

| | | |
|--|-------------------------------------|----------------------------|
| Regular Meeting of / Réunion Régulière du : | | 2022-11-17 |
| Meeting Location & Time/ Lieu et heure de la réunion : | | 7:00 pm Champlain Pavilion |
| Riverside School Board Participants (Administration, Daycare, Support Staff, Teacher representatives) | | |
| Name | Role | In Attendance |
| Valérie Bergeron (VB) | 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 |
| TBD | 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 | No |
| Stephanie Rountree (SR) | Parent Representative | Yes |
| Tanya Guida (TG) | Parent Representative | Yes |
| Cassandra Morel (CM) | Parent Representative | Yes |
| Stefanie Ventura (SF) | Parent Representative (Alternative) | Yes |
| 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 | PR | CL |
| | A motion to begin the meeting was presented at 7:07 PM | | |
| 2. | Adoption of the Agenda / Adoption de l'ordre du jour | DM | SR |
| | A motion to adopt the Agenda as modified was presented by KM. Two new items added : short walking trips & Guignolée Voted unanimously in favor | | |
| 3. | Adoption of the minutes of the previous meeting/ adoption du procès-verbal de la rencontre précédente | CM | DM |
| | A motion to adopt the minutes of the previous meeting was presented by KM. Voted unanimously in favor 2 abstentions – TG & SR since absent at last meeting | | |
| 4. | Reading of Public Questions / Lectures des questions du publique (10 minutes) | | |
| | There are no public questions | | |
| 5. | Introduction of PPO Chairs / Présentation des présidentes de l'OPP | | |
| | KM introduced the 2022-23 PPO Chairs, Amanda Boyle and Laura-Chambers Quinn KM and DM were invited to and attended PPO meeting at beginning of month. Amanda and Laura-Chambers presented themselves to the Governing Board. | | |
| 6. Business Arising from the Minutes / Suivi de la séance | | | |
| 6.1 | Email Vote: PPO 2022 Holiday Food and Gift Drive / OPP Collecte de nourriture et cadeaux 2022 | SR | EF |
| | Email vote was done for 2022 Holiday Food and Gift Drive. Great success every year. Voted unanimously in favor | | |

| Agenda Item # | Agenda Item Decision / Information / Action | Moved By | Seconded by |
|---|--|----------|-------------|
| 6.2 | Recap of Super Recycleurs Clothes Drive / Récapitulation de l'événement Super Recycleurs | | |
| | <p>First Super Recyclers Drive done on October 22 - raised just over \$450. Amounts in October tend to be less than the second drive done in Spring. Next one planned on date around Earth Day - April 2023.</p> <p>Will communicate with Super Recycleurs in Spring to see about continuing for new school year as well.</p> | | |
| 7. New Business / Affaires Nouvelles | | | |
| 7.1 | PPO Budget Approval Step Process / OPP Procédures d'approbation des budgets | | |
| | <p>KM presented PPO budget approval process.</p> <p>When PPO comes with a request :</p> <ul style="list-style-type: none"> - If under \$500 – represented by school admin – presented to GB - If over \$500 – need to provide a budget – PPO representative to present to GB <p>GB agrees that there is a 10% leeway for each approved amount without having to come back for updated approval from GB.</p> | | |
| 7.2 | Publication of Governing Board Minutes on RSB Site / Publication des procès-verbaux du conseil d'établissement sur le site RSB | | |
| | <p>KM had asked RSB if we could publish minutes online year ago. RSB responded that this couldn't be done since they needed to be published in both languages. KM proposed that we could get the minutes translated. RSB said that has to be professionally translated and ultimately said no.</p> <p>SF noticed KM this year that rules have changed – GB can now publish minutes on school website. Don't need to be translated. Only requirement is that the minutes are clear so that any parent that doesn't attend meeting can understand what was voted on. EF takes minutes and are reviewed by KM and VB. Final version is sent to GB and approved. Once approved, the minutes will be posted to RSB website.</p> <p>SF has received training on updating RSB website about uploading documents.</p> <p>CM asked if minutes are sent out to parents. KM responded that they are not. Only kept in a binder at the school. We have had some parent requests that wanted to see the minutes.</p> <p><i>Motion presented by KM to approve that GB minutes be published on the RSB website.</i></p> <p>Voted unanimously in favor</p> | SR | LG |

