

**Sherbrooke Academy – Senior Campus  
Governing Board Minutes – October 9<sup>th</sup> at 6:30 PM  
Senior Campus – Meeting Room**

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<b>Type of meeting:</b>	<b>Governing Board – Regular 2019-2020 #1</b>
<b>Participants:</b>	Tara Brisson, Michelle Fauteux, Jennifer Cloutier, Robert Craft, Kurt Henrico, James Newcomb,
<b>Staff:</b>	Linda Homsy, Helen O’Keeffe, Heather White, Patrick Teasdale
<b>Principal:</b>	James Benn
<b>Regrets:</b>	Mindy Hendler, Scott Henderson
<i>Public:</i>	Chantalle Cadieux

**AGENDA TOPICS**

**1.1 Call to Order & Welcome**

James Benn called the meeting to order at 6:35 PM & welcomed everyone.

**1.2 Adoption of the Agenda**

19-20-1 *After discussion, motion duly proposed by L. Homsy & seconded by R. Craft, the agenda was approved unanimously.*

**QUESTIONS FROM PUBLIC**

Chantal Cadieux (previous co-chair for 2018-2019) was present and shared important information with Governing Board. Her input was greatly appreciated.

**1.2 BUSINESS ARISING**

**1.2.1 Election of Governing Board Chairperson**

19-20-2 *After discussion, motion to elect Robert Craft as chairperson was duly proposed by T. Brisson & seconded by P. Teasdale. R. Craft was unanimously elected as G.B. chair.*

**1.2.2 Election of Governing Board Secretary**

19-20-3 *After discussion, motion to elect Helen O’Keeffe as secretary was duly proposed by L. Homsy & seconded by M. Fauteux. Helen O’Keeffe was elected unanimously as G.B. secretary.*

### 1.2.3 Date for meetings

Governing Board meetings are scheduled for the second Wednesday of every month and will be reviewed at each monthly meeting in the event of a date conflict.

19-20-4 *After discussion, motion duly proposed by T. Brisson & seconded K. Henrico. Motion was approved unanimously.*

Recap of positions held:

Tara Brisson – 1<sup>st</sup> year of two year term (returning member)

Kurt Henrico – 1<sup>st</sup> year of two year term (first time member)

Michelle Fauteux – 2<sup>nd</sup> year of two year term

Robert Craft - Chairperson 1<sup>st</sup> year/alternate parent rep

Scott Henderson – 2<sup>nd</sup> year of two year term/ parent rep

Jennifer Cloutier – alternate

James Newcomb – H&S liaison (non-voting member)

### 1.2.4 Community Reps

L Zechmeister was previous rep. T. Brisson has offered to be Sherbrooke Academy Senior Community Rep. at the Junior Campus. R. Craft will enquire about a rep from Junior campus.

19-20-5 *After discussion, motion duly proposed by M. Fauteux & seconded by T. Brisson. Motion was approved unanimously.*

### 1.2.5 Rental Approval

Home & School: Games night for October 16<sup>th</sup> (info to be found in report appendix 1)

Home & School: Holiday Fare for November 30<sup>th</sup> (info – appendix 1)

19-20-6 *After discussion, motion to approve rentals was duly proposed by K. Henrico & seconded by J. Cloutier. Motion was approved unanimously.*

### 1.2.6 Fundraisers

Holiday fare raffle

Fun script campaign

Holiday raffle

19-20-7 *After discussion, motion to approve raffles was duly proposed by J. Cloutier & seconded by P. Teasdale. Motion was unanimously approved.*

### 1.3 REPORTS

#### 1.3.1 Parents' Committee Report

This can be found on: <http://parents.lbpsb.qc.ca/report>

#### 1.3.2 Home & School Report

The Home & School report was presented and is appendix 1

#### 1.3.3 Daycare Report

No report

#### 1.3.4 Council of Commissioners' minutes

#### 1.3.5 Teachers' Report

The Teacher's Report was presented and is in Appendix 2

#### 1.3.6 Principal's Report

The Principal's Report was presented and is in Appendix 3

### 1.4 CORRESPONDENCE

No correspondence

### 1.5 VARIA

#### 1.5.1 Leucan Halloween Box Approval

H. O'Keefe will distribute these fundraising boxes to all students as well as spearhead anything needed to make this initiative successful.

