

Regular Meeting of / Réunion Régulière du :		2023-01-19
Meeting Location & Time/ Lieu et heure de la réunion :		7:00 pm MS Teams & Champlain Pavilion
Riverside School Board Participants (Administration, Daycare, Support Staff, Teacher representatives)		
Name	Role	In Attendance
Jean-Renee St-Cyr (JRS)	Administration (ex-officio member)	Yes
Sandra Fréchette (SF)	Administration (ex-officio member)	Yes
Laura Dawn-Murray (LDM)	Support Staff Representative	Yes
Irene Kussey (IK)	Support Staff Representative	Yes
Lynn O'Connor (LO)	Daycare Representative	Yes
Alexandra Rachubinski (AR)	Teacher Representative	Yes
Anne-Marie Fortin (AF)	Teacher Representative	Yes
Mark Brosseau (MB)	Teacher Representative	Yes
Chelsea Lafortune (CL)	Teacher Representative	Yes
Pascal Rondeau (PR)	Teacher Representative	Yes
<i>TBD</i>	Teacher Representative	Yes
Parent Representatives		
Name	Role	In Attendance
Louis Gervais (LG)	Parent Representative	Yes
David Mayrand (DM)	Parent Representative (Vice-Chair)	Yes
Kevin Megin (KM)	Parent Representative (Chair)	Yes
Ashley Williamson (AW)	Parent Representative	Yes
Elisabeth Fink (EF)	Parent Representative (Secretary)	Yes
Carrie-Ellen Ronning (CER)	Parent Representative	Yes
Stephanie Rountree (SR)	Parent Representative	Yes
Tanya Guida (TG)	Parent Representative	No
Cassandra Morel (CM)	Parent Representative	Yes
Stefanie Ventura (SF)	Parent Representative (Alternative)	No
Lynn Rizzuto (LR)	Parent Representative (Alternative)	Yes
CLC Representative		
Brian Peddler (BP)	CLC Representative	No

Agenda Item #	Agenda Item Decision / Information / Action	Moved By	Seconded by
1.	Call to Order and Quorum / Ouverture de l'assemblée et quorum	DM	CM
	A motion to begin the meeting was presented at 7:07 PM		
2.	Adoption of the Agenda / Adoption de l'ordre du jour	LDM	DM
	<p>One addition is made to the agenda, Trips & Activities: Jeunesse Musical Workshops – All 4K & 5K Classes</p> <p>PR : Wants to discuss date of April GB meeting – Grade 6 science fair is same day</p> <p>LG : Follow-up on digital parent communication from previous meeting – any developments?</p> <p>A motion to adopt the Agenda was presented by KM.</p> <p>Voted unanimously in favor</p>		
3.	Adoption of the minutes of the previous meeting/ adoption du procès-verbal de la rencontre précédente	MB	PR
	<p>A motion to adopt the minutes of the previous meeting was presented by KM.</p> <p>Update to previous meeting minutes = there is an adjustment in the amount for the GB budget – The actual amount is \$228, and not \$280. Outstanding budget amount for the awards will be covered by school</p> <p>Voted unanimously in favor with one abstention</p>		
4.	Reading of Public Questions / Lectures des questions du publique (10 minutes)		
	<p>Question 1 : Would like to know the school policy on watching cartoons / tv at school? Including on ped days?</p> <p>KM - For the ped day – it was the day back from winter break and kids watched two movies.</p> <p>AMF – For the little kids, the last 10-15 mins of the day is a transition to daycare, buses, etc. Some educators put videos on at lunch. Not all.</p> <p>KM – Around Christmas, holidays, vacation – there could often be movies playing.</p>		

