

**Verdun Elementary School Governing Board Meeting
January 24, 2017 at 5:35-6:50 PM**

Present: Sandra Luther; Mary Anne Fykes; Natalie Lalonde; Louise Dorais; Diane Tierney; Jessica Jardim; Chris Mavritsakis; Roy Valerio; Sarah Davey; Tracey Brenie

Regrets: Kim Duquette; David Lefneski; Kim Dyer; John Ranger; Amber Valente; Mary Anne Davis

1. Welcome:

1.1. Happy New Year

2. Additions to the Agenda

- 2.1.** Library Campaign: parent volunteer would like to start a "Crowdfunding" campaign; it cannot be brought forth by the parent but could be approved by the Governing Board; in order to access the money, the entire amount would have to be collected; an alternative way to raise funds can be done through the Pearson Education Foundation.

MOTION #29: Motion to approve fundraising through Pearson Foundation specifically for the library moved by Mary Anne seconded by Diane Tierney. Carried unanimously

3. Approval of the Agenda:

MOTION #19: Motion to approve the agenda moved by Natalie Lalonde seconded by Diane Tierney . Carried unanimously

4. Corrections/Approval of minutes: November 2016

- 4.1.** none

MOTION #20: Motion to approve the minutes December 2016 meeting moved by Mary Anne Fykes seconded by Diane Tierney . Carried unanimously

5. Correspondence:

- 5.1. Newsletter sent to the VES families and website updated:** January 2017 sent out via email; Sheila Morrison will be taking over the hot lunch duties

6. Field Trip Approval:

6.1. Daycare Outings:

- 6.1.1.** Bowling: afternoon Feb 10; 3 supervisors 25 students, all will walk up the street to 1:00-2:30 cost \$5.25

MOTION # 21 to approve the daycare trip to the Bowling Alley on Feb. 10, 2017 moved by Roy seconded by Diane Tierney; passed unanimously

6.2. Homerooms/School:

- 6.2.1.** LBPSB Junior Leadership conference at Westpark Elem children to travel by school bus leave at 8-2:00 ratio

MOTION #22 to approve the Leadership to Westpark School Feb. 10, 2017 trip moved by Louise seconded by Natalie passed unanimously

6.3. Fundraisers:

- 6.3.1. Social Justice Club:** Jelly Bellie challenge to raise funds for St-Michael's Mission; at Open House \$1.00/guess or \$3.00/2 guesses; may extend the fundraiser to a lunch hour or two on Fridays when Mary Anne is present

MOTION #23 to approve the Fundraiser moved by Sarah Davey seconded by Diane Tierney passed unanimously

7. New Business:

- 7.1. Daycare Budget:** revised resolution

MOTION #24 Mary Anne seconded by Diane

NOVEMBER DAYCARE AND LUNCHTIME REVISED BUDGET

WHEREAS school board procedures state that principals propose and governing boards adopt the "November revised" budget for the current year prior to December 15th, and

WHEREAS the school board daycare and lunch program template includes the prior year actual financial information to assist in the preparation of the November revised budget; and

WHEREAS the governing board of VERDUN ELEMENTARY SCHOOL has reviewed the 2015-2016 financial statements showing revenues of \$289,605 and expenses of \$257,637 and giving a net result of \$31,969 and a cumulative non reserved surplus as of June 30th, 2015 of \$2,163.00; and

WHEREAS the governing board of VERDUN ELEMENTARY SCHOOL has reviewed the proposed 2016-2017 November revised budget as submitted by the principal at the December 6, 2016 governing board meeting, showing revenues of \$284,002 and expenses of \$284,002 and giving a budgeted net result of \$2,163.

WHEREFORE BE IT RESOLVED that, on a motion by Mary Anne Fyles

Seconded by, John Ranger that the November revised budget for 2016-17 school year be accepted.

