



École St. Charles School

Governing Board Minutes	
November 29th, 2023	
Present	Status
Bennett, Laura	Daycare Technician
Dominique, Julie	Teacher Representative
Hersh, Kelly	Teacher Representative
Guy, Stephanie	Teacher Representative
Jackson, Shawn	Chair / Parent Representative
Larocque, Mathieu	Principal
Leithman, Shannon	Support Staff
Olivenstein, Arthur	Teacher Representative
Orenbach, Steve	Parent Rep/ parent committee rep
Parasuco, Vanessa	Parent Representative
Pilon, Renée	Teacher Representative
Roberge, Gevevieve	Parent Representative
Tataris, Anna	Secretary / Parent rep.
D'Costa, Talia	Member of the Public

Absent: Allyson Shore (Substitute Member)
 Ross McLean (Parent Rep / Alt Parent Comm. Rep)
 Jason Doan (Commissioner)
 Julianne Read (Parent Representative)

1. Welcome and call to order

Meeting was called to order at 7:06 pm

2. Land Acknowledgement

“In order to show our deep respect for the land on which our event takes place today” we would like to acknowledge that Lester B Pearson School Board is located on the unceded territory of the Kanien'keha:ka People. Lester B. Pearson School Board honours, recognizes and respects the Kanien'keha:ka People as the traditional stewards of the lands and waters on which we meet today and recognizes that this land has long served as a site of meeting and exchange amongst nations. We also acknowledge the harms and mistakes of the past and commit to informing ourselves about this truth in order to move forward in partnership with Indigenous communities in a spirit of collaboration and reconciliation”

3. Review and adoption of Agenda

- Reviewed

MOTION to adopt the agenda of November 29th 2023

RESOLUTION #: 2023-54-GB-1

MOVED BY: Laura Bennett

SECONDED BY: Stephanie Guy

ADOPTED UNANIMOUSLY

4. Review and adoption of minutes from meeting on October 25th, 2023

- Reviewed

MOTION to adopt the minutes from meeting on October 25th, 2023

RESOLUTION #: 2023-54-GB-2

MOVED BY: Vanessa Parasuco

SECONDED BY: Laura Bennett

ADOPTED UNANIMOUSLY

5. Questions from the Public

- None at this time.

6. New Business Arising

a) Field Trips

- None at this time

MOTION to approve the school field trips

RESOLUTION #: 2023-54-GB-

MOVED BY:

SECONDED BY:

ADOPTED UNANIMOUSLY

b) Home & School Requests

- **Staff Appreciation**

Request for approval to solicit the community for donations which will be used to purchase items for Staff Appreciation. These funds will be set aside and used only for Staff Appreciation purposes. The community has always been generous with this and most have expressed satisfaction for the opportunity to offer a cash donation in lieu of time or other requests. An email or letter will go out to the community to be approved by M Laroque before it goes out.

- **Recipes in a Jar**

Request for approval to hold a fundraiser where parents will have an opportunity to purchase a variety of jars that contain dried ingredients to make homemade soups, muffins, cookies, etc. from Recipes in a Jar This fundraiser will be on a voluntary basis and we are not asking for a minimum amount sold like the chocolates. Each jar will sell for \$12 to \$15 a jar.

- **Greeting Card Box**

Request for approval to hold a fundraiser where parents will have an opportunity to purchase a package of 35 or 50 cards for \$35. Participants will have the choice of either purchasing a birthday box, a variety box, or a Holiday Box. This fundraiser will be on a voluntary basis, and we are not asking for a minimum amount sold like the chocolates. Home & School will receive \$11 from each box sold.

- **Family Photo Fundraiser**

Request for approval to hold a Family Photo Fundraiser to be held at the end of May 2024, where parents will have an opportunity to book a 5 minute photo shoot at a cost of \$30 and receive 1 digital photo as well as the online gallery to select and purchase more photos at an additional cost. Home & School will receive \$15 from each slot booked.

- **Fall Clothing Campaign extension**

Request for approval to have our online fall clothing campaign remain open all year long instead of reopening in the spring as previously been approved. All current clothing prices were locked in for the remainder of the school year.

MOTION to approve the Home & School requests

RESOLUTION #: 2023-54-GB-3

MOVED BY: Julie Dominique

SECONDED BY: Steve Orenbach

ADOPTED UNANIMOUSLY

c) **Anti Bullying / Anti Violence Plan**

- Presented and discussed.