Agenda Item #	Agenda Item Decision / Information / Action	Moved By	Seconded by
	<p>LO – On Zen day, movies in one room, yoga in another room, etc. Most of the time, daycare activities don't include movies.</p> <p>LG – Does the school have a selection of appropriate things to watch per level.</p> <p>KM – There is a question of quantity and quality.</p> <p>MB – Used more for songs and educational content. During lunch hour, some monitors put shows as well.</p> <p>CM : Daycare sometimes Pink Panther and Mr Bean a few years ago.</p> <p>JRS – Will bring to staff meeting to understand what is happening in the classrooms. Movies that are shown in school are paid for by school board and are approved to be used in the school so will encourage teachers to select right type of movies. Some lunch monitors may put on smartboard. There is no specific policy about quantity.</p> <p>Question 2 : Do we have an update on bus situation? Replacement with another company?</p> <p>JRS – Transportation is decided at the school board level. Bus routes, etc. Company can't be changed in the middle of the year and we can't choose a specific company. There is an issue with lacking bus drivers and changes to the buses the day before so difficult to deal with last minute changes.</p> <p>Question 3 : Can PPO do used clothes drive more often during the year?</p> <p>KM – Partnership with Super Recycleurs – GB holds clothing drive in April (coincides with Earth Day). After the first year and seeing the success, GB decided to do the clothing drive twice a year. Therefore, now it is twice a year. It is enough for the seasons and with the company as well, it is a reasonable amount of organization. A lot of effort for the two times we do it. Amount usually \$1700 a year combined from both events</p> <p>Question 4 : When teachers plan outdoor activities – can they plan close to school to save on transportation costs etc?</p> <p>KM – Many of the activities are done through grants – some of the fees are covered by the grants. GB has already approved that teachers can bring kids to outdoor activities close to school (skating, sledding, walks, parks, etc).</p>		
	<p>Business Arising from the Minutes / Suivi du procès verbal</p>		
5.	<p>Return on the digital methods of communication :</p> <p>JRS – Reaching out to staff council at their next meeting. Will give feedback for Feb GB meeting.</p>		
<p>6. Business Arising from the Minutes / Suivi de la séance</p>			

Agenda Item #	Agenda Item Decision / Information / Action	Moved By	Seconded by
6.1	<p>Introduction of Sustainability Committee / Introduction du comité de durabilité</p> <p>Kevin passed the speech over to Chantal Forgues</p> <p>Chantal Forgues – In charge of the sustainability committee. Worked in this field. Formed a committee of parents and teachers who love sustainability. Teachers started a green team – want to get students involved. Working on the peace garden to make it bigger and better. Work with PPO also. Wrapping up sustainability forum / survey. Should have results soon and should be able to come up with mission and vision and long-term goals by the end of the year.</p> <p>SF – Lots of new initiatives. Involved in a new program to have an audit of the trash. Will know what type of waste. How is it being disposed of. What should be done to improve. Includes workshops and educational events for teachers and students. Value of approx. \$2k due to grant given by Concordia University.</p> <p>LG – Where is the information about the sustainability committee available?</p> <p>SF – Accessible to the staff. For the GB, parents, public, there is not specific place to get info – we try to share during meetings and send out newsletters specific to sustainability.</p>		
6.2	<p>Subject Time Allocation 2023-2024 / Temps alloué aux matières 2023-2024</p> <p>JRS – status quo. Need to follow school regulations. Two programs offered. Big school. Lots of staff. Need to respect 25 hours of learning per week. Every staff member has a workload that is embedded in work allocation.</p> <p>LG – question about ELA hours – typo – will be corrected</p> <p>EF – question about English hours – any way to have other subjects in English? Ex: math. Would help with transition to English high school</p> <p>JRS : Issue is with staffing when making changes to the time allocation and changing the language. Will look into it, but would take years to make any changes.</p> <p>Motion to accept 2022-2023 time allocation</p> <p>Voted unanimously in favor</p>	PR	CM
6.3	<p>Lockdown Practice/Pratique de confinement barricadé</p> <p>SF – Pre-pandemic – lockdown would be practiced with children – presented in most non-threatening manner. Explanations to students. Presented different scenarios (ex: with puppets, rabid dogs, etc). Give warning to staff that it is coming. Important routine. Teachers at start of year review emergency procedures</p> <p>Question now about whether to reintroduce lockdown practice?</p>	IK	MB