19-20-08 *After discussion, motion was duly proposed by K. Henrico & seconded by H. White. The motion was unanimously approved.*

#### 1.5.2 Coat Drive

Collection bin will be set up for donations of gently used outdoor wear. This initiative will start in November and continue for a 6 week period. Parents will be notified.

19-20-09 *After discussion, motion duly proposed by M. Fauteux & seconded and by P. Teasdale. Motion was unanimously approved.*

**1.5.3 Daycare Additional PED fees**

19-20-10 *After discussion, motion duly proposed for approval of a \$5.00 surcharge for materials during in-house ped days was duly proposed by T. Brisson & seconded by K. Henrico. This fee will apply for the months of October and November and will be reviewed at November G.B. meeting. Motion was unanimously approved.*

**1.5.4 Commissioner’s Invite to Governing Board Meetings**

19-20-11 *After discussion, motion duly proposed by M. Fauteux & seconded by K. Henrico. M. Sherman has been invited to attend all Sherbrooke Academy Senior governing Board meetings. Motion was unanimously approved.*

**1.5.5 Ski Club**

19-20-12 *After discussion, motion duly proposed for approval to enquire if there is interest in forming an after-school ski club for the grade 5 & 6 students was duly proposed by M. Fauteux & seconded by J. Cloutier and was unanimously approved.*

**1.6 ADJOURNMENT**

19-20-13 *At 8:00 pm, motion to adjourn duly proposed by H. White & seconded by J. Newcomb - adjournment unanimously approved.*

Next meeting: November 13<sup>th</sup>, 2019 @ 6:30pm.

Respectfully submitted, by Helen O’Keeffe school secretary.

Approved \_\_\_\_\_  
Principal

Approved \_\_\_\_\_  
Governing Board Chair

# Appendix 1

## 1. Recap of Home & School initiatives from September 2019:

- H&S online – signup for pizza and subway lunch as well as H&S membership was completed online for a second year. We got great feedback from a lot of families as the process was much easier and faster.
- Apples for Terry Fox – H&S supplied and bagged apples for all students at the JR and SR schools to enjoy after their Terry Fox event (October 2<sup>nd</sup> 2019).
- H&S Meet & Greet – a Wine & Cheese event was held prior to the Association’s first meeting which coincided with its AGM, for parents interesting in learning more about home & school. We were able to fill many volunteer spots for 2019 events as well as vote in a full team of executive members.
- Election results are as follows:
  - Co-president junior campus: James Newcomb.
  - Co-president senior campus: Andrea Stoll.
  - Co-treasurer: Paul Jasinski.
  - Co-secretary position 1: Lisa Ermacora.
  - Co-secretary position 2: Liane Zechmeister.
  - Membership position: Theresa Irving.
  - Co-publicity position 1: Erin Morehouse.
  - Co-publicity position 2: Stephanie Koury.

- A newsletter for regular distribution throughout the year is in the works by the publicity and membership team in order to inform our school community of upcoming events and how their contributions have helped the schools.
- Pizza/subway lunches – first 2 lunches were distributed by volunteer parents with very few issues. After receiving requests for changes to lunch orders and many missed deadlines, H&S reopened the online site for additional orders and changes until September 30th.

## 2. Ongoing events:

- Pizza and Subway lunches (2 lunches per month)
- Tea Trolleys for staff at both Campuses– once a month H&S parents donate baked goods and a “trolley” goes class to class so teachers can enjoy a quick tea/coffee and dessert break.