MOTION to approve the updated Anti Bullying / Anti Violence Plan

RESOLUTION #: 2023-54-GB-4

MOVED BY: Arthur Olivenstein

SECONDED BY: Steven Orenbach

ADOPTED UNANIMOUSLY

d) **Research Project for teaching collaboration method**

Grade 1 teachers have been using a collaborative teaching project with their students. For the last two years, both Mme Renée and Mme Julie have been teaching their classes together at specific times of the day despite having their own group of students.

During these times together, one teacher teaches the class while the other goes around and helps the students within.

They have been in contact with other teachers within the LBPSB who practice the same teaching method but in cycle 2, which is a bit different because they have both English and French at that level.

They have been in contact with someone from UQAM who is a professor who would like to come in to ask questions and observe the classes for research. This initiative needs authorization from the Governing Board in order to allow this research project to happen and allow them to communicate with other teachers to help progress further with this method because it is more than likely that with this research, information like names will be published and given out to the public.

MOTION to authorize the research project with regards to the collaborating teaching method done in cycle 1.

RESOLUTION #: 2023-54-GB-5

MOVED BY: Steve Orenbach

SECONDED BY: Anna Tataris

ADOPTED UNANIMOUSLY

7. Reports

a) Daycare Report

- None at this time.

b) Principal Report

- Halloween was lots of fun at St. Charles. From the pumpkin decorating contest to all the amazing student costumes, it was a day all will remember. Thank you to all the volunteers who helped put on the grade 6 Halloween Dance.
- On November 3rd, the ABAV committee met to complete the plan that is being presented to the Governing Board. Thank you to Ms. Patricia, our Community and Spiritual Care Animator for guiding us through the process.
- On November 8th, St. Charles held its Remembrance Day assembly. This important activity included a bagpiper, the singing of O Canada, a student presentation on Indigenous Veterans Day, a guest speaker - Lieutenant Nikolas Dolmat, and a moment of silence. Everyone demonstrated exemplary listening skills from K4 to grade 6.
- Congratulations to the Home & School Association for a very successful Winter Market held on November 11th - hopefully it will become an annual event.
- On November 17th, 23 students in grade 6 wrote the LBPSB Enrichment Program exam at St. Charles. Thank you, Ms. Guzman and Ms. Cohen, for invigilating, and all the best to all the students who wrote.
- Parent-Teacher interviews took place on November 20th and 24th. Last-minute changes to the schedule were made due to the strike days - thank you to all those involved for their

flexibility. Thank you as well to all parents who scheduled an interview and took the time to have a meaningful discussion about their child's academic progress.

- The morning of November 6, and November 21-23, St. Charles was closed due to the teachers' strike action. Thank you to all families for being cooperative and understanding during this challenging time.
- The Transco bus strike is still ongoing. Emergency childcare services are being offered to all those affected (45 minutes before school and 30 minutes after school). Parents must sign up via Mozaik.
- Under the guidance of Ms. Alicia and Ms. Guzman, our Peace Pals program is up and running. Students involved are doing a great job!
- The St. Charles Giving Campaign is up and running. Thank you to the community for their generosity, and to all the volunteers for their time and effort.
- On November 29th, a crew from the LBPSB came to St. Charles to update the promotional video. This included footage of the school and interviews with students, staff, and parents. Stay tuned for the final product.
- Schoolyard beautification update: Application for the government grant is due February 2nd. The committee will meet on December 5th. Home and School is working towards raising funds specifically for this project.
- Coming up: Cycle 1 Holiday Concert will be moved to the evening of December 19th; Breakfast with Santa on December 21st - preparations are ongoing for this exciting tradition.

c) Commissioner Report

- Nothing to report.
- <https://www.lbpsb.qc.ca/council-of-commissioners/information-from-council>

d) Home & School Report

- This month's Home & School Meeting was held on November 8, via zoom.
- The Halloween dance was a big success. Students were treated to a pizza lunch, sweets and goodies, and also received their free Grad t-shirts. The students were very creative with their costumes and were excited to walk the St Charles runway with guest judges Frank and the family. Costume winners received a gift card to Indigo. The students had a wonderful time playing games and even managed to get some dancing in. A big thank you to Ms Guzman and Mme Cohen for organizing such a fun activity for the students.
- Grade 6 students and parents are currently selling DQ Holiday log vouchers for \$25 each with \$5 from each log sold benefiting Grad. If you or anyone you know is interested in purchasing one, please contact a grad parent or email stcharlesgrad2024@gmail.com
- The Grad committee is currently in talks with the Big Guy in the North Pole to prepare the grade 6 elves for Breakfast with Santa. As you can imagine, there is a lot of excitement surrounding that.

