

**Governing Board Meeting Minutes  
Margaret Manson Elementary School  
Wednesday, October 21, 2020 – 6:30pm**

## **1. Start of Meeting**

- Quorum attained - Meeting started @ 6:32pm
- Attendance:
  - Susan Lariviere, Melina Iannizzi Catalano, Jutta Bouchard, Lucy Ferracane, Catherine Guillemette, Annie Hebert
  - Nadia Iacino, Mark Michel, Karen Sauve, Natalie Zobyhan (voting member to replace Shaun Amaral), Anthony Morello, Genevieve Therrien
  - Heidi Sauve and Jennifer Saraceno (Graduation Committee)
  - Steve Bouchard (Community Representative)
  - Not present: Shaun Amaral

## **2. Adoption of the Agenda**

- Motion 20-044 to adopt the Agenda, motioned by Mark. Motion passed.

## **3. Adoption of the Previous Meeting's Minutes: September 30, 2020**

- Motion 20-045 to adopt the Meeting Minutes without slight changes to be made by secretary, motioned by Lucy. Motion passed.

## **4. Graduation Committee and Home and School (H&S) Updates**

### **4.1 Graduation Committee**

#### **4.1.1 Grad Hoodie Funding**

- Due to the inability to fundraise right now, the Grad Committee is asking for permission to ask parents for the money (\$35) to fund the sweatshirts.
- The vote on the student's art work has been completed, as of October 21, 2020 and the vendor can start production within ~10 days.
- The carry-over amount of \$2000 will be used to potentially pay for children who are unable to pay for the sweatshirt.
- Anthony Morello has made a generous offer to help support the grad committee. Heidi will touch base with Anthony.
- Motion 20-046 to ask parents for the money (\$35) to fund the sweatshirts. Motioned by Lucy. Motion passed.

### **4.2 H&S**

- Not present for the meeting.

## **5. Business Arising from Minutes**

### **5.1 Review Internal Rules of Management**

- Section 2. Add the word "students" to general fundraising for the benefit of the school.
- Section 4 - Change section 9 to section 10.
- Section 5 - Mark has suggested to add H&S come to the GB once a year to discuss their plan, especially regarding capital-related items. To be added "The fundraising committee will submit a status update to the GB at the end of the year or beginning of the year for multi-year fundraising initiatives" to be added to Section 9 - Managing Funds.
- Section 7 - Nathalie has suggested that we add 2 months prior to the date for a list of the fundraising proposals should be submitted to GB. This is addressed in section 10.
- Section 9 - Mark has asked if GB should have visibility on the H&S and Graduation Committee financials. Not seen as required by GB.

- Section 9 - Mark has asked if there should be any guidelines regarding the float for H&S and Graduation Committee (and anyone who fundraises). Not seen as required by GB.
- Mark has asked if H&S and Graduation Committee should be involved in the Fundraising Policy discussion? Nadia replied that both committees are invited to the GB meeting and have access to all documents and could provide feedback as a public member representative.
- Karen has suggested that we ensure to review the Fundraising Summary upon completion of the fundraiser.
- Motion 20-047 to approve the Fundraising Policy, pending editorial changes, by Nathalie. Motion passed.

## **5.2 Fundraising Policy**

- The Education Act states that we must hold the meeting publicly however seeing that we have been afforded the leniency to do ZOOM meetings, we will not be making this change to the IRM.
- 2. Agenda - date range will be adjusted to "2-4 days"
- Mark has asked if GB could use the public question period to ask questions. Nadia has said that these questions could be added to the Agenda during the Adoption of the Agenda phase of the meeting.
- Motion 20-048 to approve the Internal Rules of Management,, by Jutta. Motion passed.

## **6. New Business**

### **6.1 Covid Response Protocols**

- The school/school board does not make any decisions - Sante Publique makes the decisions.
- Sante Publique is advised; school board directs principal; if a positive case in the classroom, class is closed; siblings class is closed; staff are advised, then parents. Await further instruction from Sante Publique.

### **6.2 Split Classes**

- There are all ability levels in a split class and therefore no different than a regular classroom; look at all aspects when determining the class.
- We are required to stay within a maximum number of students per grade; at times, there is no choice due to the number of students; often it is a choice; At MMES, it is often a requirement due to the number of students.
- The teachers work hard to adjust to each student's learning level.
- The social emotional skills are learned are beneficial (teamwork, leadership, decision-making skills, strong sense of community).

### **6.3 GB Budget**

- Tabled to the next meeting.

## **7. Field Trips/Upcoming Events**

### **7.1 Field Trips**

- There are no field trips permitted at this time; postponed to December

### **7.2 Upcoming Events**

- None.

### **7.3 Fundraisers, rentals, and other topics**

- None.

## 8. Reports

### 8.1 Principal's Report

- Susan discussed the report.
- Evaluations and IEPS went home.
- New directives stated that we would now have 2 report cards, instead of 3. November report card will not take place. The first will come in January and the final in June.
- Parent-Teacher interviews will still take place in November but they will be done via ZOOM or telephone.
- The Playground Committee met with H&S. Quotes are being obtained. It may be too late for the Fall.
- Halloween events are being planned
- CLSC Grade 4 and 5 vaccinations are being postponed to next year.
- Lead testing of drinking water is taking place in the school and all LBPSBs. Results will be shared with the public.

### 8.2 Teacher's Report

- Lucy will send in the report.

### 8.3 Daycare Report

- Jutta will send in report.

### 8.4 Regional Parents' Committee (PC)

- MSR will be in Google Docs.

### 8.5 Commissioner's Report

- None

## 9. Correspondence

- None

## 10. Public Question Period

- **Why are we not permitted to use balls within the safety of the class bubble?**
- This particular topic is not a mandate of the Governing Board. No vote from members was required. The Covid-19 safety protocols are the responsibility of the school's Administration. The question from Public was addressed by the Principal as follows:
  - This question was discussed as a staff before school began, it was felt that there was no way to ensure that balls would stay within the playground lines of the classroom bubbles.
  - As well, the balls tend to go over the fence onto the community bike path. We cannot allow students to go outside of the school yard to retrieve balls at this time.
  - Other items have been ordered for children to play with in their bubbles (e.g. skipping ropes, etc.). Each classroom bubble will have these items to play with at recess and lunch.
  - For the safety of our students and staff, we will not consider balls at this time.

## 11. Next Meeting

### 12.1 Date and time of next meeting

- Next meeting will take place on November 25, 2020 at 6:30pm.

### 12.2 Future topics

- GB Budget

Motion 20-049 to adopt the adjourn the meeting, motioned by Annie . Motion passed.

**Meeting adjourned at 8:35pm.**