

**Sherbrooke Academy – Senior Campus
Governing Board Minutes – May 24 2017
6:30 – 9:00 PM
Senior Campus – Meeting Room**

Type of meeting:	Governing Board – Regular 2016-17 #7
Participants:	Sarah Gibson, Steven McGurn, Jeremy Asch, Heather White, Martin Sherman, Lori Barrett, Jeremy Asch, Nathalie Mancini
Staff:	Michele Delaunay, Lynne Huber
Principal:	Sylvie Martin
Public:	No Public Was Present at the Meeting
Regrets	Suzanne Belair, Kenny Bodanis, Suzanne Dugas, Linda Homsy, Scott Henderson (Community Rep)

AGENDA TOPICS

- 7.1** **Call to Order & Welcome**
S. McGurn called the meeting to order at 6:44 PM & welcomed everyone
- 7.2** **Adoption of the Agenda**
16-17-46 *After discussion, motion duly proposed by L. Barrett & seconded by N. Mancini the agenda was approved unanimously*
- 7.3** **Adoption of the Minutes of April 24, 2017**
16-17-47 *After discussion, including one abstention, motion duly proposed by S. Gibson & seconded by N. Mancini the minutes were approved unanimously*

Questions From the Public

- No public was present therefore no questions were asked

7.2 **BUSINESS ARISING**

7.2.1 **Parking Lot**

- S. Martin met with public security; a suggestion was made to close the entrance on Windermere; staff council did not agree with this suggestion
- S. Martin's suggestion was that it is safer to have drivers enter from Sherbrooke & exit by Windermere;
- The lines in the parking lot will be painted shortly; there will be 2 arrows painted, one for "in" & one for "out"

- 7.2.2 Front Message of School Success Plan**
- The Principal & the Governing Board Chair messages were both reviewed by the governing board
- 7.3 NEW BUSINESS**
- 7.3.1 Home & School Approval Pizza & Subway**
- Cost for both the pizza & subway lunch will remain the same as last year
 - Dates were previously approved; pizza & subway lunches will each be taking place once a month
 - Home & School are asking for parent volunteers for both the pizza & subway lunches
 - These lunches are the biggest fundraisers for Home & School
- 16-17-48 *After discussion, motion duly proposed by S. Gibson & seconded by H. White the pizza & subway lunches were both approved unanimously*
- 7.3.2 TTFM**
- Tabled to the June governing board meeting
- 7.3.3 By-Law 9: Complaint Examination Procedure**
- All documentation can be accessed on the website
 - No comments were made on this topic
- 7.3.4 2017-2018 Field Trips**
- The list of the 2017-2018 field trips were presented & reviewed in detail
- 16-17-49 *After discussion, motion duly proposed by S. Gibson & seconded by N. Mancini the 2017-2018 field trips were approved unanimously*
- 7.3.5 2017-2018 School Fees & School Supplies Approval**
- The 2017-2018 schools fees & school supply list were both presented & reviewed in detail
- 16-17-50 *After discussion, motion duly proposed by S. Gibson & seconded by N. Mancini the 2017-2018 school fees & school supply lists were both approved unanimously*
- 7.3.6 Daycare Budget Approval**
- The daycare budget was presented & reviewed in detail
- 16-17-51 *After discussion, motion duly proposed by S. Gibson & seconded by N. Mancini the Daycare budget was approved unanimously*
- 7.3.7 School Budget Approval**
- The school budget was presented & reviewed in detail
- 16-17-52 *After discussion, motion duly proposed by S. Gibson & seconded by N. Mancini the school budget was approved unanimously*

7.3.8 **Flood Bake Sale Fundraiser**

- Students presented a flood bake sale fundraiser; they requested that this fundraiser to take place on Tuesday June 13th
- It will be taking place on the corner of Windermere as well as in the school
- The students are requesting 2-3 parent volunteers
- The bake sale will be taking place on the corner of Windermere in the morning before school starts so that parents can purchase some goodies, during the lunch break for the staff & in the afternoon for the students to purchase
- It was suggested that the parents include the ingredients with the baked item

16-17-53 *After discussion, motion duly proposed by H. White & seconded by L. Huber the flood bake sale fundraiser was approved unanimously*

7.4 **REPORTS**

7.4.1 **Parents' Committee Report**

- School fees were discussed
- Approval of preliminary budgets were discussed
- It was mentioned that the Emergency Preparedness binder has to be addressed & presented to the governing board at the first governing board meeting of the school year (all documents can be reviewed by the governing board except the "confidential" section of the binder)
- It was suggested to have the AGA take place on the same night as curriculum night
- Election of the parent rep's has to be done at the AGA; ballots have to be destroyed after the election

7.4.2 **Home & School Report**

- Home & School committee report was presented
- The Home & School report is presented in Appendix 1

7.4.3 **Daycare Report**

- The Daycare Report was presented
- The Daycare Report is presented in Appendix 2

16-17-54 *After discussion, motion duly proposed by S. Gibson & seconded by N. Mancini offering Educ Action as an after school extracurricular activity program was approved unanimously*

7.4.4 **Council of Commissioners' Report**

- The Ethics Consultation Response was passed & submitted
- Complaint Examination Procedure Consultation is due by June 27th
- Summer School will now be taking place at LPHS
- Steve Balleine announced his retirement; Tom Rhymes will be the new Assistant Director General as of July 1st

7.4.5 Teachers' Report

- The Teacher's Report was presented
- The Teacher's Report is presented in Appendix 3

7.4.6 Principal's Report

- The Principal's Report was presented
- The Principal's Report is presented in Appendix 4

7.5 CORRESPONDENCE

- No correspondence was received

7.6 VARIA

7.6.1 Governing Board Vacancy For Next Year

- J. Asch will step down from the governing board in June
- The governing board has the option to appoint a parent to replace J. Asch for the remainder of his term; the governing board decided not to do this, GB will have a parent be elected for a 1 year term at the AGA.

