



## École St. Charles School

<b>Governing Board Minutes</b>	
<b>March 27<sup>th</sup>, 2024</b>	
<b>Present</b>	<b>Status</b>
Bennett, Laura	Daycare Technician
Dominique, Julie	Teacher Representative
Guy, Stephanie	Teacher Representative
Jackson, Shawn	Chair / Parent Representative
Larocque, Mathieu	Principal
Liethman, Shannon	Support Staff
McLean, Ross	Parent Rep / Alt Parent Comm. Rep
Olivenstein, Arthur	Teacher Representative
Orenbach, Steve	Parent Rep / Parent Committee Rep
Pilon, Renée	Teacher Representative
Read, Julianne	Parent Representative
Roberge, Gevevieve	Parent Representative
Tataris, Anna	Secretary / Parent rep.
D'Costa, Talia	Member of the Public

Absent: Jason Doan (Commissioner)  
 Kelly Hersh (Teacher Representative)  
 Allyson Shore (Substitute Member)  
 Vanessa Parasuco (Parent Representative)

### 1. Welcome and call to order

Meeting was called to order at 7:03pm

### 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 March 27th, 2024

**RESOLUTION #:** 2023-57-GB-1

**MOVED BY:** Steve Orenbach

**SECONDED BY:** Stephanie Guy

**ADOPTED UNANIMOUSLY**

### 4. Review and adoption of minutes from meeting on February 28<sup>th</sup>, 2024

- Reviewed

**MOTION** to adopt the minutes from meeting on February 28<sup>th</sup>, 2024

**RESOLUTION #:** 2023-57-GB-2

**MOVED BY:** Steve Orenbach

**SECONDED BY:** Julianne Read

**ADOPTED UNANIMOUSLY**

### 5. Questions from the Public

- None at this time.

### 6. New Business Arising

#### a) Field Trips

- Grade 6 will be going to Ottawa via Coach Bus Tuesday, May 14th. They will be visiting the Science & Technology museum, the Royal Canadian Mint, have a guided tour, and dinner and an activity at Adrenaline Plus to explore and learn about our Nation's capital. It will be a ratio of 1:7 at a cost of \$160 per student. They will be departing at 7:30am returning around 8pm.

**MOTION** to approve the school field trip

**RESOLUTION #:** 2023-57-GB-3

**MOVED BY:** Julie Dominique

**SECONDED BY:** Anna Tataris

**ADOPTED UNANIMOUSLY**

**b) Home & School Requests**

- **Used Clothing Sale**

Home and School would like to request to hold a used St Charles clothing sale at various events throughout the school year. Clothing to be sold to a maximum of \$20. We request that the community donate back their gently used St Charles clothing to be resold. All profits will go back to Home and School.

- **Clothing**

Request for approval to sell St. Charles clothing to the community, once in the fall of 2024 and possibly again in the spring of 2025, with a possible increase in pricing from this current year. Besides these being our big clothing campaigns, we would like to keep the website open throughout the year so the community can purchase clothing at their leisure. The clothing sold will include t-shirts, sweat pants, etc. The clothing will have the St. Charles Sharks logo and/or the St. Charles school name. These items will be offered to the community via order forms sent home or email.

- **Grad Clothing Sale (requested by Grad Committee 2024 – 2025)**

Request to sell clothing to the Grade 6 parents with the “grad” design. This is not a fundraiser so the selling price will be equal to the cost per item, including set up fees and estimated transportation, rounded to the nearest dollar.

- **Breakfast with Santa**

Request to host Breakfast with Santa on one of the last days of school prior to the Christmas break in its usual format or a hybrid of old and new. The grad committee will coordinate with the grade 6 teachers and M Laroque the duties of the grade 6 students in their role as “elves”. The singing will also be coordinated with the music teacher and M Laroque.

- **Home and School Meetings**

Request for approval to hold our monthly Home and School meetings as well as subcommittee meetings in the school, if we choose not to hold them on Zoom. This is assuming that Home and School will be invited in the school at the 2024 Annual General Assembly

**MOTION** to approve the Home & School requests

**RESOLUTION #:** 2023-57-GB-4

**MOVED BY:** Steve Orenbach

**SECONDED BY:** Anna Tataris

**ADOPTED UNANIMOUSLY**

**c) Governing Board Budget**

- Approximately just over \$400
- It was agreed to pay all funds to the secretary.

**MOTION** to approve the spending of this year’s Governing Board Budget

**RESOLUTION #:** 2023-57-GB-5

**MOVED BY:** Steve Orenbach

**SECONDED BY:** Ross McLean

**ADOPTED UNANIMOUSLY**

## 7. Reports

### a) Daycare Report

- THIS 360 pilot project for kids is happening in grades 3,4,5 and 6. Everything they do is physical activity with tires borrowed from St. Anthony's. It is all action with positive conversation. It is going well thus far. The younger students have it for half an hour, and the grade 5 and 6's will be 45 minutes.
- The school board has chosen our school (approximately 10 schools are part of this project) to take a look at outstanding accounts and is offering us support on this issue by going around to collect fees from families with outstanding accounts. People will be removed from the daycare service after going to collections and receiving a written letter.

