



SHERBROOKE ACADEMY JUNIOR
Governing Board Minutes
Tuesday, January 22 2019

Parent Reps: Amanda Bruno, Travis Chalmers, Victoria Delatolla, Derek Dugas, Joseph Valenti

Staff Reps: Tracy Brenie, Tanya Rudolph, Marie-France Cousineau, Sara Stets, Cathy Malone

Commissioner: Marty Sherman

Principal: Laurence Assouline

1. Welcome & Call to order

- Meeting was called to order at 6:35 pm

2. Approval of the Agenda

- The agenda was approved unanimously via a motion moved by J. Valenti & seconded by T. Chalmers

3. Approval of the November 20 2018 Minutes

- The minutes from the November 20th meeting were approved unanimously via a motion moved by V. Delatolla & seconded by A. Bruno

4. Public Question Period

- At the November 20th governing board meeting Derek Dugas initiated a conversation concerning the replacement of a parent voting member; prior to the meeting, Ms. Gill expressed to Ms. Di Iorio that she was interested in this position, Ms. Di Iorio then advised the governing board regarding Ms. Gill's interest
- A discussion ensued among the members that this position should go to the alternative parents who were in attendance at this meeting
- The alternative parents in attendance, Travis Chalmers, Paul Jasinski & Vanessa Simoneau all indicated they were interested in this position
- Since Travis Chalmers was next in line as alternative parent, he was nominated as a voting parent representative of the governing board
- Ms. Gill was extremely disappointed with the outcome of this vote
- Ms. Gill felt like the process was not transparent, she questioned the process & asked why her interest in joining the governing board was not even considered

- The decision was based on the fact that the alternate parent who was present at the November 20th governing board meeting was voting onto the governing board

- The governing board realizes that it was a very unfortunate situation, they in turn appreciate the willingness that Ms. Gill would like to be part of the governing board
- It was also noted that there is no process written in the Internal Rules
- The process on how to vote in governing board substitutes will be highlighted in the Internal Rules

5. Matters Arising

5.1 Welcome Principal

- It's an honor to welcome Laurence Assouline to the Sherbrooke Jr governing board

5.2 Review of the Governing Board Mandate – Presentation Given by Genevieve Dugré

5.2.1 Please refer to the link below for the Governing Board Mandate

[Governing Board Mandate](#)

5.3 School Spirit Wear/Uniform

5.3.1 Adhoc Committee Formation

- It was decided to form an Adhoc Committee
- Members include D. Dugas, V. Delatolla, T. Chalmers, & L. Assouline
- An update on this topic will be given at the February governing board meeting

5.4 Heights Park Renovation

- Budget has been approved
- City did a great job in researching this renovation
- Nice design including new play gear, new benches & new lighting

5.5 Educational Project Update

- Tabled to next meeting

5.6 Letter to Monsieur Legault

- The governing board has agreed to drop this initiative; this decision was approved unanimously via a motion moved by V. Delatolla & seconded by T. Rudolph

5.7 School Promotional Adhoc Committee Update

- It was noted that J. Valenti went above & beyond with this project, thank you for all of your efforts!
- Mr Valenti handed out open house posters to many daycares in the area
- More marketing has to be initialized to help promote our schools/open houses

6. New Business

6.1 Field Trip & Fundraising Request Approvals

Activity			Date & Time	Transportation			Organizer
Fundraiser	Outing	Detail		Bus	Walk	Other	
X		Les supers recycleurs: dons de vêtements usagés. \$ donated by the organism in exchange of clothes	March 28 (celebration of learning)			Fundraiser for environmental club	Katherine Divolis

- Les Supers Recycleurs; Dons de Vêtements Usagés was approved unanimously via a motion moved by T. Rudolph & seconded by T. Chalmers

6.2 Approval of Service Contracts

Homework program	Meghan Fabbro	\$35/hour	Wednesdays/Fridays 4 hours/day Jan 9 to April 17
Francisation	Zachary Mandelzys/Thereza Casey	\$35/hour	Fridays 2 hours/day Jan 18 to June 14

- The service contracts for Meghan Fabbro, Zachary Mandelzys & Thereza Casey were all approved unanimously via a motion moved by V. Delatolla & seconded by T. Chalmers

6.3 Consultation Principal Selection Criteria

- Discussion ensued
- D. Dugas will draft a document & it will be reviewed at the February governing board meeting

7. Reports

7.1 Home & School

- H&S hosted a parent's night out at Microbrasserie Labrosse on November 27; 11 parents got together for some beer tasting, snacks & lots of good laughs. Additional parents' events will be planned in 2019
- Fundscrip – for the first campaign of the year we sold \$22,335 worth of Fundscrip cards & made a profit of \$913. We are looking at options to run this fundraiser again this year via online form