Agenda Item #	Agenda Item Decision / Information / Action	Moved By	Seconded by
	<p>JRS – tools and procedures are reviewed at beginning of the year (ex: flashlights if no power) – procedures for fire drills – lockdown is part of this booklet of tools and procedures. Large schools. Kids with different needs.</p> <p>CM – Mentions that in the past there used to be a email that was sent home for parents to explain and inform when the exercised would be done. That process should be repeated.</p> <p>KM – Was always done in a docile way. It's an exercise that should be done, and students will be ready if ever it needs to be done.</p> <p>AW – Good idea for practice. Are fire drills also done?</p> <p>SF – We did fire drills in the fall. Fire department was there. Inspection was done. Problem with alarm company was noticed and fixed.</p> <p>JRS – Companies also come in to inspect sprinklers and alarm etc every year.</p> <p>Resolution to approve lockdown practice for this year.</p> <p>Voted unanimously in favor</p>		
	<p>P.P.O. Recommendations / Recommandations de l'O.P.P.</p>		
6.4	<ul style="list-style-type: none"> • Budget Request for Reading Week / Demande de budget pour la semaine de lecture <p>KM – PPO wants to do reading week. Budget request is \$750 to cover activities and treats as well as small gift for each child. Weeklong event to encourage students to choose and read books.</p> <p>Motion to approve budget of \$750 for reading week.</p> <p>Motioned by SR Seconded by DM</p> <p>Voted unanimously in favor</p>		
	<ul style="list-style-type: none"> • Budget Request from Sustainability Committee / Demande de budget du comité de durabilité <p>KM – Sustainability committee was awarded grant last year from Whole Foods Kids Foundation - \$3k USD (approx. \$4200 CAD). Deposited into Special Destination Funds. Amount has already been received.</p> <p>Chantal Forgues – Grant received was for infrastructure. Encouragement to link curriculum and garden together at the school. Presented budget for garden.</p> <ul style="list-style-type: none"> - Soil for new garden boxes - Garden shed – biggest expense in budget – nowhere to store tools now - Other tools/equipment – hoses, wheelbarrow 		


Agenda Item #	Agenda Item Decision / Information / Action	Moved By	Seconded by
	<ul style="list-style-type: none"> - Soil test for contaminants - Training sessions for linking curriculum - Three new raised boxes <p>Total budget of \$4,123.88 vs grant of \$4,149.30 (CAD)</p> <p>Motion to approve use of grant amount \$4,149.30 from special destination fund for sustainability committee garden budget.</p> <p>Motioned by CL Seconded by LO</p> <p>Voted unanimously in favor</p>		
	<p>Trips and Activities, including CLC/ Activités et sorties, incluant le CSC</p>		
6.5	<ul style="list-style-type: none"> • Cycle 3 SEPAQ Outing / Sortie SEPAQ 3e Cycle <p>KM – Parc National Iles de Boucherville</p> <ul style="list-style-type: none"> - Sledding - Cross-country skiing - Snow shoeing <p>Friday Jan 27 Monday Jan 30</p> <p>All fees are covered by the school and grants.</p> <p>Motion to approve students to be out of class for this activity.</p> <p>Voted unanimously in favor</p>	CL	PR
	<ul style="list-style-type: none"> • Jeunesse Musical Workshops – All 4K & 5K Classes <p>SF – Kindergarten classes – musical workshops</p> <p>Most fees are covered by grant. Budget had already been approved by GB.</p> <p>Now, need to vote for the time that students will be in this activity.</p> <p>6 classes are getting 6 workshops of 30mins each. Will be held in March / April.</p> <p>Motion to approve students to be out of class for this activity for the time allotted.</p> <p>Voted unanimously in favor</p>	IK	AMF
<p>7. Reports / Rapport</p>			
	<p>Administration / Administration (JR St-Cyr/S. Fréchette)</p>		