- The Fall Fundraising campaign is now closed and we are working on collecting any outstanding funds. Upcoming projects include Recipes in a Jar, Big Box of Cards and a Family Photo Day fundraiser.
- Pizza and Grad Pasta lunches are well under way and parents are collectively breathing a sigh of relief.
- Our first Dagwoods lunch was scheduled for December 8th. However with the upcoming strike action, we are in the process of trying to figure out how best to reschedule this. More info to come.
- Home & School kicked off November with our first ever St Charles Winter Market. We had 24 talented vendors. Both members of our school community as well as the local community came out in large numbers to show support and we are very grateful to them for making the event a great success. All the vendors who were present are ready to rebook for next year, if we decide to go ahead with the market once again. A big thank you to Mr. Alex, Mr. Harrison, M. Larocque, Ms. Laura and Ms. Shannon for all their help leading up to and during the event.
- This year, the Fall clothing campaign moved online for the first time ever. This alleviated a lot of the processing work from our home and school volunteers. We are currently trying to figure out the logistics of potentially being able to keep the website open to orders for the duration of the school year, as our pricing is locked in for the year.
- **Q: We currently have the Governing Board's approval to hold a fall clothing sale and spring clothing sale, would we require a separate GB approval to extend the clothing campaign?**
- Our Family Bingo night is happening this Friday in the school gym. Doors open at 6:30pm and we are asking families to please use the entrance in the roundabout
- on St. Anne street. There will be various prize categories with the grand prize being a \$50 gift card to Toys R Us. Tickets can be acquired via the link that was sent out. We hope to see you there.
- Breakfast with Santa is scheduled for Thursday, December 21st. Anna and her elves are busy planning a super interactive full-day event that will surely be a great kick off to the Holiday Season.
- Home & School Members will be gathering on December 8th for a potluck, some laughs and good times to celebrate all that was accomplished in 2023 and look forward to 2024.
- Our next meeting will be on December 13th, via zoom, a link will be sent out to the community. All are welcome to join.

e) **Regional Parent Report**

- The last Parent Committee Meeting took place November 16th at 7pm.
- Consultation responses approved:
 - School and Centre fees
 - By-law #9 Complaint Process (Clarifications were made and approved)
 - Commitment-to-Success Plan
 - Policy on School daycare and Lunch fees
- PC chose not to produce a response to the Enrolment Criteria consultation
- Questions and Takeaways from Public Questions:
 1. LBPSB schools are allowed to travel internationally as of last month. Field trips are initiated by teachers on a volunteer basis and must be approved by the GBs.
 2. Concern expressed over whether schools are following the Education Act with respect to the implementation of school uniforms. Is the requirement of more than one provider being respected?

- 3. Concerns about rentals – is there any recourse for damaged property?
- 4. Concerns about the replacement of support staff when they are absent and students not receiving the aide they need to succeed when this happens

- Correspondence:
 - Pearson Education Foundation (PEF) sponsoring Dec 9 Laval Rockets hockey game. Tickets are \$27 each and \$3 of each ticket goes to PEF which supports LBPSB schools.
- Reports:
 - Council of Commissioners - Chair, Judith Kelley – two upcoming meetings open to the public:
 - Council Executive meeting on Nov 20 and Monthly Council meeting on Nov 27 (check Board website for details)
 - LBPSB Administration - ADG, Stephen Colpitts –reminder that we are facing labour action, report cards out on Nov 20 and warned parent-teacher interviews may be delayed due to strike.

8. Correspondence

- None at this time

9. Varia

- Cyber Security
 - A parent who works in the field, has offered to provide valuable information regarding children and safety with regards to cyber security and social media.
 - He would like to work with the school principal to come up with a solid plan to not only educate students, but parents as well (possibly in two separate information sessions or pamphlets).
 - A discussion was had, and the Governing Board was in agreement that we would like to look further into this matter and make it happen.
 - More information to come...

10. Questions from the Public

- None at this time

11. Next meeting dates and times

- January 31st 2023 at 7pm

12. Closure

MOTION to adjourn meeting at 8:05
RESOLUTION #: 2023-54-GB-6
MOVED BY: Laura Bennett
SECONDED BY: Kelly Hersh
ADOPTED UNANIMOUSLY

Chairperson Signature

Principal Signature