- Holiday Bazaar (December 14 @ SR) – children from both campuses got their holiday shopping done at our annual bazaar held at senior campus. Home & school covered costs of bussing the junior students. All gifts were 2\$, our elves helped children choose the perfect gifts, then gift wrapped them for holiday giving. Always a magical experience!
- Holiday Baskets – We collected food enough to support 7 families with very large donations of non-perishables, gift cards for Adonis or Super C, movie passes & small gifts for each family member. We had enough left over to make a large food & money donation to On Rock

Upcoming Events:

- Home & school will be helping with open house & the information evening on January 24th & 29th. We will be providing refreshments, & will be on hand to answer questions about Home & School
- We will be providing hot chocolate for both campuses during carnival week, Feb 25th
- Planned movie night awaiting new sound system at senior. We are hoping this happens shortly after March break. This is a planned fundraiser to help with the costs of the new system. Details to follow.
- Staff appreciation planning is well underway & will take place the week of February 11th
- Next Home & School meeting will be taking place on February 6th at 6:30pm @ JR campus

7.2 Commissioner's Report

- Council meeting will be taking place next week
- Funds have always been allocated regarding each schools specific needs

7.3 Principal's Report

My background:

- Cycle 1 VP @ JRHS from Sept 2016 to Dec 2018
- Grade 6 teacher @ Beechwood Elementary School

Acknowledgment:

- Thank you to the staff & community for welcoming me. It's a pleasure to work in such a professional environment where warmth & empathy is present all over the school. Your child is really the heart of our school & every decision is made to enhance children intellectual, social & emotional development
- Thank you to the Ad Hoc committee for promoting the school with such passion
- A big thank you to the Home & School for organizing the Family Holiday Fair on December 8, the Holiday Bazaar on December 14, & for providing cookies & juice for our Holiday Pajama Celebration on December 21

School Board News

- May 17 is when we will celebrate the board 20th anniversary. It's a Ped day & the Daycare will be closed

School News:

- Thereza Casey will replace Zachary Mandelsky. Enseignant de soutien et francisation
- Jan 10: Urban Seedlings came to grow an indoor basil herb garden during the winter. The children learned about planting, tending a garden, & harvesting through a workshop. Teachers will apply for an Entrepreneurial Grant to sustain our project monetarily. Special thanks to Lianne Feher, Sonia Balazovjeh & Kirsten Greb for taking the lead with this project
- Bear Den Assembly was on Friday Jan 18th; theme is Autodiscipline
- Lunch time activities, ran by teachers, started this week & they are full, until March break
 - Tuesdays: Art
 - Wednesdays: Basketball, School Fun Spirit Club
 - Thursdays: Dance

Environmental Club

- Environmental Club mandate: recycling markers, recycling batteries, in school composting, recycling clothes thanks to les Super Recycleurs
- Les Super Recycleurs will come to our school on March 28th, during our celebration of learning. It is an entrepreneurial initiative. Thank you to Katherine Divolis for coordinating that event
- Skating week: January 18th to Feb 1st K & Cycle 1 (TBD) location. Homeroom teachers will inform parents with their schedule. They have already started to ask for volunteers
- Hot chocolate will be offered to students. Thank you Home & School!
- Jan 25th Ped Day: Cycle Team meetings, Committees meeting, Grant applications, visit from Dorval elementary teachers to see our UDL environment
- Feb 7th Tennis Quebec & producteurs laitiers du Québec will visit the school; we have been selected to have tennis workshop for students & nutrition workshops for staff & students
- Carnival Week (Feb 25th to March 1st) committee will meet on Jan 25th

7.4 Daycare Report

Staffing:

- We are a team of ten people, daycare technician, two staff who work three shifts per day (am, lunch, pm), three staff who work lunch & afternoon as well as three lunch supervisors & one handicap attendant. We also have two replacement people who we can call on if someone is sick or absent
- Rose Di Iorio is still on light duties & will now be staying until 6:00pm starting today. Hopefully we will have Rose back when she is good & ready for our morning & lunch programs as well

Training & Workshops:

- The workshop I attended on November 23rd was geared towards helping staff work towards change & how to encourage positive changes for staff, children & peers. To appreciate the challenges that can come when daily, weekly & monthly changes are made
- We have a workshop coming up on February 7th in collaboration with the tennis clinics being offered, our staff will receive a training with producteurs laitiers du Quebec around the topic of nutrition during lunch hour & how to present alternatives to students & suggestions to parents. I will have more information about the direction of the workshop after this week

Pedagogical Days:

