

Governing Board - Wilder Penfield Elementary School
Minutes of the Meeting – September 20, 2022 6:15pm



ATTENDEES:

Christina Bakalis, Resource Representative
Marie Chantal D'Aoust, Teacher Representative
Lindsay Knowlton, Teacher Representative
Meghan Marak, Teacher Representative
Tracy Torok, Secretary
Mary Vassilakis, Daycare Representative
Raffi Alexanian, Parent Representative
Genevieve Bienvenu, Parent Representative
Donna Cheung, Parent Representative
Onnig Kouyoumdjian, Parent Representative
Samantha Simeone, Parent Representative
Eric Thibault, Parent Representative
Anna Bernstein, Substitute Parent Representative
France de la Rochelle, Principal

PUBLIC ATTENDEES:

Alizahra Chunara, Substitute Parent Representative
Geneva Pearsall, Substitute Parent Representative

1. Call to Order

Meeting called to order at 6:20pm by Onnig Kouyoumdjian, Outgoing GB Chair. Quorum established.

2. Introduction of Members

Every member present was given the opportunity to introduce themselves.

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

Motion to approve the agenda was moved by Raffi Alexanian and seconded by Meghan Marak.

13 Votes in favor

0 Votes opposed

0 Abstentions

Motion passed unanimously.

4. Approval of Minutes

Motion to approve the minutes for the June 14, 2022 meeting was moved by Christina Bakalis and seconded by Eric Thibault.

13 Votes in favor

0 Votes opposed

0 Abstentions

Motion passed unanimously.

5. Election of Chair for 2022 - 2023 school year

Onnig Kouyoumdjian was the only nomination for Governing board chair and was therefore acclaimed.

6. Election of Vice-Chair for 2022 - 2023 school year

Onnig Kouyoumdjian explained that in present education at the GB structure includes a Vice-Chair.

Genevieve Bienvenu was the only nomination for Governing board vice-chair and was therefore acclaimed.

7. Appointment of Secretary

Onnig Kouyoumdjian asked if anyone would be interested in the role of secretary. Samantha Simeone was the only volunteer and was appointed secretary.

8. Business Arising

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

- \$50K Grant approval is official.
- Currently receiving offers/submissions from various companies for play structures.
- Once all submissions are received the subcommittee will meet to make decisions.
- The lead time for product is long, supposedly because of Covid. April is currently the timeframe for the project to begin. Installation is expected to take a short period of time.
- One company actually withdrew their bid due to supplier and delivery issues.

8.2 Covid Update

The school year began as a regular school year. Cleaning directives are being kept in place.

8.3 Wilder Penfield ABAV Plan Approval

The ABAV Plan was not presented. It has to be presented to staff council. Tabled to the next meeting.

8.4 Proposed June Budget

The proposed June budget had not been received by the principal, therefore it was not presented. It is expected to be received in October. Tabled to the next meeting.

8.5 Annual Report on the Education Project

The annual report on the education project not presented. It has to be presented to staff council. Tabled to the next meeting.

9. Question Period No.1

Raffi asked has the bussing communication been changed?

France responded no, there currently is not a way to contact parents of one particular bus to notify of changes or late arrivals. ERM messages would have to go out to the entire parent population to notify parents of bus changes/tardiness.

10. New Business

10.1 Review of Governing Board Operation

10.1.1 Review/Approval/Modification of the Internal Rules

The internal rules required a review and update due to changes in the education act.

Motion to form an Internal Rule Sub-Committee was moved by Onnig Kouyoumdjian and seconded by Samantha Simeone.

13 Votes in favor

0 Votes opposed

0 Abstentions

Motion passed unanimously.

Anyone interested in taking part of the sub-committee was asked to contact Onnig.

10.1.2 Role of Governing Board Substitute Members

It was explained by Onnig that substitute members are to make sure that quorum is established at meetings. The internal rules do not specify how the substitute members are selected. In the previous year the chair went down the alternate list alphabetically and rolled the list every meeting. To help the selection list of each meeting was forwarded at the beginning of the year so that members can coordinate.

Onnig will prepare and provide the list for this school year.

10.1.3 Governing Board Training and Resources

Generally training is provided by the board. As soon as there is more information it will be made available. Training videos are available on the LBPSB website.

10.2 Governing Board Meeting Dates & Times

Governing board meeting are general the 3 Tuesday of each month. Considering school Ped Days and holiday, the following dates were proposed:

September 20/2022	October 18/2022	November 15/2022	January 24, 2023
February 21/2023	April 18/2023	May 16/2023	June 20/2023

Meeting start time was proposed to continue to be at 6:15pm

Motion to accept the proposed dates and time for Governing Board Meetings was moved by Mary Vassilakis and seconded by Christina Bakalis.

13 Votes in favor

0 Votes opposed

0 Abstentions

Motion passed unanimously.

10.3 Discussion: Appointment of Community Representatives

The Governing Board is allowed to appoint up to 2 community representatives. Onnig asked that if anyone has any suggestions to bring the names up the next meeting.

