

**Margaret Manson Elementary School
Governing Board Meeting Minutes
Wednesday, May 10, 2017**

ATTENDANCE

Parents	Present	Administration	Present
Julie-Ann Leblanc	✓	Adrian Geller	✓
Renee Aspiotis	✓	Jutta Bouchard	✓
Joel Austen	✓	Kyla Laforest	✓
Nadia Iacino	✓	Jennifer Vaillancourt-Furtado	✓
Karen Sauve	✓	Catherine Guillemette	✓
Domenico Pavone	✓	Aline Lajoie	✓
		Suanne Stein Day	X

1.0 START OF MEETING – ASSESS QUORUM

- Meeting started a 6:06pm

2.0 ADOPTION OF THE AGENDA

- Request to move up the Commissioner’s Report, following Public since the Commissioner has to leave early.

Motion 17-30: Motion to adopt the Agenda.

Motioned By: Jennifer Vaillancourt-Furtado

Seconded By: Catherine Guillemette

3.0 ADOPTION OF THE MINUTES HELD APRIL 12, 2017

- Some corrections made. Update to be sent out by May 31, 2017.

Motion 17-31: Motion to adopt the Minutes held April 12, 2017 with some minor edits.

Motioned By: Kyla Laforest

Seconded By: Renee Aspiotis

4.0 PUBLIC

4.1 Home & School

- No H&S Member present.

4.2 Graduation Committee

- Graduation preparation activities are underway. The only remaining fundraiser is the TCBY which runs until the end of the school year.
- Grad night is June 22, yearbook is complete and ordered.

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At this point, the Commissioner reviewed some key points from the report. The notes are included in section 8.6 of the minutes

5.0 BUSINESS ARISING FROM MINUTES

5.1 Tell them from me – data review and discussion

- Surveys are anonymous and teachers will only help with technical question.
- As much as possible, the children independently answer the questions.
- Moving forward, the survey will be less oriented towards bullying and more towards engagement and motivation.
- Data from previous surveys found that high school students needed more engagement.
- The section on bullying will be less detailed.
- MMES data indicates that Grade 4 is lower than what is expected from bullying; Grade 6 boys are at an average and girls have some issues.
- Feeling safe – as a school we are at average; Mr. Geller stated that you want this number to be high; last year Grade 5 girls were higher and Grade 5 boys fell below.
- Joel asked what the plan is to take care of the issues
 - Mr. Geller’s school approach has been multifaceted and efforts have been made to keep the school peaceful.
 - There has also been suspensions when necessary; ticket program was brought in; it was a huge change and difficult to manage.
 - Students know what the WITS program is.
 - Peace Pals has grown a great deal; Preparation for Grade 5 to take over for Grade 6 is currently under way.
 - Supervision is constantly being analyzed and reviewed; Supervision when there is less structure, there is more risk.
 - Pink T-Shirt Day is a new initiative and kids have been wearing them again.
- Joel mentioned that at time the anxiety and stress that revolve around the children can be due to the environmental that they are in.
- Julie-Ann has recommended that the survey should be extended to parents. If a true view of how the children are feeling is required, then the parents should be asked as well. The school board never really acknowledged the request.
- Suggestion from Mr. Geller for the parent representatives to discuss this with the Central Parents Committee

6. NEW BUSINESS

6.1 Three-year plan of Allocation and Destination of Immovables 2017-2020 – Consultation (Due May 18, 2017)

- Schools listed and current capacity listed: we will beat their projection for Margaret Manson!

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- Governing Board could contest the capacity number; we would not to get up to the capacity numbers.
- Nothing to submit to the board.

6.2 Discuss GB Operating Budget (s66)

- The budget is \$312.00.
- Some funds cover the costs of limit meal and other GB expenses.
- Suggestion to hand out brochures during the first week of school in the welcome package.
- In addition to using the budget to promote the GB, we can also:
 - Attending Kindergarten Orientation (June 18th) to promote and speak about the Governing Board.
 - We need to promote that we make decisions that affect the school.
 - Advertise some posts of the MMES Facebook Page.
 - Show them what we did and discussed; tangible discussion.
 - Question arose: Do we keep the AGA during curriculum night? Mr. Geller stated that we do it on the AGA because we have a captive audience. Parents will be unlikely to come back again to participate in the AGA.
 - Note to be sent to Kindergarten to advise that they do not need to attend Curriculum Night but are invited to attend the AGA.