| Agenda Item # | Agenda Item Decision / Information / Action | Moved By | Seconded by |
|---------------|---|----------|-------------|
| 7.3 | <p>Revised Budget 2022-23 / Budget révisé 2022-2023</p> <p>VB presented revised budget for 2022-2023 :</p> <p>Summary highlights :</p> <ul style="list-style-type: none"> - When budget was revised last May - \$30k deficit was projected for daycare - Actual revised budget is surplus of \$90k for daycare – never before seen surplus - Rare that we have such a big diff between actual and revised - School budget is the summary - Surplus of \$4k presented is required to buy library books - Section for grants – over \$400k - Special Destination Fund - \$55k - Budget is balanced for the year - \$0 - Funds were redistributed due to new deficit - Funds allocated based on students and students with special needs – no major changes vs initial budget <p>Operations budget highlights :</p> <ul style="list-style-type: none"> - Operational budget \$104k redistributed - Initial budget had very little money for teaching materials – revised budget has more materials since surplus could be redistributed - When teachers take medical leave, some subs come from school budget, sub retired teachers cost more than double, so budget has been increased for those subs - Resale material - \$16k vs \$17k revenue – for cost charged to parents – no profit made there - No major changes in admin - Computers – due to surplus, students need laptops, got rid of desktop computer were too old – funds will be used to buy computers for teachers and current teacher laptops will go to students – plan to buy 25 more laptops for teachers – approx. \$21k in budget - Noon supervision - \$250 charged per student per year – pretty on budget for that part of budget - Sports and social – difficult to plan budget for activities – budget represents that there will be some charges to parents (\$10k in budget) but school will be able to contribute \$18k for the activities to cover costs and some govt measures that can be used to reduce those costs - Daycare – big surplus \$90k – more grants than usual – more funds for special needs students – more students than last year as well – all large schools have a similar surplus this year - Furniture – only allowed to spend grant given \$12k – cost of furniture has increased significantly – already \$16k spent – not allowed to buy capitalizable items – have to keep costs under \$1k per item – plan to pay for things for each class – amount needed to be transferred from specific fund \$1k to compensate - Building minor improvements - Building cleaning – bigger amount for supplies needed - Schoolyard improvement - \$135k - paid for by \$48k donations and \$85k specific funds | | |

| Agenda Item # | Agenda Item Decision / Information / Action | Moved By | Seconded by |
|---------------|--|----------|-------------|
| | <p>Grants highlights :</p> <ul style="list-style-type: none"> - Over \$400k of grants - Aide alimentaire used a lot for PPO for all food for events - Library allocation – school had to contribute \$4k - On bouge a l'école – Miss Kim doing a lot with this initiative - École inspirante - \$10k spent already – we will be able to pay some activities as well through this - Difficult one is sortie scolaire en milieu culturele - \$16k – grade 5 going to theatre <p>Specific funds highlights :</p> <ul style="list-style-type: none"> - Total of \$116k carry over from last year - \$85k used for schoolyard project - \$1k used to furniture - Those amounts transferred to operational budget - \$26k is there as revenue from pizza lunches (\$20k) and voluntary contributions (\$6k) - No other fundraising is included (Fun Run, Fundschrift, etc) - Expenses include \$3k Grad and \$8k for PPO - \$44k left to bring this to zero - Will look into buying more things for schoolyard <p>SV mentioned that Autisim Canada gives \$25k grant and will send info to VB. They also give out computers and ipads to students with special needs.</p> <p><i>Resolution to approve budget</i> Motioned by SR Seconded by IK Voted unanimously in favor</p> <p><i>Resolution to transfer \$1k from specific destination to furniture</i> Motioned by TG Seconded by AW Voted unanimously in favor</p> <p><i>Resolution to acknowledge all grants received add up to \$404,865</i> Motioned by LO Seconded by MB Voted unanimously in favor</p> | | |
| 7.4 | <p>2021-2022 Educational Project Annual Report/Rapport annuel-Projet éducatif 2021-2022</p> <p>SF presented Educational Project Annual Report. Report should represent the needs of the school and the improvements that the school wants to focus on.</p> | CL | PR |