Agenda Item #	Agenda Item Decision / Information / Action	Moved By	Seconded by
7.1	<p>JRS : Gave praise to the team that organized a great pancake day and last few days of school before the winter break. Students and staff really enjoyed. Dealing with the weather issues sometimes – zones that need to be blocked – safe areas for the kids. A newsletter was sent regarding problem resolution procedures – hopefully everyone received and looked at it. Registration period is coming soon. Admin meeting next week. More details to follow. All info will be sent out shortly. Registration always has an impact on staffing as well – will start looking at the big picture for next year.</p> <p>SF : Kindergarten and Cycle 1 students were so thankful – even the little kids really appreciated the activity. As staff, going through the awakening process a bit more, equity, diversity, inclusion. Working to make it a better place for staff and students. Also added civility in the workplace as something to work on. Will be working to develop a school civility code. Working on the brigade scolaire – older students taking on more responsibility in the school.</p>	-	-
7.2	<p>Chairperson / Président</p> <p>KM: When back from holidays, got a gift from SSEF, to help in the beehive project. Partnership with Alvéole. SSEF provided a grant of \$500 to offset some of the costs of the beehive.</p> <p>Clothing sale – campaign before the winter break :</p> <ul style="list-style-type: none"> - 288 items sold - Net profit = \$1,217.60 (16% margin) <p>Good fundraising and also great for school spirit. Should be getting the deliveries within a week or two.</p>	-	-
7.3	<p>Parents' Committee / Comité de parent</p> <p>CR : Activity that covered objectives from Ministry. Main topics :</p> <ul style="list-style-type: none"> - Evidence in various topics - Staff readiness - Learning environment - Academic success <p>Next meeting Feb 6</p>	-	-
7.4	<p>Teachers / Enseignant (e) s</p> <p>AMF: K5 will start orthopédagogue assessments soon to identify kids that need some more help</p>	-	-

Agenda Item #	Agenda Item Decision / Information / Action	Moved By	Seconded by
	<p>AR: Grade 6 have started high school courses with Epic – 3 sessions done – going really well. 5 more sessions to come. Anxiety seems to be going down. Preparing for science fair.</p> <p>CL: In Grade 5 – some meetings with the police – workshops – as well with Telus for cybersecurity.</p> <p>PR : Retour des vacances – going quickly now that winter break is over – already preparing for next report cards coming our next month.</p> <p>MB : Break was great for the K4</p>		
	Daycare / Service de Garde		
7.5	<p>LO : Jan 9 – good ped day – very zen Feb 17 – carnival games</p>	-	-
	P.P.O. / O.P.P.		
7.6	<p>CM :PPO planning reading week and teacher appreciation week. Fun Day committee has been formed. Need volunteers for hoodies distributions.</p>	-	-
	CLC		
7.7	<p>NA</p>	-	-
	Correspondance / Correspondances		
8.0	<p>KM : Sent last week, from RSB, an email for consultation. Policy to maintain a safe, respectable, and drug-free environment at school. Can look that over.</p>	-	-
	Varia / Divers		
9.0	<p>April GB meeting</p> <p>PR : Grade 6 science fair is on the same day as the GB meeting</p> <p>KM : tabled for the next meeting</p>		
10.0	Public Questions / Questions du publique (10 minutes)		

Agenda Item #	Agenda Item Decision / Information / Action	Moved By	Seconded by
11.0	Important Dates / Dates Importantes		
	Next meeting – Feb 23 – remote by Teams		
12.0	Ajournement / Clôture de la réunion Motioned to adjourn – at 8:51 pm (Carried unanimously)	CL	PR

In the event of a discrepancy between this document and the Minutes adopted by Governing Board, the latter shall prevail. Dans l'éventualité d'une disparité entre ce document et le compte-rendu adopté par le Conseil d'établissement, ce dernier aura préséance.


Principal – Jean-Renee St-Cyr


Vice-Principal – Sandra Frechette


Chairperson – Kevin Megin


Secretary – Elisabeth Fink

David Mayrand