### b) Principal Report

- Although it no longer felt like winter, students enjoyed some fun activities during carnival week - some phys. Ed. classes took place outside, we had a fun basketball game - staff vs. grade 6, the JRHS Music program came to play for all the students, and we had cookies, hot chocolate, and intercom bingo all courtesy of Home & School.
- We are now well into Term 3. Term 2 report cards were available as of March 15th and parent-teacher conferences took place on March 22nd, by teacher invitation. Anyone who did not receive an invitation and wished to speak with their child's teacher was invited to request a meeting by email.
- On March 21st, St. Charles celebrated World Down Syndrome Day by wearing blue and yellow, as well as mismatched socks. All students got the chance to take part in an assembly facilitated by our Anti-bullying Crew and Ms. Alicia, during which author Sonia Rodi and her son Matteo read her book, *Mirror, Mirror, What Do You See*, and spoke about Matteo's Down Syndrome diagnosis.
- On March 21st and 22nd, Ameera in grade 2 and Luka in grade 5 were selected to be principal of St. Charles for a day. They were both very helpful and made excellent principals!
- On March 26th, some students from the CFER (Centre de Formation en Entreprise et Récupération) program at John Rennie High School came by to give a presentation on the importance of recycling to our grade 4 students. The high school students were very proud to present and our students really enjoyed the presentation, as was evident in the many questions and comments they had for our guests.
- All students will be receiving a pair of glasses to watch the solar eclipse on April 8th, courtesy of the Educational Services Department at the LBPSB. These will be distributed the week of April 1st.
- The current enrollment for 2024-25 is at 283 students - 6 students more than the current enrollment.

### c) Commissioner Report

- Please find below highlights of some of the decisions that were taken during the March 25th meeting. Different Committee reports that were presented as well as the minutes can be found at the following link:  
<https://www.lbpsb.qc.ca/council-of-commissioners/information-from-council/>

- 1. The Council of Commissioners approved that Rosemary Murphy be appointed to fulfill the functions of Returning Officer of the Lester B. Pearson School Board as of March 25, 2024, until completion of the mandate. School elections are scheduled for November 3rd 2024.
- 2. The Council of Commissioners approved that the revised Local Conditions of Employment for Management Personnel of the Lester B. Pearson School Board be adopted effective March 25, 2024.
- 3. The Council of Commissioners approved an increase to the automobile allowance rate to 64¢ per kilometer, within the guidelines recommended by the Ministry of Finance, for members of the Council of Commissioners of the Lester B. Pearson School Board, effective March 25, 2024.
- 4. The Council of Commissioners approved the on-demand contract for the construction required to increase the capacity of the AEP programs at Verdun Adult and Career Centre under the construction training program to be awarded to Arthur Murphy Inc. in the amount of \$628,588 (before taxes).
- 5. The Council of Commissioners approved the contract for St. John Fisher Elementary School Senior for the replacement of the brick and windows of the main building be awarded to the lowest compliant bidder 9505-3831 Québec Inc. doing business as Construction S.A. in accordance with the tender documents for the amount of \$2,225,355 (before taxes).
- 6. The Council of Commissioners approved the Lester B. Pearson School Board's participation in the Centre d'acquisitions gouvernementales group purchasing of electrical equipment and supplies for a 24- month term with the option to renew for an additional 12-month term.

**d) Home & School Report**

- The grad bake sale at the talent show made \$311. They are currently planning for the end of year activities. There will also be a sale of Dairy Queen coupons like were sold in the past.
- A fundraising meeting will be planned shortly.
- The Winter Allocation is closed, we were waiting on one thing before it was officially closed. Details about Spring allocation will be discussed shortly.
- Home and School helped distribute hot chocolate and cookies on the Friday morning of carnival week. A huge thank you to Ms Brown for starting to boil water at 8:00 and ensuring there was always hot water available. In the afternoon, we played bingo and handed out 27 \$10 Indigo gift cards to the winners.
- The Super Recycleurs will be in the parking lot on June 6th and June 7th as well as at the Welcome Back Celebration.
- 90's themed BIngo Family Night is taking place on Friday, April 19th. We suggest people buy their tickets in advance as spaces are limited. Please see the weekly Home and Scoop to purchase tickets.
- We discussed nominations for next year's executive. An email will go out to all Home and School members where they can vote for next year.
- Plans for Staff Appreciation week are underway. Staff Appreciation week has been moved to the week of April 8th. There was a lot happening at school during the original week and we want to make sure staff enjoys the week and doesn't feel stressed.
- This year we did the QFHSA Golden Torch a little earlier and the recipient this year is Talia D'Costa. Talia has put her heart and soul into Home and School and thanks to her creativity and hard work, we now offer the Winter Market and family portrait. We also

rely on Talia to ensure the community is kept up to date on social media. We thank Talia for all she does for Home and School.

- Our next meeting is April 10th at 7:15.

**e) Regional Parent Report**

- Panel conversation revolved around social bias relating to Quebec language laws.
- The next meeting date changed from April 4th to April 11th to an in person event at the facilities in Dorval.

**8. Correspondence**

- None at this time

**9. Varia**

- None at this time

**10. Questions from the Public**

- None at this time

**11. Next meeting dates and times**

- April 24<sup>th</sup> 2024 at 7pm

**12. Closure**

**MOTION** to adjourn meeting at 7:36pm

**RESOLUTION #:** 2023-57-GB-6

**MOVED BY:** Laura Bennett

**SECONDED BY:** Shannon Liethman

**ADOPTED UNANIMOUSLY**

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Chairperson Signature

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Principal Signature