| Agenda Item # | Agenda Item Decision / Information / Action | Moved By | Seconded by |
|---------------|--|----------|-------------|
| | <p>Reporting on the previous year. Notes challenges. Orientations. Objectives (3 objectives/indicators below).</p> <p>This is the last report for the 5 year term. New 5 year targets will be determined for the coming years.</p> <p>School safety indicator :</p> <ul style="list-style-type: none"> - Survey is given to students – grades 4-6 - Val and Sandra explain questions to students - Target is 65 / 100 - Actions taken last year to help this and tracked grants used - Results 51 / 100 – a few points higher than previous year - Is the target realistic - Canadian norm is 65 - Girls 56 vs Boys 49 - Grade 6 has lowest % of safety indicator - Reflection is done by school and adjustment is made to try to improve <p>LG asked whether there was a trend that it was getting better and whether the results were similar to other RSB schools. We don't have the results of the other RSB schools. SF mentioned that there have been many variables in the past year, ex: covid etc, that are hard to get a handle on and that it has been hard to figure out how to help the kids feel more safe at school.</p> <p>Have done workshops on cyber intimidation. This year there is a new zoom platform. CL spoke about new platform about emotions and strategies and discussions about how to manage difficult emotions. Many videos for different grades. So far in Grade 5, kids are responding well to the videos and are able to relate with the subjects. There are good tools to help the kids. Kids can do quizzes – teacher can see answers and deal with emotions that are brought up.</p> <p>Student positive character traits indicator :</p> <ul style="list-style-type: none"> - Program with 6 main traits - This year instead of recognizing only one student in the class, looking into celebrating a group of students since theme this year is togetherness - Survey given to students - Target 95 / 100 - Results 86 /100 - Girls 87 vs Boys 84 - Grade 5 highest - Reflection is done – clubs, sports, social groups - Focus at school board on diversity, equity, inclusion <p>Reading strategies indicator :</p> <ul style="list-style-type: none"> - Target 70% level 4 or more (80 and above) | | |

| Agenda Item # | Agenda Item Decision / Information / Action | Moved By | Seconded by |
|---------------|---|----------|-------------|
| | <ul style="list-style-type: none"> - Results 55% - End of year summary results - Trying to address ELA since younger kids are getting fewer hours. <p>Voted unanimously in favor</p> | | |
| 7.5 | <p>Sexuality Health Education Timeline/Éducation à la sexualité-calendrier du contenu d'enseignement</p> <p>Role of GB is to approve timeline and not content. Program starts in Grade 1 – to Grade 6. Once approved, letters are sent to parents to inform them of content.</p> <p>Last year Grade 6 had sexologists to come present certain topics. This year, there won't be that. Sexologist at school board will support teachers.</p> <p>Homeroom teachers will be teaching this content.</p> <p>School applied for some grants to have people come and present. Teachers overall are comfortable presenting the material.</p> <p>Voted unanimously in favor</p> | CM | TG |
| 7.6 | <p>Academic and Career Guidance Content/Contenu du programme orientation scolaire et professionnelle.</p> <p>School has to implement the Academic and Career Guidance in Cycle 3. The themes are included and integrated into different subjects.</p> <p>Epic company is coming in Grade 6 to speak about Transition to High School. Grade 6 asks a lot more questions about going to high school.</p> <p>CL spoke about other tools speaking about interests for the kids, quizzes about what they could do as a career.</p> <p>GB responsible for approving the overall approach.</p> <p>Voted unanimously in favor</p> | LO | IK |
| 7.7 | <p>Approval of short walking trips during 2022-23 school year / Approbation de petites sorties à pied pendant l'année scolaire 2022-23</p> <p>Item added from original agenda</p> <p>Teachers want to take students on various trips/activities close to the school. Winter activities such as sledding. Summer activities such as park visits. Short trips in walking / biking distance. All grades.</p> | CL | AF |

