

**Sherbrooke Academy Junior  
Governing Board Minutes  
Tuesday April 16, 2019**

**Parent Reps:** Amanda Bruno, Kimberly Gill, Joseph Valenti, Paul Jasinsk, Travis Chalmers

**Staff Reps:** Kristen Greb, Sarah Stets, Tracey Brenie, Cathy Malone, Tanya Rudolph

**Commissioner:** Marty Sherman

**Principal:** Laurence Assouline

**1. Welcome and Call to Order**

Meeting was called to order at 6:37 pm

**2. Approval of the Agenda**

Travis Chalmers: Addition to the Agenda: Under Varia – update of website. Approved by Kristin Greb and seconded Tanya Rudolph

**3. Approval of the February 26, 2019 Minutes**

Approved by Sarah Stets and seconded by Tanya Rudolph

**4. Public Question Period**

- Public asked about mandatory volunteering of parents of SAJ students. This is something that is mandatory at another school and it was asked if the same could be made mandatory at SAJ . Questioned whether or not this would be helpful to increase the capacity of volunteers at our school.
- Laurence advised that SAJ requests for parent volunteers as SAJ is not allowed to make this mandatory. Stated that at SAJ we have an abundance of parents who are involved in the school and volunteering.
- Home and School – this is an opportunity for parents to also volunteer as they are often looking for volunteers. Concerned about how to get information from Home and School. Many parents do not get the emails as you have to pay a fee to be on the emailing list. Home and School also has a Facebook page and make announcements via Facebook. This feedback will be brought to the attention of Home and School at their next meeting in May.
- Discussion about volunteering and how this information is shared with parents stressing the importance of volunteering and being involved in the school.

**5. Matters Arising:**

**5.1 Dress Code Ad-hoc Committee Update**

- Sub-committee met last week. Discussion about adopting school colours for the dress code, not a uniform. September 2019 this will be discussed further given the new school year is a few short months away. 80 percent vote for community and 90 percent vote for teachers needs to be reached for this to be adopted.
- School T--shirt is being designed for all students to wear for physical education or on field trip. The t-shirt will be turquoise and polyester material. Colour was selected as it matches the school logo. School logo would be on the t-shirt with PAWS on the back. Design is in progress.

## **5.2 Heights Park Renovations Update**

- Final design is not on paper yet
- Project will be completed this summer and will impact the daycare's ability to utilize the park from May until the end of the school year.

## **5.3 Emergency Plan Update**

- We have the key for the Heights Park chalet here at the school which is located in our emergency kit
- Laurence will verify the capacity of the chalet to ensure capacity for all students. We also have access to the Church which is also part of our emergency plan.

## **6. New Business:**

### **6.1 Governing Board Composition**

- Review of the composition of our committee members as requested by the School Board. Currently we have: 5 parent members 4 staff members (3 teachers, 1 support and 1 daycare technician) and 2 community members.
- Motion that we approve this composition of our GB for 2018-2019. Motion was approved by Travis Chalmers seconded by Joseph Valenti.

## 6.2 Field Trip and Fundraising Request Approvals

Activity				Date & Time	Destination	Transportation			Organizer	Cost to Student	Approval Date
Fundraiser	Outing	Detail	Who			Bus	Walk	Other			
X		Jump rope for heart		April 18th: kick off April 30st 10:30-11:30	@ school				Mr Gill	0	
	X	Visit to Beaconsfield library Author presentation	G1s and G1/2	May 8th	Beaconsfield library	X					
	X	Cross country	All school	May 14th	Dorset elementary school	X			Mr Gill	6\$	
	X	Play at Christmas park	Kindergarten	May 16th	Christmas park	X			Nadia Jasmin	0	
		School music concert	All school	May 29th 1 pm	@ school				Mr Gill Miss Fabbro		

Motion to Approve Field Trips. Approved by Tanya Rudolph. Seconded by Travis Chalmers

## 6.3 School Fees 2019-2020

- Review of the recommended school fees for 2019-2020:
  - ✓ Kindergarten \$40.00 per student
  - ✓ Grade 1 \$79.43 per student
  - ✓ Grade 2 \$71.31 per student
- Cost per student for fees meets the standards as directed by the LBPSB.
- Motion to approve the school fees. Motion was approved by Joe Valenti. Seconded by Kristen Greb.

- Discussion about how other supplies are purchased (paper, art supplies etc.). Laurence advised that that several grants assist with the purchase of these supplies.
- Parents continue to have the ability to make donations of supplies to the school which are graciously accepted by the teachers and school.
- Parents have the ability to make a cash donation to the school however Marty Sherman further advised that parents can make a donation to the Pearson fund and they would receive a tax receipt.

