



## École St. Charles School

<b>Governing Board Minutes</b>	
<b>May 29<sup>th</sup>, 2024</b>	
<b>Present</b>	<b>Status</b>
Bennett, Laura	Daycare Technician
Dominique, Julie	Teacher Representative
Doan, Jason	Commissioner
Guy, Stephanie	Teacher Representative
Hersh, Kelly	Teacher Representative
Jackson, Shawn	Chairman / Parent Rep
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
Parasuco, Vanessa	Parent Representative
Pilon, Renée	Teacher Representative
Read, Julianne	Parent Representative
Shore, Allyson	Substitute Member
Tataris, Anna	Secretary / Parent rep.

Absent: Genevieve Roberge (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, minutes edited and corrected, and H&S requests added as 6.i.

**MOTION** to adopt the agenda of May 29th, 2024

**RESOLUTION #:** 2023-59-GB-1

**MOVED BY:** Anna Tataris

**SECONDED BY:** Kelly Hersh

**ADOPTED UNANIMOUSLY**

## **4. Review and adoption of minutes from meeting on April 24<sup>th</sup>, 2024**

- Reviewed

**MOTION** to adopt the minutes from meeting on April 24<sup>th</sup>, 2024

**RESOLUTION #:** 2023-59-GB-2

**MOVED BY:** Julianne Read

**SECONDED BY:** Ross McLean

**ADOPTED UNANIMOUSLY**

## **5. Questions from the Public**

- None at this time.

## **6. New Business Arising**

### **a) Annual Report 2022-2023**

- Reviewed and discussed.

**MOTION** to approve the annual report for the 2022-2023 school year

**RESOLUTION #:** 2023-59-GB-3

**MOVED BY:** Steve Orenbach

**SECONDED BY:** Arthur Olivenstein

**ADOPTED UNANIMOUSLY**

**b) Calendar (2024-2025)**

- Reviewed

**MOTION** to approve the school calendar 2024-2025  
**RESOLUTION #:** 2023-59-GB-4  
**MOVED BY:** Steve Orenbach  
**SECONDED BY:** Anna Tataris  
**ADOPTED UNANIMOUSLY**

**c) School Supplies (2024-2025)**

- Reviewed

**MOTION** to approve the school supplies for 2024-2025 school year  
**RESOLUTION #:** 2023-59-GB-5  
**MOVED BY:** Steve Orenbach  
**SECONDED BY:** Anna Tataris  
**ADOPTED UNANIMOUSLY**

**d) Educational Project 2024-2027**

- Reviewed and discussed.

**MOTION** to adopt the Educational Project 2024-2027  
**RESOLUTION #:** 2023-59-GB-6  
**MOVED BY:** Kelly Hersh  
**SECONDED BY:** Shannon Leithman  
**ADOPTED UNANIMOUSLY**

**e) Field Trips**

- Grade 6 pool party at Thorndale pool on June 17th, 10 am to 2pm, no cost to the parents, 34 students, 4 adults 1 to 9 for the walk over, more adults at the pool including parents and lifeguards.
- Lifeguard qualification to be sent. This approval is pending receipt of these qualifications.

**MOTION** to approve the field trip for grade 6 subject to review and approval of lifeguard  
**RESOLUTION #:** 2023-59-GB-7  
**MOVED BY:** Stephanie Guy  
**SECONDED BY:** Kelly Hersh  
**ADOPTED UNANIMOUSLY**

**f) LBPSB Tournaments (2024-2025)**

- A blanket approval for all tournaments
- Same as current year, adding the dance off April 30th for the coming school year.

**MOTION** to approve the LBPSB Tournaments 2024-2025

**RESOLUTION #:** 2023-59-GB-8

**MOVED BY:** Vanessa Parasuco

**SECONDED BY:** Julie Dominique

**ADOPTED UNANIMOUSLY**

**g) Anti Bullying/ Anti Violence Plan (2023-2024 evaluation)**

- Reviewed and discussed.

**h) Anti Bullying/ Anti Violence Plan (2024-2025)**

- Reviewed and discussed.

