

**Governing Board - Wilder Penfield Elementary School**  
**Minutes of the Meeting – September 19, 2023 6:15pm**



**ATTENDEES:**

Christina Bakalis, Resource Representative  
Susan Mansour, Teacher Representative  
Lindsay Knowlton, Teacher Representative  
Meghan Marak, Teacher Representative  
Magda Natkaniec, Teacher Representative  
Tracy Torok, Secretary  
Mary Vassilakis, Daycare Representative  
Laura Duckett, Parent Representative  
Natalia Peña, Parent Representative  
Donna Cheung, Parent Representative  
Malcolm Weistche, Alternate Parent Representative  
Samantha Simeone, Parent Representative  
Eric Thibault, Parent Representative  
France de la Rochelle, Principal

**PUBLIC ATTENDEES:**

**1. Call to Order**

Meeting called to order at 6:18pm by France de la Rochelle, School Principal. Quorum established.

**2. Introduction of Members**

Members introduced themselves.

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

Motion to approve the agenda was moved by Meghan Marak and seconded by Mary Vassilakis.

13 Votes in favor

0 Votes opposed

0 Abstentions

Motion passed unanimously.

**4. Approval of Minutes**

Motion to approve the minutes for the June 13, 2023 meeting was moved by Donna Cheung and seconded by Samantha Simeone.

13 Votes in favor

0 Votes opposed

0 Abstentions

Motion passed unanimously.

Motion to approve the minutes for the September 8, 2023 special meeting was moved by Christina Bakalis and seconded by Mary Vassilakis.

13 Votes in favor

0 Votes opposed

0 Abstentions

Motion passed unanimously.

### ***5. Election of Chair for 2023-2024 School Year***

Donna Cheung has been nominated as Chair of Governing Board for the 2023-2024 School Year.

Motion to approve D. Cheung as G.B. Chair was moved by Meghan Marak and seconded by Laura Duckett.

13 Votes in favour

0 Votes opposed

0 Abstentions

Motion passed unanimously.

### ***6. Election of Vice-Chair for 2023-2024 School Year***

Erik Thibault has been nominated as Vice-Chair of Governing Board for the 2023-2024 School Year.

Motion to approve E. Thibault as G.B. Vice-Chair was moved by Meghan Marak and seconded by Laura Duckett.

13 Votes in favour

0 Votes opposed

0 Abstentions

Motion passed unanimously.

### ***7. Appointment of Secretary***

Samantha Simeone has been nominated as Secretary of Governing Board for the 2023-2024 School Year.

Motion to approve S. Simeone as G.B. Secretary was moved by Natalian Pena and seconded by Christina Bakalis.

13 Votes in favour

0 Votes opposed

0 Abstentions

Motion passed unanimously.

### ***8. Business Arising***

None

### ***9. Question Period***

None

### ***10. New Business***

#### **10.1. Review of Governing Board Operation**

##### **10.1.2. Role of Governing Board Substitute Members**

- D. Cheung will create a list of substitute members to be used when members are unable to attend a meeting.

##### **10.1.3. Governing Board Training and Resources**

- Information will be shared with members as it becomes available.

#### 10.2. Governing Board Meeting Dates & Times

- Meetings will be held on Wednesdays at 6:15 pm in the school library.
- Dates are:
 

October 18	April 17
November 15 (online)	May 15
January 17 (online)	June 12
February 21 (online)	

#### 10.3. Discussion: Appointment of Community Representative

- None

#### 10.4. Review of recommendations from 2022-2023 GB Annual Report

- Tabled

#### 10.5. Consultation – 2.12 School and Continuing Education Fees Policy, respond by November 17, 2023

- Board is tweaking the existing policy.
- Review tabled to next meeting

#### Consultation – 2.4 Policy on School Daycare and Lunch Program Services, respond by November 17, 2023

- Change to SEEDS
- Review table to next meeting

#### Consultation – BL9 By Law 9 – Complaint Process, respond by November 17, 2023

- Many changes have been made to the complain process.
- Review tabled to next meeting

#### Consultation – C2S Commitment to Success Plan 2023-2027

- Tabled to next meeting

#### 10.6. Approval of Field Trips

- Handball: October 5<sup>th</sup>, 2023 with rain date of October 6<sup>th</sup>. Wilder Penfield is hosting at Westminster Park. Students are walking. 28 students with a ratio of 1:8. Cost is \$8/student. 9 am – 2 pm.
- Senior Cross Country: October 17<sup>th</sup> with rain date of October 19 or 20<sup>th</sup>. Location is at Morgan Arboretum. Transportation via school bus. 90 students in grade 4, 5, 6 with a ratio of 1:9. Cost is \$20/student. 9 am – 2 pm.

Motion to approve field trips by Tracy Torok and seconded by Natalia Pena.

13 Votes in favour

0 Votes opposed

0 Abstentions

Motion passed unanimously.

#### 10.7. Approval of Fundraisers Scheduled

None

### 11. Reports and Correspondence

### *11.1 Principal & Teacher Forum*

- It has been a busy start to the year.
- Curriculum night was successful and the AGA had a good showing.
- Picture day is proving to be difficult due to the weather. Pictures will be on September 20<sup>th</sup> except for 601, 602 and 651. Their pictures will be on September 25<sup>th</sup>
- The staff is working on IEP's.
- The spiritual animator is new to Wilder Penfield. Ms. Karen is the Special Ed. Tech.
- The Encouragers are starting training to help at recess.
- The school is looking at a new program: Recess Champions. Students will run games and activities at lunch. Beginning in grade 4 this year.
- Welcome Wilder and Terry Fox will be on Thursday, September 21.
- The Literacy Program for cycle 1 will begin in October.

### *11.2 Daycare Forum*

- Daycare has been off to a great start.
- Grade 6 students have been very helpful with Kindergarten students.
- Fees have increased: standardized by the government.
  - \$2.54 for lunch
  - \$9.20 for daycare
  - \$15.75 for ped. day
- Looking at affordable outings.

### *11.3 Home and School Forum*

- Planning for Welcome Wilder is underway.
- Lunches will be back this year. As of now, pizza lunch will for sure be launched. Looking at additional options for lunches.
- Monster Mash will be on October 27<sup>th</sup>.
- The first meeting of the year will be on Tuesday, October 3<sup>rd</sup> at 7pm in the library.
- Members can sign up to join Home & School via our website.
- Volunteers are always needed.

### *11.4 Commissioner's Forum*

- None

### *11.5 LB Parents Committee Forum*

- AGA will be held on September 28.

### *11.6 Chairperson's Forum*

- Thank you for your patience this evening.

### *11.7 Other Correspondence*

- None

## *12. Varia*

- None

## *13. Question Period No. 2*


- How can parents better support the librarians?
  - As of right now, it seems the best way would be to not volunteer in school library's to show that the role of the librarian is important and cannot be replaced by volunteer parents.

#### **14. Adjournment**

The meeting was adjourned by Donna Cheung at 7:55pm.

Next Governing Board Meeting: October 18, 2023

Minutes prepared by Samantha Simeone & Donna Cheung

  
\_\_\_\_\_  
Donna Cheung  
Governing Board Chair

  
\_\_\_\_\_  
France de la Rochelle  
Principal