- We had Electro-tag on November 29th, the animator leading the games was phenomenal & all the children LOVED the games in the gym. There was laser-tag type games in the gym as well as team leadership games
- On November 30th we had received notice prior to the ped day that our school may not have electricity. Sherbrooke Senior graciously hosted our students & it was a great day with pyjamas & pancakes, outside play, arts & crafts and gym games
- Our next pedagogical day is this Friday January 25th & we will be going to ZigZagZoo in Vaudreuil. We have 55 students registered for the day & 5 staff who will be going on the outing. Two staff will be present in the afternoon for activities & closing the daycare services at 6:00pm.
- The February 8th ped day has been cancelled & we are not offering ped day services during this time. We closed as a professional development day to be able to have some of our staff re-certify their CPR

Morning Programs:

- I will be coordinating with the Sr. school daycare technician Michele to offer a BOKS training session for all educators & lunch monitors so that we can encourage movement breaks throughout each day as a redirection tool for students. Mrs. Greb has agreed to run the BOKS morning program for the month of February, registration letters will go out this week & it will begin February 6th until February 27th from 7:30-8:00 am for morning daycare students who are interested

Lunch Programs:

- Chartwells is running three days per week with the option of two meals each day. This has provided more options for the families to choose for their child. Cancellations continue to be available on the same day prior to 7:00 am. Teacher led activities are starting up again this week & all the groups are full. I organize four teams of soccer as well, I ask each grade 1 & 2 class & put them on a team that will then run until carnival week (week of February 25th)
- I will be sending out a letter this week for kindergarten parents to sign up for BOKS during the lunch hour. I will be running it for the month of February for kindergarten only on Fridays. The BOKS kindergarten will be for all students in kindergarten. The places will be limited (5 per class) and if there are many students we will also run one in March for another group of 5 students per kindergarten class. That way a rotation can be in place. The BOKS session will last 35-40 minutes because it is during an extended lunch program

After School:

- Our after school program has a routine Mondays to Thursdays with children going outdoors first followed by snack & then an activity. Activities rotate each week from arts & crafts, to gym sports/games, computer time & free play in the daycare room (*foose ball*, barbie house, board games, etc). On Fridays we have different choices available such as; outdoors, free play daycare rooms, computers & gym. The educators will choose each Friday which activity they will be in for the activity period. We will have movies on Fridays once a month (if we cannot go outside, due to weather)
- After the activity we have a built in movement break for the children to get their energy out. *Homework Program* times will be offered from 5:00-5:25 pm Mondays to Thursdays for students & parents who would like their child to get a head start on their homework before being picked up. During this time the student is asked to work quietly & unfortunately due to our ratios we do not have homework supports, but we do have a quiet space for them to work on their own independently. We ask that all parents verify their child's homework & pochette for notes from their teacher
- Listed below are the Daycare activities that are to be approved by the governing board:

Karate Sportif	Winter session	\$180.00/10 weeks	Mondays 2:45- 3:45 pm Jan 28 -April 8
Karate Sportif	Spring Session	\$90.00 / 5 weeks	Mondays 2:45-3:45 pm April 15 - May 27
Sportball	Winter Session	\$126.47 (\$110 +tx) 10 weeks	Wednesdays 2:45-3:45 January 30 - April 10
Sportball	Spring Session	\$63.24 (\$55 + tx) 5 weeks	Wednesdays 2:45-3:45 April 17 - May 15

- The above mentioned daycare activities were all approved unanimously via a motion moved by A. Bruno & seconded by V. Delatolla

7.5 Teachers' Report

- Guignolee in December was a success! We raised over \$1000.00 for Dans la Rue. Thank you to all parents for their support
- Les Soeurs Kif Kif presentation was enjoyed by all students & staff in December
- Urban Seedling came to the school January 10th to teach the students how to plant & care for their own herb garden
- January Ped Day, some teachers will be writing different entrepreneurial grants
- Skating week is next week. A letter will be coming home to indicate which days & times the various classes will be going
- Cycle 1 teachers received LEGO We-Do training. The board will be ordering kits for us to begin this with the students in the future
- Reading program has started again in Cycle 1
- Running records (formal reading evaluations) have begun for Cycle 1 students

- Grade 1 students are learning how to solve a situational problem in math
- Kindergarten will be learning about Chinese New Year, Africa & Children of the World
- Grade 2 students finished their Signature units on different animals
- Grade 2 students are practicing the concept of time using applications that our school tech added to the ipads in the commons learning center

7.6 Regional Parent Committee Report

- No report was presented

8 Varia

- No varia was mentioned

9 Correspondence

- No correspondence was received

10 Adjournment

- A motion to adjourn the meeting was made at 8:30 pm & was passed unanimously; the next governing board meeting is scheduled for Tuesday, February 19 2019 @ 6:30 pm

Respectfully submitted by Sue Day, Executive Assistant, High School Sector

Approved _____

Principal

Approved _____

Governing Board Chair