

Regular Meeting of / Réunion Régulière du :		2023-06-15
Meeting Location & Time/ Lieu et heure de la réunion :		7:00 pm Champlain Pavilion / Microsoft Teams
Riverside School Board Participants (Administration, Daycare, Support Staff, Teacher representatives)		
Name	Role	In Attendance
Jean-Rene 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
TBD	Teacher Representative	Yes
Parent Representatives		
Name	Role	In Attendance
Louis Gervais (LG)	Parent Representative	Yes
David Mayrand (DM)	Parent Representative (Vice-Chair)	No
Kevin Meggin (KM)	Parent Representative (Chair)	Yes
Ashley Williamson (AW)	Parent Representative	No
Elisabeth Fink (EF)	Parent Representative	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)	No
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	LG	MB
	A motion to begin the meeting was presented at 7: 17 PM		
2.	Adoption of the Agenda / Adoption de l'ordre du jour	IK	CM
	Kevin presented the agenda that was sent earlier in the day. Voted unanimously in favor		
3.	Adoption of the minutes of the previous meeting/ adoption du procès-verbal de la rencontre précédente	PR	LDM
	A motion to adopt the minutes of the previous meeting was presented by KM. Voted unanimously in favor		
4.	Reading of Public Questions / Lectures des questions du publique (10 minutes)		
	There were no public questions to be read.		
5. Reports / Rapport			
5.1	Administration / Administration (JR St-Cyr/S. Fréchette)		
	JRS – Happy to join a wonderful school. School is special because there are great teachers, staff that care and are committed and also parents that believe in the school that help make a difference for all the kids. Winning recipe. Proud to be part of the team. Looking forward to next year. Thanks for your time but appreciate that GB members are involved. Wishing everyone a wonderful summer. Thanks! SF – For staff, this has been a challenging year, but we made it. We have a good community and staff and very involved parents. Thanks to everyone. PPO also. Lucky to be so close to the community. 5 more days to go!		
5.2	Chairperson / Président		
	KM – Want to thank everyone. Have been a parent since daughter was in Grade 1. Many of you have been dedicated through the years as well as new parents. Wishing everyone a great summer!		

Agenda Item #	Agenda Item Decision / Information / Action	Moved By	Seconded by
	Parents' Committee / Comité de parent		
5.3	CER – Last meeting was shorter. Director of Finance was there. Revisited the bursaries from Parent Committee. Next meeting will be next year.	-	-
	Teachers / Enseignant (e) s		
5.4	AR – Kids had exams and did quite well. They are looking forward to Grad next week and lots of surprises during last week of school. Looking forward to the end of the year. PR – Nothing to add! CL – Une belle fin d'année. Pleins d'activités. Merci aux parents pour Fun Day qui s'en vient! MB – Little ones are good. Sad to be at the end of the year, but so nice to see the progress and changes in the little kids. Music concert is great to see the kids reach their goals and bring everything to fruition.	-	-
	Daycare / Service de Garde		
5.5	LDM – Kids are excited. Lots of energy. Looking forward to next week as well as next year.	-	-
	P.P.O. / O.P.P.		
5.6	CM – Fun Day next week. Theme is Carnaval! Last meeting was last Wednesday. We got back the totals from the Fundscrip campaign, \$292.54 was collected. PPO will wish to plan another campaign in October (for Christmas) and explain better the process.	-	-
	CLC		
5.7	Brian Peddar's annual report was sent out by email.	-	-
6. Business Arising from the Minutes / Suivi du procès verbal			
	Urban Seedling Recap / Récapitulatif Semis Urbains		
6.1	KM - Total of \$626.46 was ordered by eight people (5 were GB or Garden committee members). Based on the conditions of the promotion: 15% comes back to the school. That amount is \$93.22. To evaluate whether we do it again. Choose which fundraisers are more worth it. SF – May be good for parents to have a list of fundraising events at beginning of the year so that they can decide what to focus on.		