Janice Smith
Chairperson of Governing Board

S. Lutzger
Principal

December 6th, 2016

7.2. Verdun Elementary School Budget: revised resolution

MOTION #25 surplus of \$8069 Louise seconded by Sarah

WHEREAS school board procedures state the principals/centre directors propose and governing boards adopt the “November revised” budget for the current year prior to December 12th, and

WHEREAS the school board template includes the prior year actual financial information to assist in the preparation of the November revised budget; and

WHEREAS the governing board of VERDUN ELEMENTARY SCHOOL has reviewed the 2015-2016 financial statements showing revenues of \$73,354 and expenses of \$63,086 and giving a net result of 10,269 and a cumulative non reserved surplus as at June 30th 2015 of \$8, 089 and

WHEREAS the governing board has reviewed the 2016-2017 In Trust account; and

WHEREAS the governing board of VERDUN ELEMENTARY SCHOOL has reviewed the proposed 2016-2017 November revised budget as submitted by the principal at the January 24, 2017 governing board meeting, showing revenues of \$62,960 and expenses of \$62,960 and giving a budgeted net result of \$ 0

WHEREFORE BE IT RESOLVED that, on a motion by _____, seconded by _____, that the November revised budget for the 2016-2017 school year be accepted.

Ms. Jessica Jardim
Chairperson of Governing Board

Sandra Luther
Principal

January 24, 2017

7.3. VES Approach to Basic School Regulation:

Approving the approach proposed by the principal for the implementation of the Basic School Regulation.

o The report cards are provided no later than 20 November for the first term, 15 March for the second term and 10 July for the third term

o The principal shall ensure that the following documents are provided to the parents: general school rules, calendar, information on the student’s programs of studies and a list of the

materials requested for the programs, summary of the standards and procedures for the evaluation of student learning approved by the school principal,

o The school calendar for students shall consist of the equivalent of a maximum of 200 days, at least 180 of which must be devoted to educational services.

o Subject Time Allocation: VES adheres to the compulsory subjects outlined in the BSR and to the suggested number of hours per week

MOTION #26 to approve VES's approach to Basic School Regulation moved by Diane seconded by Natalie unanimous

7.4. Selection Criteria for Principal:

MOTION #27 to approve the criteria as it was presented last year moved by Diane seconded by Natalie, passed unanimously

7.5. Budget Consultation:

- Table until the next meeting, please read and forward any feedback to the Chairperson when there will be a discussion regarding the consultation deadline by March 31st

8. Business Arising:

8.1. Adopt GB Annual Report: attached to Agenda

Corrections: remove Natalie Lalonde and add Katie Mahoney; Correct Mary Anne's name

MOTION #28 to adopt the GB Annual Report submitted by Mylene Allard moved by Sarah seconded by Natalie

9. Reports:

9.1. Principal:

- A huge and heartfelt thank you to our Staff members, Mary-Anne Fykes, V.E.S.P.A volunteers, our City Councillor, Sterling Downey, our School Commissioner, Mary-Ann Davis, our Southwest Mission partners, our Share the Warmth partners, LBPSB community donors, Pearson Educational Foundation and the Montreal Community Cares Foundation for helping to make the Holiday Season a happy and festive one for our students and their families. The generosity and support of all, made an incredible difference for our community.
- Holiday Activities were a huge success in December. The Westwood Sr. performance that took place on Dec. 14 th was a hit with all of our students, including Pre-K! The Annual V.E.S Student Bazaar was an INCREDIBLE success raising another record breaking amount! Santa's Breakfast was GREAT fun and managed to fill all with yummy treats and festive spirit. A big thank you is extended to our Regional Director, Mr. David Meloche his participation in this annual event.