6.3 Consultation Launch – Bylaw 9: Complaint Examination Procedure (Due June 15)

- Deferred to next meeting (June 14)

6.4 MMES Flood Impact and Support

- Talent show is moved to MMES. Track and Field is scheduled to take place at Riverdale as well – could possibly see impacts.
- Parents will be asked to donate food as a part of the entry to Variety Show.

7. FIELD TRIPS/UPCOMING EVENTS

7.1 Fundraisers, Rentals, and Other Topics

Used Bike Drive

- To be held on Saturday, May 27th between 1000-1pm at Margaret Manson Elementary School.
- Used bikes will be sent to third world countries.
- Any type of bike, all years, sized, tires, etc. are welcome
- Contribution of \$15.00 will be donated per bike to help cover part of our collection, storage and shipment costs.
- People who donate with be given a tax receipt for both the cash donation and the value of the bicycle.

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Motion 17-34: Motion to approve Used Bike Drive

Motioned By: Catherine Guillemette

Seconded By: Kyla Laforest

Sparkes of Hope

- Non-profit organization
- Mission is to support an impoverished school in the Dominican Republic.
- They are looking for some support from schools to collect gently used bras (all sizes), new white socks, new white underwear (boys and girls ages 4 to adult small), new white undershirts (for boys and girls ages 4 to adult small) and new underwear (any color or design for boys and girls, ages 4 to adult small).
- Letter would go out as soon as possible and collections would take place until June 23rd, 2017.

Motion 17-35: Motion to approve Sparkes of Hope organization

Motioned By: Aline Lajoie

Seconded By: Catherine Guillemette

7.3 Ratify e-Votes

- None

7.4 New Field Trips

Ziplining Activity

- Ziplining in Mirabel – D'Arbre en Arbre
- June 16th (K-2) and June 21st (Grade 3-5) from 0815 – 1400.
- Cost is maximum \$30.00 but may be reduced.
- Ratio for K-2 is 1:6 (16 supervisors and 110 students) + additional animators.
- Ratio for Grade 3-5 is 1:8 (18 supervisors and 140 students) + additional animators.

Motion 17-32: Motion to accept Ziplining activity.

Motioned By: Kyla Laforest

Seconded By: Jutta Bouchard

Graduation Pool Party

- To be held at Eccelstone Pool on June 21st, 2017 from 0900-1400
- Pizza lunch
- Hiring 4-5 certified lifeguards
- Ratio is 6:40
- Cost is \$21.50 and includes transportation, pizza lunch, and lifeguards.

Motion 17-33: Motion to approve Graduation Pool Party

Motioned By: Renee Aspiotis

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Seconded By: Catherine Guillemette

8. REPORTS

8.1 Principal's Report

- Principal report was sent by email.
- Flooding situation has been catastrophic for so many.
- Pink T-shirt day was a success.
- Public Speaking/Storytelling was a huge success.
- Senior Concert to take place June 6th at 7pm
- Robotics Cup on April 21 at Royal West was fantastic.
- Jump Rope for Heart was held on May 3 and raised thousands of dollars for the heart and stroke foundation.
- Earth Week took place on April 24-28 with many themed activities
- Montreal Trip on April 20th was a loaded day and lots of fun!

8.2 Teacher's Report

- Teacher's report: None. Principal's report covers most of the same topics.

8.3 Daycare Report

- Daycare report: Sent by email. All is going well.

8.4 Chairman's Report

- Nothing other than the agenda.

8.5 Regional Parent's Report

- The document can be found on Google Drive.

8.6 Commissioner's Report

- Mr Thomas Rhymes was selected to become the new ADG
- Resolutions were passed for the items such as: 2017-2018 Student Transportation, Organization Plan, Student Transportation Contracts 2017, Summer School 2017 – Location change (from St Thomas to Lindsay)
- Discussed the impact of the flooding and use of PCHS

8.7 LBPSA Chairperson's Report

- No report sent.

9. CORRESPONDENCE ON GOOGLE DRIVE

- Nothing in addition to the items above

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10. VARIA/QUESTIONS FROM THE PUBLIC

Nadia introduced Learn Quebec which was introduced at the parent representative meeting

- They offer free tutoring, diagnostic testing, resources and support for students who are in the English schoolboard.
- The tutoring is government funded; a webcast takes place between the tutor and the student at a set date and time to help the student.
- All parents apparently have access to this website through the LBPSB (Fusion Portal).
- A presentation could be delivered by the individuals to the Governing Board to present this governmentally-funded program.

11. NEXT MEETING

11.1 Discuss future topics; Approve consumable fees (s 77.1.11.3.2): Adopt school proposed budget (s 95, 110.4)

11.2 Date of Meeting: June 14, 2017 – sign-up genius will be created to organize the menu

12. MOTION TO CLOSE MEETING

Motion 17-36: Motion to end meeting.