**MOTION** to adopt the ABAV plan 2024-2025

**RESOLUTION #:** 2023-59-GB-9

**MOVED BY:** Kelly Hersh

**SECONDED BY:** Ross McLean

**ADOPTED UNANIMOUSLY**

**i) Home & School Requests**

- **Flipgive Fundraiser**

Request for approval to be able to continue to offer Flipgive to the community as a fundraiser for the 2024-2025 school year. Similar to Oliver's labels, we would like to include a link on our website. We would like to remind the community about the program via email and or kiddy mail and then send the monthly promotions via email to the community. The community can directly buy items from merchants or get e-certificates making it easy to use and convenient.

- **Oliver's Labels Fundraising Campaign**

Request for approval for Home and School to offer "Oliver's Labels" to the community via the school website. A link on the school website would be set up which will take you to the Oliver's Labels website. All orders are automatically added to the St. Charles Home and School account and Home and school will receive a 20% commission. Oliver's Labels will handle all the orders; payment and deliveries.

- **Pizza**

Request for approval to offer Pizza lunch every two weeks on a day of the week to be determined in conjunction with M Larocque. The pizza lunches will possibly have a price increase of maximum \$1. The Pizza lunches will start sometime around early October 2024 and will continue every two weeks until early June 2025. We are targeting to have the same number of pizza days as we had during the 2023-2024 school year which was a total of 17 days. Once the dates have been scheduled by the lunch committee, the dates will be confirmed with M Larocque before they are finalized. Pizza will not be offered on the same days as the school's hot lunch service.

- **Dagwoods**

Request for approval to offer up to a maximum of 10 Dagwoods lunches during the 2024 - 2025 school year. There is a possibility that there will be an increase in price of maximum \$1. Once the dates have been selected by the lunch committee, the dates will be

confirmed with M. Larocque before they are finalized. Dagwoods will not be offered on the same days as the school's hot lunch service.

- **Fall Fundraiser**

Request to hold a fall fundraising campaign in the fall of 2024 which will consist of a choice between the following:

- a cash option of \$50 per student up to a maximum of \$100 per family;

OR

- Laura Secord Chocolates (milk chocolate, mint, puffed rice, dark chocolate and toffee crunch) for a total of 30 bars at \$5 each. Each box sold gives a net return of \$60 per box to Home and School.

- **Pasta Lunch for Grads 2024-2025**

The grad committee would like to request approval to hold a pasta lunch fundraiser which would be supplied by Calzone's. The hot pasta lunch would be made available to the entire school community including staff for a cost of \$11.00 and would include a choice of : Penne pasta with meat sauce, Tomato sauce or no sauce (just butter & parmesan). Each meal would include bread & butter as well as a juice box.

- This event would take place once a month for up to 9 lunches. The week day for these lunches will be Wednesdays upon agreement with M. Larocque. Forms would be sent out electronically through google forms, as is done for pizza and dagwoods. Organization and distribution would be done by Grad committee members to each class.

**MOTION** to approve the home & school requests

**RESOLUTION #:** 2023-59-GB-10

**MOVED BY:** Steve Orenbach

**SECONDED BY:** Anna Tataris

**ADOPTED UNANIMOUSLY**

## 7. Reports

### a) Daycare Report

- Nothing to report at the moment. Changes to come.

### b) Principal Report

- St. Charles celebrated Literacy Week from April 22nd-26th. It was five days filled with fun activities, including various theme days, a guest reader, a book tasting, and a contest! Thank you to Mme Kelly and Ms. Guzman for organizing this fantastic event and thank you to Home & School and everyone else who helped make it come to life.
- On April 25th, cycle 2 and 3 students put on a concert for family and friends. The show was certainly enjoyed by all those who attended. Thank you to Ms. Pan and all the volunteers who dedicated their time to make sure this event went smoothly.
- Wednesday, April 24th was Administrative Professionals' Day and I am sure everyone joins me in thanking Ms. Brown for everything she does for everyone at St. Charles.