Agenda Item #	Agenda Item Decision / Information / Action	Moved By	Seconded by
6.2	<p>Common Digital Communication Tool with Teachers / Outil de communication numérique commun avec les enseignants</p> <p>JRS – Discussed at School Council and also spoke with teachers. Came up with a common understanding that something that is important to be communicated will go out through email. Teachers can still use apps for pictures or other information. However important communications will be sent by email.</p>		
6.3	<p>New Additions to Code of Conduct 2023-2024 / Nouveau ajouts au Code de conduite 2023-2024</p> <p>JRS – Was brought to our attention that we need something in the code of conduct regarding use of cell phones. Positive if used as a safety tool going to and from school. Teachers have requested that there is a no phone during school time. Cell phones need to stay in school bags.</p> <p>Resolution to add a no cell phone policy during school hours (including daycare) to the code of conduct : MOTIONED BY: AR SECONDED BY: CL Voted unanimously in favor</p>		
7. New Business / Affaires Nouvelles			
7.1	<p>Budget Update</p> <p>JRS – Received the budget last week. In order to complete, we would need to determine the fees, etc which are not finalized yet. Essentially, we have a little more money from the ``mesures`` - approx. \$5k – compared to last year. There is a base amount based on the number of kids which can be used for many things. In all of the other mesures, they are allocated to different categories. As a school, they look at what resources the school needs. The challenge is to know exactly what we need at this time. We are in a lucky situation in which the daycare generates a profit for the school which we can use and which we have to use or else will be taken back by School Board. We will need to start looking at what we need to allocate the profits to.</p> <p>MB : Perhaps we can allocate a portion of the budget to repairing musical instruments.</p>		
7.2	<p>Music Program Fundraiser during Concert / Collecte de fonds pour le programme de musique durant le concert</p> <p>Resolution to approve fundraising during music program (concert, etc) MOTIONED BY: MB SECONDED BY: IK Voted unanimously in favor</p>		
7.3	<p>School Supply Lists 2023-2024 / Listes d'effets scolaires 2023-2024</p> <p>JRS – There is a portion that is standard supplies and a portion that is supplied by teachers for workbooks etc. There is a process to follow about what is allowed to be asked for from parents. Lists are filled in by teachers and ultimately approved by Principal and afterwards GB.</p> <p>CM – Is there any way to make it more specific with names or pictures?</p>		

Agenda Item #	Agenda Item Decision / Information / Action	Moved By	Seconded by
	<p>KM/JSR – Not allowed – it has to be generic.</p> <p>CER – Is there any way that parents who have extra supplies could donate or drop off to the school?</p> <p>CL – Sometimes we do get donations at the beginning of the school year. We have lockers that are full of extra supplies that we use if we need it for students instead of always writing to parents.</p> <p>CL – Also for those students that have personalized plans and need to use computers, is there a way that we can communicate to the parents that they don't necessarily need all the workbooks etc.</p> <p>Resolution to approve the school lists for the 2023-2024 school year. MOTIONED BY: LDM SECONDED BY: AR Voted unanimously in favor</p>		
7.4	<p>School Fees 2023-2024 / Frais de scolarité 2023-2024</p> <p>JSR – Sue was able to prepare a comparison of the prior year vs current year fees. Most fees are consistent with prior year.</p> <p>KM – (scrolled through the lists of fees for both English program and French program)</p> <p>Resolution to approve the school fees for 2023-2024. MOTIONED BY: IK SECONDED BY: LO Voted unanimously in favor</p>		
7.5	<p>School Based Ped Day 2023-2024 / Journée pédagogique école 2023-2024</p> <p>JSR – TBD</p> <p>KM – Can we offer suggestions? Last year we asked for the day after Halloween.</p> <p>CL – From teachers perspective, is it better if the day is earlier in the school year so that it is more beneficial for prep.</p> <p>KM – We will do evote in summer – first week of school.</p>		
7.6	<p>Daycare Fees 2023-2024 / Frais Service de garde 2023-2024</p> <p>LO - The proposed changes for daycare was presented by LO. These proposed changes have not yet been passed but LO gave a quick review of the proposed update. The new daily rate will be \$9.20 instead of the current price of \$8.95. Which is still below the national average (which is \$10).</p> <p>Resolution to approve new daycare fees for 2023-2024 : MOTIONED BY: LDM SECONDED BY: PR Voted unanimously in favor</p>		
7.7	<p>Update on reform for CCQ (vs ERC)</p>		