## 3. Upcoming events:

- H&S will be covering the cost of the Bagpiper to play at both the JR and SR Remembrance Day events.
- Family Game Night: as a replacement to the traditional Welcome event, the Family game night to be held on October 16<sup>th</sup> from 6pm to 8pm at the Senior school gym. The event will be hosted by All Aboard Games. The event is not to be considered a fundraising initiative however we hope to break even. For this reason, admission will be 2\$ per participant over the age of 5. Pizza will be available for pre-order. Popcorn, drinks and pizza by the slice will be available for sale at a modest price at the event.
- Children’s Bazaar (December 13, 2019 @ JR school) - no fundraising to be done, extra costs to be covered by H&S.
- Annual Holiday Baskets (November/December 2019) - Not a fundraising initiative. Great opportunity for the school to give back to the community and collect non-perishables from the school families to create baskets for the less fortunate. Baskets are created for families in need with non-perishable item donated by Sherbrooke Academy families (school collection). H&S will purchase perishable items to add to the food baskets thanks to funds raised from the Holiday Fair

## 4. Requests from Senior or Junior Governing Board this month

\*\* Please see fundraising request forms provided for details \*\*

- Holiday Raffle: The raffle was held for the first-time last year and proved to be quite successfully despite a late launch. H&S would like to hold another Sports& Entertainment themed raffle. We feel that this initiative can be one of our top fundraisers and would allow H&S to make greater monetary contributions to both campuses.

- Fundscrip (ongoing throughout the year) – holiday campaign was very successful last year. Looking to coordinate additional campaigns (1 or 2 more) throughout the year.
- Holiday Fair (November 30th 2019 from 9am to 2pm): Traditionally known as one of the most important fundraising initiatives by H&S, its objective is to raise funds by raffling off gift baskets and gift certificates filled with items collected from donated items and services. A written request for donations is made to the Sherbrooke Academy parents and guardians. Event committee members solicit community businesses for donations.

The Association’s next meeting will be held October 23<sup>rd</sup> 2019, 6:30pm at senior campus

**Andrea Stoll**

**Co-president senior**

**2019-10-01**

**Prepared on**

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## Appendix 2

### **Teachers' Report** (October 9th, 2019)

Variety show rehearsals are underway. The show will take place at the end of November.

Terry Fox Run at the Junior school was a really positive experience. The Grade 6 students were paired with the Kindergarten students and the Grade 5 students were paired with the Grade 1 students. The older students really enjoyed spending time with their younger "buddies".

A Debate Club has been started for the Grade 6 students. The club meets once a week.

A group of Grade 6 students have started a Dance club and a Fun club for Grade 3 and 4 students. These are student led initiatives.

The Grade 6 students will be taking part in an outdoor education activity animated by the company "GUÈPE" on Friday, October 11th. They will be exploring the outdoor environment around the school.

## Appendix 3

### **Governing Board Meeting 2019-10-09**

#### **Principal's Report**

- Many thanks to the parents, GB veterans and novices alike, who have joined the Governing Board this year. Your contributions to the Sherbrooke community are most appreciated.
- Thanks to the teachers too who have agreed once again to serve on this board. Your partnership with parents on this board is one of the driving forces behind Sherbrooke's success.
- Thanks also to Chantal Cadieux for chairing the AGA on 5 September. She did an outstanding job.
- School start up was a success thanks in large part to dedicated staff.
- There are currently 217 students enrolled, which was our official count number at attestation on 30 September. Breakdown follows.
  - 
  - 3: 49 in 2 classes
  - 4: 43 in 2 classes
  - 5: 63 in 3 classes
  - 6: 62 in 3 classes
- We've had our first collaboration with the Junior Campus at the Terry Fox Event. Our Grade 6 and 5 students were paired with K and Grade 1 students respectively. Our thanks go to Home and School for providing apples for the event and to our parent volunteers who helped keep our students safe during this special event.
- Monday 21 October is a PED on account of the federal election. Daycare will remain open for those registered in PED day daycare.