

Regular Meeting of / Réunion Régulière du :		2023-11-30
Meeting Location & Time / Lieu et heure de la réunion :		7:00 pm Champlain / Pavillon & MS 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
Liz Ford (LF)	Administration (ex-officio member)	Yes
Irene Kussey (IK)	Support Staff Representative	Yes
Kristy Findlay (KF)	Support Staff Representative	Yes
Lynn O'Connor (LO)	Daycare Representative	Yes
Alexandra Rachubinski (AR)	Teacher Representative	No
Anne-Marie Fortin (AF)	Teacher Representative	Yes
Mark Brosseau (MB)	Teacher Representative	Yes
Chelsea Lafortune (CL)	Teacher Representative	Yes
Benoit Deshaies (BD)	Teacher Representative	No
Amélie Provencher (AP)	Teacher Representative	Yes
Parent Representatives		
Name	Role	In Attendance
Cassandra Morel (CM)	Parent Representative	Yes
David Mayrand (DM)	Parent Representative	No
Elisabeth Fink (EF)	Parent Representative – Secretary	Yes
Kevin Megin (KM)	Parent Representative - Chair	Yes
Louis Gervais (LG)	Parent Representative – Vice-Chair	No
Stefanie Ventura (SV)	Parent Representative	Yes
Stephanie Rountree (SR)	Parent Representative	Yes
Tanya Guida (TG)	Parent Representative / RSB Parent Rep	No
Ashley Couture (AC)	Parent Representative	Yes
Zeeshan Farooq (ZF)	Parent Representative (Alternative)	Yes
CLC Representative		
Brian Peddar (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 A motion to begin the meeting was presented at 7:08 PM		
2.	Adoption of the Agenda / Adoption de l'ordre du jour Kevin presented the agenda that was handed out at the start of the meeting.	MB	CM
3.	Adoption of the Minutes of the Previous Meeting / Adoption du procès-verbal de la rencontre précédente	SR	CL
4.	Public Questions / Questions du publique (10 minutes) Parent - School activities – feel like there should be more after-school activities. Italian class for example. Keep kids busy a bit afterschool. JRS – We do offer tutoring and soccer and some other activities. If anyone has any contacts, we can set it up and offer other activities. We are open to it and have to be approved by Governing Board. School has to offer a room. Make sure the people coming in have background checks etc. From there, if there is a cost, the fee has to be charged to parents. CL – We do have badminton afterschool as well. Also, daycare does a lot of activities and uses some of the space at the school. Parent – I wasn't aware of all the activities in daycare. JRS – Yes, they have help for homework and activities etc. LO – We provide a quiet environment of 30 mins to do their homework and we can help if needed. Homework periods in daycare are most days but not 100% of the time. KM – Space is also an issue since St-Raymond is reserved for daycare so less space available for activities.	-	-
5. Reports / Rapport			
5.1	Administration / Administration (JR St-Cyr/E. Ford) JSR – Thank you to the teachers and parents. So important that everyone connects together. Meet the teacher etc and having teachers that are accessible. You may have heard about the strike – it has been confirmed legally from Dec 8-14. That being said, we have our concert on Dec 15 which will stay on. Biggest challenge we have is the set-up. The strike days interfere a bit, but should be ok. Some parents have received a memo about bus strike – for our school it is affecting 2 buses – one in the morn and one in the afternoon. If parents need help or daycare, we will be able to organize something. Received an email from John Adams – organizing an online workshop for parents. Invites will be sent to parents from Grade 4-5-6. Interesting workshop for parents.	-	-