- Homework Zone and School of Music (McGill University) will resume again in January for 10 weeks. Student participation will be based on teacher recommendation. Parent permission forms will be sent upon organization start-up of the program. McGill Speech-Language Pathology students will continue their project at re:Phonological Awareness. All students will be supervised by our SLP, Alyssa Ohberg
- Open House will be the evening of January 26 th from 6:00 to 7:30 p.m. Verdun's Open House Committee has met and planning is well underway.
- Registration begins in January:
 - for the **siblings** of any student currently attending our school, registration will take place between January 16 th to January 20 th , 2016.
 - **Grade 6** re-registration forms for High School will be sent home on January 24th and due on January 26 th in order to send off to the selected high schools.
 - Registration for **Pre-Kindergarten** (4 year olds), Kindergarten (5 year olds) and new students will take place from January 30 th to February 3 rd
- Staff at Verdun will continue with their commitment to professional development this month by participating in a literacy workshop on Jan. 19 th (follow up meeting at lunch Jan 24th) and a staff wellness presentation on Jan. 27th .
- The Borough is currently working on a plan to reroute the snow removal operation from rue Desmarchais during student entry. We are pleased that our concerns have been heard and are looking forward to a solution to this situation.

9.2 Teachers:

- Junior Holiday Concert: great success, thoroughly enjoyed by all
- Cycle III Christmas Bazaar: a tremendous success, set a new record
- Santa Claus Breakfast was a fantastic event with lots of good food and cheer; a great big thank you to all the parent volunteers
- Our VES team won the Volleyball Tournament at John Abbott College; an incredible effort was made by our athletes and much appreciation to our parent volunteers
- The grade 4 ELA has begun, and will wrap up this week
- The staff attended an excellent PD session given by Heather Ann Dunton on a Balance Literacy Program
- Kindergarten classes have begun to work with the SLP students from McGill

9.3 Staff

Diane:

- February 10th will attend workshops at Lakeside Academy

Mary Anne Fykes:

- CHRISTMAS HOLIDAY BASKETS: Went very well ... donors were very generous ... no emergencies over holidays ... thank you emails and letters will be prepared on Friday this week.
- We received two donations ... the first one from the florist on Verdun Avenue ... will save them for the BARBECUE table ... thank you to Mr. Ranger for delivering them to us ... the second was from a student from PCCHS who did her personal project ... she made pencil cases for our students.
- WE DAY ... February 24 ... we have 15 tickets so we can bring 13 students and 2 adults.
- Social Justice club going very well ... plan was presented to Mrs Luther and we are working to accomplish our goals.
- Craft Club also going well now we are learning to stitch plastic canvas.

9. 4. Daycare:

- December 23 school finished at 11:30, parents were not invoiced for lunch that day nor were the parents who did not use the daycare
- Jan 1st were increased provincially from \$8.10 to \$8.15, parents have been notified in writing, lunch supervision fees were not affected
- Open House theme: Under the Sea
- Jan. 27th: Hawaiian theme that day

9.5 Regional Parent Representative:

- None

9.6 Community Representative:

- Bleu Blanc Bouge skating rink is still available

9.7 Commissioner: Mary Ann Davis Commissioner Report December 19th -2016

Administrative Staffing – Status Changes for 2016-2017 (Head Office, In Schools and Centres) Peter Amos be appointed Assistant Director of Equipment Services, effective December 20, 2016, on an interim probationary status

THAT the following changes be made:

Marilyn Aon, Centre Director Pearson Electrotechnology Centre (Permanent Probationary Status). Effective January 23, 2017.

Jamie Donnelly, Assistant Centre Director Pearson Adult and Career Centre Vocational, (Probationary Status). Effective January 9, 2017.

Alisha Tathgur, Assistant Centre Director Place Cartier, (Probationary Status). Effective January 9, 2017.

Budget Consultation launch Approval was given to launch the 2017-2018 Budget Consultation Plan in order for the Lester B. Pearson School Board community to provide input on the allocation of subsidies, school tax proceeds and income among educational institutions, with responses to be returned to the Secretary General by March 31, 2017.

10. Question Period:

10.1. none

11. Varia:

11.1. none

12. Date of Next Meeting: January 24, 2017 at 5:30
February 16, 2017 at 5:30

13. Adjournment:

MOTION #28 Be it resolved that the meeting be adjourned moved by Louise Dorais seconded by Diane Tierney. Carried unanimously