| Agenda Item # | Agenda Item Decision / Information / Action | Moved By | Seconded by |
|---------------|--|----------|-------------|
| | <p><i>Resolution to allow teachers to bring their classes on short walking / biking trips</i></p> <p>Voted unanimously in favor</p> | | |
| 7.8 | <p>Fundraiser for La Guignolée in lieu of teacher holiday gifts / Collecte de fonds pour la Guignolée au lieu d'offrir des cadeaux aux enseignants pour les fêtes</p> <p>Item added from original agenda.</p> <p>One teacher suggested making donation instead of giving teacher gift for the Corne d'abondance de Candiac.</p> <p><i>Resolution to allow teachers to request donations from parents in lieu of holiday gifts – donations going to Corne d'abondance de Candiac.</i></p> <p>Voted unanimously in favor</p> | DM | MB |
| 7.9 | <p>Fundraising Subcommittee / Sous-comité de levée de fonds</p> <p>1. St. Lawrence Hoodies & Tuques Sales / Vente chandails et tuques St-Lawrence</p> <p>KM - Successful fundraising in prior years. Last year an initial round sold 309 hoodies for a net profit of approx. \$1200 (many fees 10% paypal / 5% online store and godaddy etc)</p> <p>We are no longer using the supplier from previous year – there were issues last year with cost changes, delivery delays, printing issues, etc.</p> <p>PPO got quotes from 4 vendors and calculated costs and profit margins</p> <ul style="list-style-type: none"> - Options for hoodies / t-shirts / tuques etc - One vendor clearly better option for pricing and options – Acrobat in St-Jean-sur-Richelieu - Need to confirm sizing and details of tuques - Many discussions about when to do the orders and which colors etc - Practical to do one color per year - change color every year - First run before Christmas, planned for Nov 25-28 - need to get order form out quickly to parents in order to hopefully received merchandise in time - Second run planned in Spring <p><i>Resolution to approve fundraising activity to sell hoodies & t-shirts</i> Motioned by CL Seconded by MB Voted unanimously in favor</p> <p><i>Resolution to approve prices for hoodies & t-shirts</i> Hoodies – adult \$35 – kids \$30 T-shirts – adult \$20 – kids \$15 Motioned by CL</p> | | |

| Agenda Item # | Agenda Item Decision / Information / Action | Moved By | Seconded by |
|---------------|--|----------|-------------|
| | <p>Seconded by PR Voted unanimously in favor</p> <p><i>Resolution to approve colors for this year</i> Royal blue hoodies & t-shirts White writing Motedioned by CL Seconded by SR Voted unanimously in favor</p> | | |
| | <p>2. FundScrip campaign 2022-23</p> <p>FundScrip requires that we do a paper order. PPO will manage the campaign.</p> <p><i>Resolution to approve FundScrip campaign</i></p> <p>Voted unanimously in favor</p> | SR | LM |
| | <p>P.P.O. Recommendations / Recommandations de l'O.P.P.</p> | | |
| 7.10 | <p>FundScrip Holiday Campaign</p> <p>Will not be done as a holiday campaign due to hoodie fundraiser being done before the holidays already.</p> <p><i>Resolution to approve timing of FundScrip campaign for January 2023</i></p> | DM | MB |
| | <p>• Trips and Activities, including CLC/ Activités et sorties, incluant le CSC</p> | | |
| 7.11 | <p>Dynamix-Cycle 1</p> <p>Teambuilding activity Dec 5 at school Cost of \$15 to parents</p> <p>Motioned by LO Seconded by AR Voted unanimously in favor</p> | | |
| | <p>Ninja Factory-Grade 6</p> <p>Physical activity Dec 21 in Brossard Cost of \$33 – only \$25 for parents – rest from on bouge au cube</p> <p>Motioned by LDM Seconded by AR Voted unanimously in favor</p> | | |