#### **6.4 School Supplies**

- Recommended school supply list for all grades was reviewed.
- Will be posted at the end of the school year for parents to access the lists
- Motion to approve school supply list. Motion was approved by Joe Valenti. Seconded by Paul Jasnisk.
- Editions Vaudreuil will be provided with the lists and parents can contact the company to order their school supplies. Motion to approve Editions Vaudreuil approved by Joseph Valenti. Seconded by Cathy Malone.

#### **6.5 School Hours**

- Two (2) Twenty (20) minute recess periods will be introduced at SAJ in 2019-2020
- School hours are dictated by the transportation department given the multiple schools they provide transportation for
- There is no change for the start of the school day. School will begin at 8:10 am
- There will be a change at the end of the day. The bell will ring at 2:40 pm and the busses will leave at 2:50 pm.

#### **6.6 Capital Project Information**

- Budget was allocated to the school on a 5 year plan to improve the building. SAJ will benefit from this funding this year. During the summer months outdoor work will be completed, roofing renovations, Vide Saitaire will be completed, the gym floor will be redone and the curtains will be replaced on the windows and the stage. Electric basketball nets will be installed and the ceiling will be renovated. Camera will be installed inside and outside of the school to increase security. Bathroom stall doors will be replaced and the flushing mechanism will be improved.

### **7. Reports**

#### **7.1 Home and School**

##### **Recap of Home & School initiatives from last month:**

- Movie night was a success! The event took place on Friday March 22<sup>nd</sup> at SR campus and the movie shown was "Race Time". We sold 160 tickets at a price of \$7 a ticket as well as pizza and snacks for a total of \$1100. Unfortunately, due to the delay in the installation of the new

A/V system at SR school we had pay to rent the movie screen for the event and therefore did not make any profit. But all in attendance had a great time!

- Parent's night out bowling activity on April 2 was cancelled due to lack of interest.

### **Upcoming Events:**

- H&S elections – work has begun to determine vacancies on our executive and elections will be held at our May 2019 meeting. All candidates interested in joining the H&S executive or members interested in voting are invited to attend.
- Year-end party – The event will be held at JR school on June 5 (rain date: June 6). We will be having a BBQ, serving hot dogs and hamburgers. The ice cream truck will be onsite selling ice cream and Break City will be back with amazing music and dancing. Other activities are still being confirmed but may include face painting and Sportlife.

### **Requests from Senior or Junior Governing Board this month**

**Next H&S meeting: May 1, 2018 at 6:30pm @ SR campus**

#### **7.2 Commissioners Report**

- Director General will be retiring
- Bill 21 – Religious Symbols ban – Given the sensitive nature of this Bill, LBPSB has taken a position that they will not be acting on this Bill.
- Financially – CAQ have been providing funding to the schools. The government supports education. Money received has been reinvested in the schools under the LBPSB umbrella.

#### **7.3 Principal**

##### **1. Acknowledgment:**

- Teachers and staff for their effort in promoting and beautifying the school during Celebration of learning
- The Environmental Club for their initiative with the super recycleurs
- Congrats to our very own Environmental Club AND Bison News students and teachers who were on Global news and Breakfast Television!
- Thank you to Metro Plus Beaconsfield grocery store who welcomed the Kindergarten students for a fun and educational field trip.

##### **2. School news:**

- We are trying to develop bonds between the 2 campus: we went to senior to see their production this afternoon and we had a visit from Senior's peace ambassadors and their teachers last Thursday.
- Bear Den Assembly/kick off for jump rope for hearts is Thursday; Mr. Gill has been practicing with some students who will demonstrate their skills.
- Drama therapy: Avery and SJ ,master students from Concordia, will be with us on Mondays pm, starting March 11th and they will work with Kindergarten. They are already working Fridays at school. Their last day is Friday April 26th.
- Homework program will stop Thursday.
- Francisation will come to an end May 2nd.
- Staffing update

- Spring lunch program will start after Easter break

## **7.4 Daycare**

### **Staffing:**

- Rose Di Iorio continues to be on light duties helping out in the afternoons by greeting parents, helping children find lost items, giving ice packs if needed. Elizabeth Rowe was also welcomed back last week on light duties and is helping out with lunch time administration (answering the doors and phones), helping to organize our daycare space, etc.
- We have a few new replacement staff during lunch and afternoon programming, the children have responded positively to their approach and commitment to foster positive relationships.