10.4 Review of recommendations from 2021 - 2022 Annual Report

Onnig read the recommendations from the Annual Report

- To think long term and look for best value and best practice, both from within and from external resources.
- Be proud of the history and accomplishments of the school, but without it being the source of stagnation or lack of growth.
- Participate in any and all GB training if and when offered.
- Ask questions and do your due diligence to understand the system in the broad sense and not to assume that isolated situations are a true representation of the system.
- Listen. Just Listen.

Alizahra asked why there aren't any recommendations in regards to projects or school initiatives. Onnig responded that these are recommendations directed to the operation and function of the Governing Board.

10.5. Consultation - School/Centre Name and External Property Name Policy – Response Date November 15, 2022

The consultation documents are in the meeting kit. The Response date is after our next meeting. The topic was tabled until next meeting.

10.6 Approval of Field Trips

Ms. Lindsay presented various Physical Education Field Trips

The individual prices were not known for some of them, but the price is capped at \$20. This is mainly to pay for transportation. The ratio is 1:8. At home tournaments have charges due to tournament registration and teacher substitution fees.

Motion to approve Physical Education Field Trips was moved by Mary Vassilakis seconded by Christina Bakalis.

13 Votes in favor

0 Votes opposed

0 Abstentions

Motion passed unanimously.

Mme. Marie Chantal presented 2 field trips

Piece de Theatre Pauline-Julien - April 13, 2023 for Cycle 2 Students

Time: 13:00 - 14:00

Cost: \$18.84 (could be reduced due to Culture dans l'école)

Ratio: 1:8

Site Archéologique Drouleurs – June 7, 2023 for Cycle 2 Students

Time: 9:00 - 3:30

Cost: \$27.03 (could be reduced due to Culture dans l'école)

Ratio: 1:8

Motion to approve the 2 Field Trips was moved by Raffi Alexanian seconded by Onnig Kouyoumdjian.

13 Votes in favor

0 Votes opposed

0 Abstentions

Motion passed unanimously.

10.7 Approval of Fundraisers scheduled

Samantha wanted approval for 2 fundraisers that would be use for the Grade 6 grads. Candy Grams and Grade Raffle.

Motion to approve the 2 Grade Fundraisers was moved by Genevieve Bienvenu seconded by Mary Vassilakis.

13 Votes in favor

0 Votes opposed

0 Abstentions

Motion passed unanimously.

11. Reports and Correspondence

11.1 Principal & Teacher Forum

- The start of school has been positive.
- Afternoon recess is now combined with lunch.
- This past Thursday Picture Day was successful. Tried a new company this year (Lavender Studios).
- Wilder Welcome happened! A big thanks to Home and School for covering part of the cost of the inflatables.
- Currently parent volunteers in the library not allowed due to legal issues with Librarian contracts.

- Terry Fox Run: Fundraising has gone digital. We're looking forward to parents joining their students.

11.2 Daycare Forum

- Daycare Ped Day fees has increased from \$10 to \$12.
- Due to increased cost of bussing and daycare fees - certain field trips that were approved in the spring might need to be reapproved.
- Staffing has been a challenge

11.3 Home and School Forum

- First meeting is scheduled October 4th in the Library
- Volunteer forms and H&S registration forms have been sent home. There will be a digital option to sign up on Wilder Wear forms
- Wilder Wear should be up and running this week.
- If you want to volunteer - please fill out the police check form
- Monster Mash in October
- Additional \$1 fee for e-transfers is a result of the H&S bank account being charged for e-transfers
- The \$20 fee is paid to QFHSA - they provide training for executive members, various workshops for the school community and insurance for Home and School events.

11.4 Commissioner's Forum

A summary report of the June, August and September commissioners' meetings are in the meeting kit.

11.5 LB Parents Committee Forum

The parent's committee has not reached out the PC representatives yet.

Onnig did confirm that the PC AGA will be 2 parts taking place September 29, 2022 & October 6, 2022. Both meeting will be on zoom.

11.6 Chairperson's Forum

Onnig had nothing to add.

11.7 Other Correspondence

There is press release in the meeting kit from the school board. The School Board is in debt due to new bussing contracts and are looking for the government to cover the cost.

12. Varia

No Varia

13. Question Period No.2

Ms. Lindsay asked if it was possible to have hybrid meeting?

Though we discussed and decided on having in person meetings, we were allowed to have zoom meeting as it was done last year. It was agreed upon that the January and February meeting will take place online. All the other meetings are planned to take place in the school library.

Motion to have the January & February GB Meetings Online was moved by Donna Cheung and seconded by Lindsay Knowlton.

13 Votes in favor

0 Votes opposed

0 Abstentions

Motion passed unanimously.

14. Adjournment

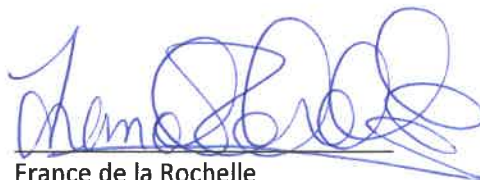
The meeting was adjourned by Onnig Kouyoumdjian at 7:55pm.

Next Governing Board Meeting: October 18, 2022

Minutes prepared by Samantha Simeone & Onnig Kouyoumdjian



Onnig Kouyoumdjian
Governing Board Chair



France de la Rochelle
Principal