Agenda Item #	Agenda Item Decision / Information / Action	Moved By	Seconded by
	<p>JSR – Teachers will have the liberty of deciding which program they want to follow for next year. GB needs to approve.</p> <p>Resolution to approve that teachers are allowed to select the program they want to follow in 2023-2024 – CCQ or ERC MOTIONED BY: CL SECONDED BY: PR Voted unanimously in favor</p>		
7.8	<p>Grade 6 Graduation Update / Graduation 6e année-dernières nouvelles</p> <p>JSR – Everything is ready. Script is ready. Teachers are ready. Gym is being set-up. Two ceremonies and one party for all the kids at the park afterwards.</p>		
7.9	<p>Honey Sale / Vente de Miel</p> <p>SF – We have collected honey for the past few years. Have given the Cycle 3 the task of selling the honey and seeing what they want to do with the profits. Thinking of selling the jars for approx.. \$10-\$15 each – to be decided.</p> <p>Resolution to approve the sale of the honey from Alvéole : MOTIONED BY: AR SECONDED BY: CL Voted unanimously in favor</p>		
7.10	<p>2023-2024 Pizza Lunch Fundraiser / Levées de fonds-dîner pizza 2023-2024</p> <p>KM - Decision to continue with the pizza lunch fundraiser for next school year, headed by the PPO. Brings in about \$2k per month for the school.</p> <p>Resolution to approve pizza fundraiser for 2023-2024 : MOTIONED BY: MB SECONDED BY: CM Voted unanimously in favor</p>		
7.11	<p>Zootherapy for 2023-2024</p> <p>SF – Mme Karine has been trained. In her training, ideal animal is a rabbit. School would help purchase rabbit and supplies etc. Mme Karine would bring the rabbit to school and it would be a school initiative and the animal would not only be in her class but there could be other programs as well. Parents of students that would be in her class next year will be contacted to ensure that that are aware, and ok with their child being in a class with a Zootherapy animal (rabbit).</p> <p>JSR – Cost would be covered through ``mesure`` money in the budget.</p> <p>Resolution to approve the zootherapy program (with a rabbit) for the 2023-2024 school year : MOTIONED BY: MB SECONDED BY: CL Voted unanimously in favor</p>		
	<p>Shoebox Project Campaign Autumn 2023</p>		

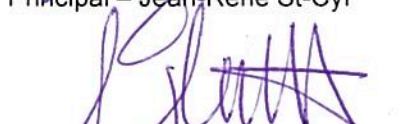
Agenda Item #	Agenda Item Decision / Information / Action	Moved By	Seconded by
7.12	<p>KM - Joanne Bouchard, who is a parent at our school and Co-Coordinator for the Shoebox Project, Montérégie Chapter request to hopefully hold another successful Campaign in the Fall of 2023 for the Shoebox Project. Perhaps timing should be October so as not to be too close to Christmas.</p> <p>Resolution to approve Shoebox Project campaign for 2023-2024 with the boxes being built in October: MOTIONED BY: AR SECONDED BY: AMF Voted unanimously in favor</p>		
7.13	<p>GB Chair Annual Report</p> <p>Kevin will work on the annual report and send it to everyone shortly for review. Approval will be by electronic vote.</p>		
7.14	<p>P.P.O. Recommendations / Recommandations de l'O.P.P.</p> <p>KM : Welcome Back BBQ – Sub-committee has been formed but they don't have anything yet planned. They would like a budget request of \$1500 to be able to prepare and hold the Welcome Back BBQ. It's to note that no BBQ was done this year, even if an approval was given last year for a budget.</p> <p>Resolution to approve a Welcome Back BBQ at the beginning of the 2023-2024 school year : MOTIONED BY: CL SECONDED BY: AMF Voted unanimously in favor</p>		
7.15	<p>Grade 6 Fieldtrip / Sortie 6^{ième} année</p> <p>JSR – Grade 6 teachers want to bring their classes to Fort Débrouillard again in the new school year. September 22, 2023. Busses and activity would be paid for by the school.</p> <p>Resolution to approve Grade 6 outing to Fort Débrouillard on Sept 22 2023 : MOTIONED BY: PR SECONDED BY: MB Voted unanimously in favor</p>		
7.16	<p>Parent Representative Terms Ending / Fin du terme des représentants des parents</p> <p>KM mentioned that the following terms are ending at the start of the next school year:</p> <p>Voting members: Tanya Guida, Stephanie Rountree, Ashley Williamson, Cassandra Morel(1yr). Alternate parents: Lynn Rizzuto, Stefanie Ventura</p> <p>JSR – how is the AGA done – what is the best way to get the most parents there? Should we put it at the same time as the Parent Teacher evening?</p>		
8.0	<p>Correspondance / Correspondances</p>		

Agenda Item #	Agenda Item Decision / Information / Action	Moved By	Seconded by
9.0	Varia / Diver		
10.0	Public Questions / Questions du publique (10 minutes)	-	-
11.0	Important Dates / Dates Importantes FunDay / Last Day of School / Concert / Graduation		
12.0	Next Meeting / Prochaine réunion : AGA – Fall 2023		
13.0	Ajournement / Clôture de la réunion Motioned to adjourn – at 9:01 pm (Carried unanimously)	PR	MB

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.



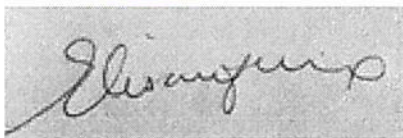
Principal – Jean-Rene St-Cyr



Vice-Principal – Sandra Frechette



Chairperson – Kevin Megin



Secretary – Elisabeth Fink