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	<p>LF and JSR were part of meeting for ENUS Canada. Program supported by Concordia. Related to waste. How are we doing. What steps are taken to monitor. They will come and take a look – go through the garbage. They will help advise on how to put a better system in place and what can be done to improve. Done through one of our grants received.</p> <p>LF – They will give a baseline for the garbage so that they can put initiatives in place and impact.</p> <p>We did recognize Remembrance Day on the 10th and had visitors from the military speak to the students on the 9th.</p>		
	Chair Person / Président		
5.2	KM – Attended numerous council of commissioner meeting. Announced retirement of the Chair of RSB. Had the movie night which was a good success.	-	-
	Parents' Committee / Comité parental		
5.3	TG absent tonight – nothing to mention.	-	-
	Teachers / Enseignant(e)s		
5.4	<p>AMF – Today was the Biodome and Planetarium outing. Unfortunately, lots of gastro in the K5 group.</p> <p>AP – Outing went really well. Kids were great and we had many parents to help.</p> <p>MB – Practicing for the concert. Nice to see all the kids working together.</p> <p>CL – Outing on Halloween to the OSM was really popular and greatly appreciated. Some Grade 6 didn't appreciate as much, but in general lots of good comments.</p>	-	-
	Daycare / Service de garde		
5.5	LO – Winding up for Christmas. Preparing crafts etc. Re Christmas concert – usually daycare does something special for the kids on the last Friday before the holidays and so hoping the concert does not interfere.	-	-
	P.P.O. / O.P.P.		
5.6	CM – Movie night was great. Pancake day planning has started. Garden was closed in November. Also, PPO will be planning a used book sale in March probably. Fundsript fundraising campaign made \$98 which will go into the SDF.	-	-
	CLC		
5.7	BP (via KM) – Brian presented to us his CLC report for the region.	-	-
6. Business Arising from the Minutes / Suivi du procès verbal			
	Evote : 2023 School Food & Toy Drive		
6.1	<p>KM – Evote. Dates were changed due to strike the November strike days.</p> <p>Voted unanimously in favor.</p>	IK	LO

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7. New Business / Affaires Nouvelles			
7.1	<p>School Yard Project Updates / Mise à jour du projet de cour d'école</p> <p>JRS – Plan to create outdoor classrooms. We have three slabs where we need to put posts. Will be exploring and looking at the costs for now. Will discuss during budget.</p>	-	-
7.2	<p>Modification in the reporting and evaluation schedules / Modification du calendrier d'évaluation et rapport</p> <p>JSR – We approved the schedules and evaluation last meeting. Now because of the strike, we need to get approval for the modified schedule for the</p> <p>Voted unanimously in favor.</p> <p>LF – Kindergarten report card has gone digital and has also been standardized across the province. Seems to be a few glitches that are being ironed out. A bit of a learning curve for the K teachers, so congrats on the good work.</p>	CL	CM
7.3	<p>Anti-Bullying and Anti-Violence Plan 2023-24</p> <p>JSR – Plan in place is a standard format that has been approved at Board level. School has responsibility to collect data and measure and evaluate. School has a survey where kids are able to answer a series of questions – anonymously. Do they feel safe – at home, at school, on the bus. This survey has been around for quite a few years. Great tool to have but complex for the students sometimes for them to understand what the question really means and provide examples and guidance and support. This way the school can get a more accurate picture.</p> <p>Some of the data we collected is surprising. Not perfect, but some areas are getting better.</p> <p>SV – Are kids that have disabilities or on the spectrum being surveyed in the same way? Are they being helped and questioned in a way they can understand? Is the question formulated the same way for everyone? i.e. exclusion can be a form of bullying even though they may not think they should indicate that and should be reported also.</p> <p>JSR – We monitor students from Grade 4-5-6. The kids all get a code. Everything is anonymous. We talk about each question – so that the students can understand before answering. That being said, we try to explain to the kids to get an overall picture, but we may be missing details to make sure all students really get it. This year we are planning to do the survey twice in a year. Hopefully this will help the students feel more at ease and get better data.</p> <p>We note that many students still feel anxious.</p> <p>All these answers help us build our Educational Project. This is one of the tools that help us see what is needed to support the kids and the parents.</p> <p>Voted unanimously in favor.</p>	CL	IK

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7.4	<p>Revised Budget 2023-24 / Budget révisé 2023-2024</p> <p>JSR – The revised budget is almost the same as previous version discussed at a past meeting.</p> <p>Surplus in the school budget is compensated by les mesures that the school receives. Total surplus/deficit at \$0.</p> <p>The amount that we have in the Special Destination Fund (SDF) legally belongs to parents so can never be taken away from the school – i.e. is not considered a surplus. We make an estimate to see what we will spend the SDF on – outdoor classrooms, etc. Need to show that we are spending the amounts.</p> <p>Daycare also helps us pay other activities since it has been creating a surplus that we can use elsewhere – transportation, outings, etc.</p> <p>IK – If daycare has surplus, how come that is not being used to pay for activities for the daycare kids?</p> <p>JSR - the expenses to use that surplus has to be applied to something that is for all kids and not only a portion of the kids.</p> <p>Voted unanimously in favor</p>	EF	SR
7.5	<p>2023-2024 Educational Project Annual Report / Projet éducatif 2023-2024 Rapport annuel</p> <p>LF – End of our first Educational Project – 2018-2023.</p> <p>Safety at school</p> <ul style="list-style-type: none"> - Target 65% not attained - Baseline was 59% - End result was 54% <p>Covid had an impact on this element.</p> <p>Development of positive character traits</p> <ul style="list-style-type: none"> - Target 95% not attained - Baseline was 72% - End result was 88% <p>Although we didn't attain the target, the end result was still much higher than the baseline.</p> <p>Reading strategies – in <u>both</u> English and French – 80% or more</p> <ul style="list-style-type: none"> - Target 70% not attained. 	CL	SR