Motioned By: Aline Lajoie

Seconded By: Catherine Guillemette

The Meeting ended at 19:45.

13. SIGNATURES

Mr. Adrian Geller (Principal)

Date

Mrs. Julie-Ann Leblanc (Chair)

Date

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APPENDIX

The following is a consolidated list of Events, Fundraising and Field Trips for the 2016-2017 school year.

GRAD COMMITTEE

Event	GB Review Date & Status (Motion #1)	Fundraiser Form	Type of Event	Timing	Event Status	\$ Raised (Profit/Loss)
TCBY	Oct 12 '16 M16-20	Yes	Fundraiser	Throughout 2016-2017	Ongoing	TBD
Raffle (Hockey Tickets)	Oct 12 '16 M16-21	Yes	Fundraiser	2-3 times 2016-2017	Planned	TBD

HOME AND SCHOOL

Event	GB Review Date & Status (Motion #1)	Fundraiser Form	Type of Event	Timing	Event Status	\$ Raised (Profit/Loss) As of 04-17
Pizza lunches – vendor		No	FR	End of 2016- 2017	In-progress	\$1000
Mabel's Labels		No	FR	2016- 2017	In-progress	\$200
QSP magazine Subscription	Apr 26 '16 M15-41	No	FR	2016- 2017	Pending	\$300
FundScrip	Apr 26 '16 M15-41	No	FR	2016- 2017	Pending	0\$
Welcome Back Corn Roast	Apr 26 '16 M15-41	No	FR	2016- 2017	Complete	Pending
Halloween Bingo in MMES gym And bake sale.	Evote: 2016- 09-28 M16-29	Yes	FR	October 21, 2016 6:30-8:30	Complete	\$1200
Bake sale	Oct 12 '16 M16-17 CG/RA	TBD	FR	2016- 2017	In-progress	415.65 to-date

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Event	GB Review Date & Status (Motion #1)	Fundraiser Form	Type of Event	Timing	Event Status	\$ Raised (Profit/Loss) As of 04-17
Year end	Oct 12 '16 M16-18/19 BBQ NI/JV	TBD	TBD – FR approved	Tent June 2	Planned	
Maple Syrup	Feb 8 M-17-04	No	Fundraiser	Last week of February	Complete	Pending
Family Movie Night	Feb 8 M-17-05	No	Fundraiser and Community	March 31, 2017	Complete	Pending
Spirit Wear products as fundraisers	1 Evote: 5-Nov-16 M-16-32	No	Fundraiser	2016-2017	In-progress	Pending

Fundraisers, Rentals, and Other Topics

GB Review Date	Trip/Event	Date & Time	Ration A:C	Transp/Cost	K	1	2	3	4	5	6
Sept 8, 2016 M16-05 CG/JV	Daycare field trip to Sherifville - Bus	Oct 7 **Cancelled	1:12	25\$		x	x	x	x	x	x
Sept 8, 2016 M16-06 CG/AL	LBPSB Phys-ed Tournaments - Bus	All year	1:8	Approx 15-20\$					x	x	x
Evote: 2016-09-16 M16-24	LBPSB Peace Summit at PEC Centre, Lachine - Carpool	Oct. 19, 2016 8:45-1:30pm	2 Students (gr. 6):1 Adult	No Cost							2
Evote: 2016-09-21 M16-25	Guest Speaker: Brian Ewanson Aerospace Educator - at MMES	Exact date is to be confirmed 12:30-2:15pm	n/a	\$3.75/student						x	X
Evote: 2016-09-21 M16-26	Terry Fox Run	October 12, 2016 1-2:15pm	n/a	No Cost	X	x	x	x	x	x	x

