the position of chair. There were no other nominations. Onnig Kouyoumdjian was elected chair by acclamation.

Onnig Kouyoumdjian took over chairing the meeting from France de la Rochelle

6. Appointment of Secretary

Heather Lambert asked if the secretary must be a sitting member of the governing board. They do not have to.

Heather Lambert and Merrilee Wolsey, both substitute parent representatives, volunteered to take notes and collaborate to prepare minutes.

7. Business Arising

7.1. K-4 K-5 Play Structure Project Update

The fundraising efforts during the end of the 2020 - 2021 school years raised in the order of \$20000.

The next step is to confirm in writing the funding match from the city of Dollard Des Ormeaux and apply for grants available through the school board.

Raffi Alexanian explained we require a letter from both the school and school board to present to DDO city council to secure matching funding. Ideally this action will be complete before the DDO municipal election on November 9, 2021. France de la Rochelle will contact the board to obtain the required letters.

After the written commitment from the city, France and Raffi will work on selecting and complementing the appropriate grant application from the school board. The application will be shared with the GB before submission. Grant selection should take place in March 2022.

The total funds expected after the matching from the city and the grant is \$90000.

7.2 Covid Update

There is nothing new to report at this time. Talk of rapid testing will be coming to the elementary schools for potential cases, more details will be forthcoming.

7.3 "Tell them from Me" Girls Feedback

Following up from the May governing board meeting where it was indicated from the TTFM survey that the grade 5/6 girls reported the lowest sense of in school safety.

France had intended on doing an independent survey with this group to further understand if there is an underlying cause, if it's covid related or if it was an anomaly from the survey questions themselves. The follow-up had not taken place last year. France plans to have conducted this survey and report by next governing board meeting.

8. Question Period No.1

No questions.

9. New Business

9.1 Review of Governing Board Operation

9.1.1 Review/Approval/Modification of the Internal Rules

A review of the internal rules was conducted. Onnig Kouyoumdjian read through the document. Much of the content is derived from the Education act.

All members of the Governing board had the opportunity to give feedback and ask questions.

Motion to accept the present Internal Rules was moved by Samantha Simeone and seconded by Raffi Alexanian.

14 Votes in favor

0 Votes opposed

0 Abstentions

Passed unanimously.

9.1.2 Role of Governing Board Substitute Members

A quick mention of the roles and responsibilities of substitute members was made. Substitute members take the place of regular members with rights and full voting powers for that meeting.

9.1.3 Governing Board Training and Resources

At present it was unknown if there will be a GB training session by the board. Onnig Kouyoumdjian informed that there are past training session videos and addition document resources found on the school board website under the governing board tab.

Raffi Alexanian asked if there was a forum for GB members. Onnig Kouyoumdjian clarified that there is the Basecamp forum available to the Governing Board Chairs and parent committee members.

9.2 Governing Board Meeting Dates & Time

Governing board meeting are typically schedule the third Tuesday of each month. They usually take place in the library, but due to covid, they will be taking place on zoom. Meetings start at 6:15pm. The proposed dates are as follows.

Tuesday October 19, 2021

Tuesday November 16, 2021

Tuesday December 14, 2021

Tuesday January 18, 2022

Tuesday February 15, 2022

Tuesday March 15, 2022

Tuesday April 19, 2022

Tuesday May 17, 2022

Tuesday June 14, 2022

Motion to accept the present Meeting Dates and time was moved by Onnig Kouyoumdjian and seconded by Christina Bakalis.

14 Votes in favor

0 Votes opposed

0 Abstentions

Passed unanimously.

9.3 Discussion: Appointment of Community Representatives

The GB may appoint 2 community representatives. If anyone has ideas for individuals that can help with the issues of interest to the GB, they are asked to bring names forward.

9.4 Review of recommendations from 2020 - 2021 Annual Report

The recommendations of the 2020 - 2021 annual report was discussed. It was noted that social media needs to play a more prominent role in GB activities. It was also noted that should it be needed, GB can appoint a sub-committee to address pressing issues.

9.5 Daycare Supply List

It was brought to the attention of a GB member that in the 2020-2021 year, due to the COVID-19 pandemic, a student-specific supply list for Daycare was created to reduce cross-contamination. This was implemented again this school year (2021-2022), however, there was some misunderstanding that parents were being asked to provide an additional set of mandatory supplies. Mary Vassiliakis clarified that the supply list request is not mandatory and was simply an option for parents if they felt uncomfortable with sharing of supplies.

In the future, any request to add an official supply list for Daycare would require GB approval. Moving forward, any optional request should be worded to ensure that it is clear that the request is optional.