7.7 ADJOURNMENT

16-17-55 At 8:10 PM, motion duly proposed by J. Asch & seconded by N. Mancini that the meeting be adjourned, adjournment was approved unanimously

Next meeting: June 14 @ 6:30 pm

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

APPENDIX 1 **Home & School**

Upcoming Events:

- 4500\$ for Year End Family Celebration – to be held at Junior campus for all families from both schools
 - June 7th rain date June 8th – Food trucks, EverBlast activities; breakdancing demo; DJ
- 300\$ in retirement gifts for 2 staff at Junior & 2 day care staff (one Jr one Sr)
- Providing “Freezies” for the students at Jr. & Sr. for one day during the pool week
- Organizing Grade 5 parent volunteers: to provide refreshments for parents & graduates on June 22nd

Requests from Senior or Junior Governing Board this month

- Pizza & Subway FUNDRAISING lunches for both campuses for 2017-2018 school year-
details provide to Principals for presentation to both GB's

Last H&S meeting of the year was May 17th 6:30pm @ JR campus

APPENDIX 2

Daycare

- Our last ped day will be June 5 2017. The children will be preparing a meal in the morning & working on a craft in the afternoon (related to summer). Educ Action will also be offering the baby-sitting class to 2 groups
- Our first ever Talent Show organized by our Daycare participants will be on June 12 at 3:00. The show starts at 3:00 pm. An information letter was already given to the daycare parents
- Also in the fall, we will be offering an extracurricular activities program for after school by Educ Action. This year there will be 3 sessions, fall, winter & spring, ending in May 2018
**we would need an approval to use the same company for 2017-2018 (please see motion under the daycare report section of the minutes)
- Daycare & lunch program registrations will be handed out the week of May 2 2017

APPENDIX 3 **Teachers 'Report**

Exams: The Grade 6 English exam took place from April 25th to May 12th. The students are now in the process of writing the French exam (May 15th - June 2nd). This will be followed by a short break and then the Math exam from June 12th-16th

QAMT Math Competition: A group of ten Grade 6 students participated in the 47th Annual Elementary School Mathematics Competition. The competition exam was based on the content of the Cycle 3 program of the Ministry of Education. We are anxiously awaiting our results. Each participant will receive a certificate and cash prizes are awarded to the students with the highest scores on the exam. A trophy is also awarded annually to the school with the highest overall average

High School Transition classes: The weekly classes are now over

Anxiety Workshops: Our school nurse will be presenting anxiety workshops to the Grade 6 classes on May 30th and June 1st

Articulation Meetings: The Grade 6 teachers met with the administrative/resource teams of St. Thomas and BHS to discuss the students who will be attending these schools

Choir Festival: The Glee Club participated in a Choir Festival on May 19th at Lindsay Place High School. It was streamed live last Friday on the LBPSB Facebook page

Volunteer Lunch: An appreciation lunch was organized to thank the volunteers for all of their hard work. It took place in the library on May 17th

Halo Run: The Halo Run took place Thursday, May 18th. The grade 4 and 5 students participated in the Halo run on Mount Royal and are currently preparing for the Track meet which will take place at Riverdale next Wednesday, May 31st

Spring Concert: The Spring Concert will be presented this week. There will be a rehearsal for the school on May 24th, followed by a morning and afternoon presentation for the parents on May 25th. Tickets have been distributed to those families who returned the ticket request form

Energy Cubes: We continue to collect energy cubes to promote an active lifestyle

Peace Pals: Grade 5 students have filled in applications to show their interest in becoming a Peace Pal for the next school year. Our goal is to introduce this at the end of Grade 5, so that we can start early next year

The grade 3 students are working on their Math Ministry exam and getting ready to receive the grade 2 students from the junior school.

APPENDIX 4 **Principal's Report**

School Website

Our school website continues to be updated. I invite parents to check the site on a regular basis for information & updates <http://sherbrookesr.lbpsb.qc.ca>

School News

May 25

School concert am & pm

May 26

Visit from the grade 2 (weather permitting)

May 29

Glee Club performance am at the Jr.

May 31

Track & Field

June 1st

Virtue Assembly am/ visit from grade 2 Scavenger Hunt in pm

June 5

Local ped Day/ babysitting training

June 6

Beaconsfield Librarian visit to classes

June 7

Subway lunch/Expo sciences Grade 6/ Visit from grade 2/ Family BBQ at the Jr

June 8

New date for Field day

June 9 to 21

Swim days with Jr

June 13 and 14

Grade 5 activity: Reliure de livre

June 14

Pizza lunch

June 20

TCBY

June 22

Grad Ceremony 12:30pm

June 23

Grade 6 breakfast/ Last day of school

Grade 2 Transition to Grade 3

1. On May 26 (rain date May 30) the grade 2 students will be walking over to have recess at the Senior Campus
2. On June 1, the grade 2 students will be going to the Senior Campus to participate in a scavenger hunt in the school. This is a fun way for them to explore the new building
3. There will be a third activity planned in which the grade 2 students can visit the Grade 6 Sciences Displays & afterwards meet up with the grade 3 students

Parents' Annual General Assembly

The Parents' Annual General Assembly (Junior and Senior) will take place on August 31, 18:30, at the Junior Campus; information will be sent out to parents in August