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GB Review Date	Trip/Event	Date & Time	Ration A:C	Transp/Cost	K	1	2	3	4	5	6
Evote: 2016-09-26 M16-28	Daycare: Dynamix Teamwork Workshops at MMES	Oct. 7, 2016; 9am- 3pm	1:17 ratio (normal daycare ratio)	\$15 (+ regular PED day daycare fees)	X	x	x	x	x	x	x
Oct 12, 2016 M16-11 CG/JV	Daycare: Bowling Trip to Laurentian Lanes - Bus	Date: November 1, 0900- 1400	Ratio: 1:8	Price for Activity is \$18.00 and Supervision is \$10.00. Total cost of \$28.00	X	x	x	x	x	x	x
Oct 12, 2016 M16-12 JB/RA	Reptile Visit – Group that specializes in Reptiles (Ecomuseum) for Kindergarten – at MMES	Date: November 21	Ratio is 1:15	Cost is \$8.00	X						
Oct 12, 2016 M16-13 CG/JA	Quebec Cinema – at MMES	Date: December 6	Ratio: 1:20	Cost is \$7.50						X	
Oct 12, 2016 M16-14 JA/RA	Science Center Secrets of the Heart and Humpback Whales - BUS	Date: December 8, 0805- 1515	Ratio: 1:8	Cost is \$25.00				x	x		
Oct 12, 2016 M16-15 JV/NI	Daycare field trip to Sherifville - Bus	May 19 9:00-14:30	1:8	28\$	X	x	x	x	x	x	x
Oct 12, 2016 M16-16 KS/CG	Droulliard Iroquoian Village - Bus	Date: June 8th 0800- 1400	1:10	Cost is \$26.00				X			
Evote: 06-Dec- 16 M-	La Petite Valise Theatre In School	Tues, Dec. 20th	1:20 Ratio	\$7/student		X	X				

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GB Review Date	Trip/Event	Date & Time	Ration A:C	Transp/Cost	K	1	2	3	4	5	6
16-32	Presentation										
28-Nov-16 M-16-32	Class Walking Excursion w 2km radius	November 2016-June 2017	Techer and Class	0\$	X	X	X	X	X	X	X
Evote: 22-Nov-16 M-16-32	Grade 5 Community Organization support	monthly drop off field trip Nov, 2016-June 2017.	5-8 students, via carpool in teacher's vehicles	0\$						x	
Evote: 18-Nov-16 M-16-32	Ped Day Outing to Cap Saint Jacques Via bus	February 10, 2017 9:30 to 2:30	80 students from all grade levels Ratio = 1 student to 8 Educators plus 3 Animators on site	Cost \$15.00 (activity & bus)per student plus Supervision fee of \$10.00							
Evote: 31-Oct-16 M-16-32	Cheerleading Training Session w/ Northshore Extreme All Star	Nov. 11, 2016, 11:40-12:30 In school	Grades 5&6, 31 Students, 1:15 ratio	\$3 per student						X	X
Evote: 31-Oct-16 M-16-32	In-house Aboriginal Dance for Grade 3	Nov. 16, 2016	Grade 3, 39 students, 1:20 ratio	\$9 per student (\$0 if grant application is approved)				X			
Evote: 24-Jan-17 M 17-06	Musée des Enfants à Laval	February 20, 2017, Full Day Outing School Bus	1:4 ratio (adult:student)	\$26	X						
Evote: 18-Jan-17 M 17-06	We Day Theatre St. Denis School Bus	Feb 24, 2017 Full Day –	2:13 (teacher: student) Peace Pal Members, gr. 6	Cost: \$20							
Evote: 19-Dec-	Annual Jouvence Grad Trip Orford,	February 20-22, 2017	1:6 Ratio	\$225/student							X

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GB Review Date	Trip/Event	Date & Time	Ration A:C	Transp/Cost	K	1	2	3	4	5	6
16 M 17-06	Quebec School Bus										
Feb 8 2017 M17-07	Tubing	Feb 27, 2017	1:6 ratio and 1:8.	27.00\$	X	x	x	x	x	x	x
Feb 8 2017 M17-08	Piece de Theatre	April 3, 2017.		\$6.65	X	x	x	x			
Feb 8 2017 M17-09	Trois Rivieres Omni Tours	April 5, 2017	1:10	\$84.00						x	
Feb 8 2017 M17-10	Montreal Tour Omni Tours	April 20, 2017	1:6	\$60.00					x		
Feb 8 2017 M17-11 Apr 12, 2017 M17-23	Royal West Robotics Club	April 21-22, 2017								x	x
Feb 8 2017 M17-12	Babysitting Training	May 19, 2017	1:20	\$73.00							x
Feb 8 2017 M17-13	Intermiel	June 1, 2017	1:13			x	x				
Feb 8 2017 M17-14	Art Hands-On Activity	June 5 and 6		\$7.50/student	X	x	x	x			
Apr 12 2017 M17-22	High School Familiarization Day	April 21, 2017	2:40	Paid by the School Board							x
Apr 12 2017 M17-23	Mega Animation – In House Daycare	May 19 th 0900-1430	1:20	Cost is \$18.00	X	x	x	x	x	x	x
Apr 12 2017 M17-24	Musee des Beaux Arts	May 31, 2017 0900-1230	1:4	Cost is \$19.00	X						
Apr 12 2017	Environmental Summit	June 5, 2017	1:4	Carpool; No cost						x	