| Agenda Item # | Agenda Item Decision / Information / Action | Moved By | Seconded by |
|-----------------------------|--|----------|-------------|
| | <p>Culture à l'école Grant Requests</p> <p>Tabled for next time</p> <hr/> <p>Holiday Concert</p> <p>In prior years, there have been too many people at the holiday concerts – has become a fire hazard.</p> <p>During covid, didn't have concerts.</p> <p>Last year, concert was done in 2 showings - morning and afternoon. Tickets needed to be reserved online. 200 seats per show. Limit of 2 per family. Livestreamed and filmed.</p> <p>This year, to try and accommodate more families, will do 3 showings – Monday Dec 19 (morning general practice and soundtest + afternoon showing) – Tuesday December 20 (morning and afternoon showings). Again 200 tickets per showing. Again limit 2 per family. No livestream (streaming issues last year). Concert will be recorded though.</p> <p>Music teachers have already discussed and agree to this format. Grades 1-6. Concert length of 1 hr instead of 1.5hrs.</p> <p><i>Resolution to approve format of holiday concert</i> Motedioned by SR Secodeded by AW Voted unanimously in favor</p> | | |
| 8. Reports / Rapport | | | |
| 8.1 | <p>Administration / Administration (V. Bergeron/S. Fréchette)</p> <p>VB :</p> <p>Assembly this week to review some rules Too much excitement – another assembly to recap rules. Review anti-bullying and anti-violence plan Recommendation to have meeting with new principal Giving older kids more responsibilities VB last GB – feels fortunate to have been part of the school</p> <ul style="list-style-type: none"> - Thanks to SF - Thanks to KM - Thanks to GB - Welcome to Mr St-Cyr as incoming principal <p>SF :</p> <p>Busy time of year for staff - report cards and parent-teacher meetings – thanks to staff</p> | - | - |

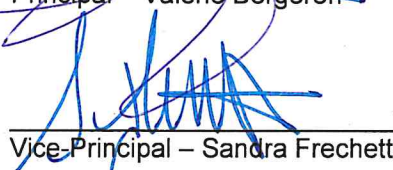
| Agenda Item # | Agenda Item Decision / Information / Action | Moved By | Seconded by |
|---------------|--|----------|-------------|
| | Wishes best to VB in new position Will be here to support school and community with changes in admin to come | | |
| 8.2 | Chairperson / Président | - | - |
| | KM : Great 4 years working with VB Sad to see you go, happy for new chapter Next meeting by zoom | | |
| 8.3 | Parents' Committee / Comité de parent | - | - |
| | AW : Wasn't there last meeting of Parents Committee No info | | |
| 8.4 | Teachers / Enseignant (e) s | - | - |
| | MB - change in K4 from Sept to now, incredible, fun to see them grow AF - preparing for parent interviews, lots of activities CL - thanks to the community for shoebox project, great donations, 20 boxes made AR - Grade 6 workshop on bacteria coming, preparing report cards, preparing for December, thanks to VB | | |
| 8.5 | Daycare / Service de Garde | - | - |
| | LO : Last 2 ped days of 2022 next week in Nov | | |
| 8.6 | P.P.O. / O.P.P. | - | - |
| | CM : Planning started for pancake day Underbudget for Halloween total \$650 Donations from parents approx.. \$1500 Planning for rest of year at next PPO meeting | | |
| 8.7 | CLC | - | - |
| | SF : Grant for bird feeders in peace garden Grant for \$4k to buy a shed Applied for bee grant to help pay for alveole | | |
| 9.0 | Correspondance / Correspondances | - | - |

| Agenda Item # | Agenda Item Decision / Information / Action | Moved By | Seconded by |
|---------------|---|----------|-------------|
| | Nothing | | |
| 10.0 | Varia / Divers | | |
| | Nothing | | |
| 11.0 | Important Dates / Dates Importantes | | |
| | VB last day - Jean René St-Cyr has not been replaced yet so him and VB will coordinate for now – official date will be communicated soon – probably in about a week. Next meeting Dec 15 | | |
| 13.0 | Ajournement / Clôture de la réunion <i>Motioned to adjourn – at 9 :22 pm</i> (Carried unanimously) | SR | CM |


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 – Valérie Bergeron



 Vice-Principal – Sandra Frechette



 Chairperson – Kevin Megin



 Secretary – Elisabeth Fink