### **Administration:**

- Tax season 2018 has been completed and we are now focusing on the registration process that will begin within the next few weeks (usually end of April to early May). This provides us with an opportunity to assess our possible staffing needs for next academic year.

### **Pedagogical Days:**

- Our last pedagogical day was an outing to Ubisoft Lapin Cretins. Our participation numbers were lower than expected. We usually have between 50-60 students for an outing, however we only had 36 students. I think some of the feedback that came from parents is the impression that the play area is “video game oriented”. There is a virtual reality area, however there are also climbing structures, a huge ball pit and the space is relatively small in comparison to other indoor play centres for safety purposes. The other positive for this outing is Ubisoft closed the indoor play centre to our school only (we had not anticipated this). No other children, groups, families were permitted during our “rental”, which also makes it much more manageable for our staff.
- It is an outing I think we should try again next year, however I will explain to our parents more of what the day looks like.

### **Morning Programs:**

- Our BOKS programs have been postponed, possibly cancelled until further notice. However, each morning weather permitting, students go into the small yard located right through the daycare doors and they bring skipping ropes, hula hoops, little bouncy balls and sidewalk chalk. This encourages the students to let out all their energy before going to class.
- During the morning programs there is an open/free play dynamic and the students can play board games, Barbie’s, foose ball table or go outdoors to play. It is a fun and lively dynamic each morning.

### **Lunch Programs:**

- Lunch programs with teacher led activities and soccer with daycare will be starting back up again the week of April 29<sup>th</sup>. We are encouraging parents to pay their lunch fees for their child to be able to participate in our lunch time activities (daycare or teacher led).

### **After School:**

- Our Karate spring session started this past Monday April 15<sup>th</sup> 2019. The attendance is a bit smaller than the fall & winter session but I also think that is because warmer weather is coming and children want to be outside.
- Our program schedule is set up in a way that it allows for the activities to be child-led. We also encourage children to stay outdoors longer, we also have movement breaks built into our daily schedule.
- We do not have a snack program, however many children ate their snacks during lunch and the only thing we have to give is if Chartwells snacks were not eaten during lunch time programming. We are open to suggestions as we speak to parents on a weekly basis for snacks and sending extra snacks.

## **7.5 Teachers report**

### Kindergarten:

- Nutrition month was a HUGE success. The children were able to explore their taste buds and cooking skills throughout the entire month. The children visited Metro Plus Beaconsfield to walk the aisles of the store and learn about the different departments. The children then had to purchase the items needed to make the meal for the luncheon on March 28<sup>th</sup>. This was all possible thanks for Katherine who was awarded the Green Apple grant from Metro
- The Home Reading Program has begun. Parents appreciated the workshop that was given in March to help them get ready for reading with their child at home
- Themes for this month: Spring, Space, Earth Day/Environment

### Grade 1:

- The animal projects are complete
- The home reading programme is very well received and is benefiting students greatly
- We are noticing an increased level of maturity in the students: they are getting ready for grade 2!
- Participation in the Number Rumble online math competition run by 10 Monkeys Math World is underway
- The students are preparing a play: Au revoir Lucy
- Robotics

### Grade 2:

- Beth Acton visited the students with sheep brains as part of a Signatures topic: the brain
- Beth will be returning to do a presentation on the heart
- GB plus evaluations are underway
- Mme Cousineau's class will be working on short plays to present in class
- Mme Malone's class continues to work on Les capsules videos with Nancy Robitaille and the BHS Bison News team. They will be back for 2 more visits to complete the project (dates TBD)

Spring activities will be starting shortly

Senior school play was enjoyed by most!

### **7.6 Regional Parent Committee**

- Parent representative from every school attends the meetings
- Riverdale and Bill 21 have been highlights of late
- Increased interest in marketing to out-reach to eligible parents to have their child register at LBPSB schools. There is an awareness for parents to be aware of the programming at LBPSB and the French component that is offered

### **7.7 SR GB Community Representative**

- H&S reported on movie night.
- Executive positions open
- Senior School Daycare would like Tracey Brenie's temperature grid that she created

### **8. Varia**

Travis – Updating the Website – Travis will speak with Laurence about the updates required

### **9. Correspondence**

None

### **10. Adjournment**

- Motion to adjourn the meeting was made at 8:23 pm by Kristin Greb. Seconded by Tanya Rudolph. The next Governing Board meeting is scheduled for Tuesday May 28, 2019.

Minutes Prepared by Kimberly Gill