- On Wednesday, May 1st, it was a pleasure to welcome our new K4 and K5 students for the 2024-2025, along with their parents. While the children enjoyed some time with their future teachers in the classroom, parents attended an information session. Thank you to Home & School for being part of the event and sharing what you are all about with our new families.
- Students from K5 to grade 3 participated in the LBPSB Junior Cross Country Run on May 7th. They could not have asked for a better day weather wise, and all enjoyed themselves thoroughly. Thank you Mr. Cairns and Mr. Arthur for organizing this fun event.
- On May 6th and 13th, Ms. Alicia and the Anti-bullying Crew held self-esteem workshops for the girls in grades 3 and 4. This initiative was very well-received by students and parents alike and met a growing need the school staff identified earlier in the school year.
- Also on May 13th, Tina Newton, the Trauma Informed Pedagogical Practices & Strategies (TIPPS) consultant with the LBPSB gave a presentation to all grade 6 students regarding the transition to high school and the anxiety that may bring. Students and staff alike found this very useful.
- On May 14th, grade 6 visited Ottawa for the day and got to check out the Science Museum, the RCMP Stables, Rideau Hall, and got a tour of the city. Thank you to Ms. Guzman and Ms. Cohen for organizing.
- On May 15th, grade 4 went to Arbraska where they got to climb trees, conquer physical obstacles, and zipline through the foliage. It was a fun-filled day for all - thank you Mme Kelly for organizing.
- On May 16th, cycle 3 students participated in a day-long robotics competition, during which they got to showcase the skills they learned this year. Thank you to Ms. Guzman and Ms. Clark for taking this activity on.
- On May 28th, grade 1 welcomed Everblast to St. Charles and participated in many activities that promoted physical and social skills. Thank you to Mme Julie and Mme Renée for organizing.
- 2024-2025: Most classes are full or almost full. Enrollment is currently at 290 students (vs 278 currently).

**c) Commissioner Report**

- 2 councils this month
- lots of changes happening
- next week info session for elections coming out in november.

**d) Home & School Report**

- The 2024 grad committee's last meeting will be held on June 3rd. The yearbook has been sent to the publishers. The grad committee chose the following for their party: DJ Nells, photo booth made by Gragica, dinner provided by La Roulotte. They will also be getting an ice cream truck for dessert.
- An invitation went out to the current grade five parents to form the The 2025 grad committee. They have already met and will meet again to start preparing for the grad t-shirts.
- Allyson went over the financial statement. It will be presented again in the fall if we hold an in person Meet the Teacher. Please contact Allyson, Talia or myself if you have any questions.

- Home and School sent Nushmia and Talia to the QFHSA luncheon where they were honoured and presented their awards. Caroline will be our voice at the QFHSA AGM.
- Footloose planning is well underway. Please take the time to fill out your food preference form that M Laroque sent to you. Also, if you are sending communication home to parents, please put a reminder in there for them to sign their child up for footloose, without permission, children will not be able to participate. Keep an eye out in the staffroom for a sign up sheet for Beat the Bucket - it is a great activity that the children love to see.
- The Welcome Back BBQ will be held the night of September 13. The magician has already been booked. We are going old school and manning the BBQ's ourself next year in a huge effort to make things more efficient. We have put a call out for volunteers to BBQ, please let us know if you or someone you know would like to help.
- Super Recycleurs will be at our school all day on June 6th and June 7th. They take linen, used clothes, toys, etc. The Super Recycleurs will also be at the Welcome Back BBQ
- We had our first micro family shoot with Katherine Ledoux photography and it went really well. The event brought in \$300. This is something that we plan on bringing back again.
- Home and school would like to thank The Governing Board for all their support this year. We appreciate the opportunity to run events and fundraise for our school.
- Next meeting will take place in September.

**e) Regional Parent Report**

- nothing to report at this time.

**8. Correspondence**

- None at this time

**9. Varia**

- Home & School brought up sending out a message during the year mentioning to the public, if you cannot donate to a specific fundraiser, any donation is welcome.

**10. Questions from the Public**

- None at this time

**11. Next meeting dates and times**

- June 12th 2024 at 7pm (if needed)

**12. Closure**

**MOTION** to adjourn meeting at 9:03pm  
**RESOLUTION #:** 2023-59-GB-11  
**MOVED BY:** Laura Bennett  
**SECONDED BY:** Kelly Hersh  
**ADOPTED UNANIMOUSLY**

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Chairperson Signature

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Principal Signature