9.6 Approval of Field Trips and Fundraisers scheduled

There was one field trip approval request:

Cross-Country Run (Grades 4, 5, and 6) to be held October 19th or 20th (rain days are October 21 or 22). It will be taking place at the Morgan Arboretum. The event will be for approximately 85 students. There will be a 1:10 adult to child ratio. Cost is \$15 per students. Covid precautions will be followed (masks and double vaccinations for parent volunteers).

Motion to approve the Cross-Country Run Field trip was moved by Samantha Simeone and seconded by Megan Marak.

14 Votes in favor

0 Votes opposed

0 Abstentions

Passed unanimously.

9.7 Substitute Parent Committee Member

No Substitute parent committee member was elected at the AGA. Samantha Simeone volunteered for the position. There were no other nominations. Samantha Simeone was elected Substitute parent committee member by acclamation.

10. Reports and Correspondence

10.1 Principal & Teacher Forum

Start to the school has been hectic.

Construction is still ongoing. New water fountains have been installed upstairs and downstairs. Water fountains in the K4 class remain to be installed. Electricians are installing cabling for alarm system evenings this week. Bathrooms are almost finished but sinks are still backordered.

The new gym floor requires a critical maintenance to protect the surface of the floor. Any event requiring tables and chairs will require a carpet or some other measure to protect the floor from punctures.

Children are happy to be back. With respect to the sense of spirit, children seem to be happier. The lifting of the COVID-19 related bubbles has relieved stress in children.

Wilder Welcome Carnival took place September 21, 2021. Each cycle had 90 minutes for games. Popsicles were handed out to all kids.

10.2 Daycare Forum

Nine new lunch supervisors were hired. Mary Vassiliakis thanked the Wilder Community for responding to the request for new lunch supervisors.

10.3 Home and School Forum

Fundraisers in May and June raised over \$20000.

The Wilder Wear will run in the fall. Paper forms will be sent out, but the ordering is planned to be completely online. There is the idea of having Wilder wear Wednesday where kids are encouraged to wear Wilder wear or school colors, to promote school spirit.

There is the request to have 2 raffles and a candygram campaign for Halloween.

It was confirmed that with Covid restrictions, the Monster Mash will again not take place this year.

The next Home and School meeting is scheduled September 29, 2021.

Motion to approve the two raffle fundraisers was moved by Megan Marak and seconded by Samantha Simeone.

14 Votes in favor

0 Votes opposed

0 Abstentions

Passed unanimously.

Motion to approve a Candygram fundraiser for Halloween was moved by Samantha Simeone and seconded by Megan Marak.

14 Votes in favor

0 Votes opposed

0 Abstentions

Passed unanimously.

10.4 Commissioner's Forum

Nothing to report. Onnig Kouyoumdjian will inform Commissioner Jason Doan of our GB meeting dates.

10.5 LB Parents Committee Forum

Onnig Kouyoumdjian informed that the Special Need Advisory Committee will be hold their AGA on September 29, 2021. It will take place on zoom.

Also, the LBPSB PC will be having a 2-part AGA. Part 1 is scheduled September 30, 2021 and part 2 will take place October 7, 2021. These meeting are planned to take place on zoom.

10.6 Chairperson's Forum

Nothing further to add.

10.7 Other Correspondence

No other correspondence.

11. Varia

No Varia.

12. Question Period No.2

Merrilee Wolsey raised concerns regarding the safety of the school grounds. The concern was in-regards to the fact there is only a sidewalk on one side of Westminster, and the isn't really somewhere to cross, other than the ends of the street.

The options of a sidewalk on the opposite side of the street, a crossing guard, or speed bumps were brought up. It was recommended that a letter from the GB and school be drafted and sent to the city councillor requesting additional safety measures. Heather Lambert volunteered to draft a letter.

Also, a question if the recorded zoom meeting is available for the public. They are not. The minutes of the meeting is the official record and will be available on the school website after approval.

13. Adjournment

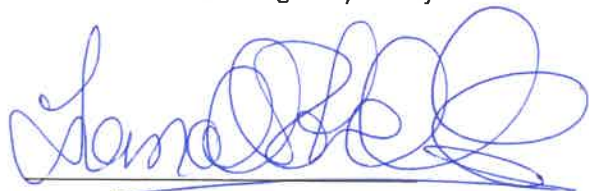
The meeting was adjourned by Onnig Kouyoumdjian at 7:43pm. Members will receive a link to the google drive folder where they will be able to find all meeting kits and required documentation.

Next GB Meeting: Tuesday October 19, 2021 at 6:15pm

Minutes prepared in collaboration by Andrea Bailey, Heather Lambert & Onnig Kouyoumdjian



Onnig Kouyoumdjian
Governing Board Chair



France De La Rochelle
Principal