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	<ul style="list-style-type: none"> - Baseline was 40% - End result was 55% <p>However, 95% achieved at least 60% in both French and English. 82% achieved at least 70% in both.</p> <p>Some of these things are being taken forward into our next Educational Project as well. We will keep what we are doing but will just not be monitoring in the same way as over the past 5 years.</p> <p>Voted unanimously in favor</p>		
7.6	<p style="background-color: #e0e0e0;">Allocation of the Governing Boards annual operation budget / Allocation du budget annuel de fonctionnement du conseil</p> <p>KM – Budget is approx. \$229. How do we want to spend it? Last year, we gave additional amounts to the grads.</p> <p>CM – Some ideas : Friendship benches. Plaque for young child (teacher`s child) that passed away needs to be updated.</p> <p>LO – Perhaps name the garden after the child instead?</p> <p>JSR – Need to respect the family`s wishes as well before making any changes.</p> <p>LF – The friendship benches are good for very young kids but it becomes difficult for kids as of about Grade 3. Perhaps a bench dedicated in the peace garden would be a nice mix of both ideas.</p> <p>JSR – We can look into that definitely, but in the schoolyard project probably. Instead of using the \$229 (which won`t go very far)</p> <p>KM – Should we follow what we did last year and use the funds for the grad awards?</p> <p>CL – We should let the Grade 6 teachers allocate and see what awards they want to give.</p> <p>KM – Motion to approve allocating our GB budget to Grade 6 grads and have the teachers (Grade 6) allocate the funds towards awards.</p> <p>Voted unanimously in favor</p>	CL	SR
7.7	<p style="background-color: #e0e0e0;">Holiday Music Concert / Concert de musique du temps des fêtes</p> <p>JSR – Aiming for Dec 15 for parents in the afternoon. Dec 18 all day for parents (morning and afternoon). We will send out information and tickets to parents soon.</p>	MB	CM

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	<p>KM – As a parent, question, since we use Eventbrite and limit to 2 ppl per student, is it really efficient to have 3 shows? It seems that the shows are not full – maybe two is enough?</p> <p>JSR – The events are full – sometimes some parents don't come – but we don't know until the day of.</p> <p>KM – Do we also go for the bucket drops as well to raise a bit of money as the parents walk in?</p> <p>KM – Motion to approve concert – Dec 15 and Dec 18 – with a bucket drop at the door.</p> <p>Voted unanimously in favor</p>		
7.8	<p>P.P.O. Recommendations / Recommandations de l'O.P.P.</p> <p>KM – PPO sent the details from Movie Night. After expenses \$600 was raised from bakesale. Overall went very well. Positive feedback.</p> <p>Pancake day request – PPO is requesting \$3000.</p> <p>JSR – Teachers asked whether there is a schedule for the rest of the day as well?</p> <p>SV – Schedule will go out next week.</p> <p>KM – Motion to approve budget request for pancake day, with \$2000 coming from Aide Alimentaire mesure and \$1000 coming from the SDF</p> <p>Voted unanimously in favor</p>	SR	CL
7.9	<p>Trips and Activities, Including CLC / Activités et sorties, incluant le CSC</p> <p>KM – Cyle 2 – Science Center for Dec 19 – no cost to parents</p> <p>Voted unanimously in favor</p>	CL	SV
7.10	<p>Daycare : Feedback of November activities</p> <p>KF – November activity for TresArt went really well.</p> <p>With the strike day that happened, we are postponing the Around the World Ped Day to February.</p>	-	-
7.11	<p>December GB Meeting Date</p> <p>KM – Our meeting was scheduled in December 14, which is a strike day now. Do we need another meeting in December (which is in less than 2 weeks)?</p> <p>This is CL last meeting of the Governing Board.</p>	MB	SV

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	Motion to cancel December meeting. Voted unanimously in favor		
8.	Correspondance / Correspondances		
	NA	-	-
9.	Various / Divers		
	NA	-	-
10.	Public Questions / Questions du publique (10 minutes)		
	NA	-	-
11.	Important Dates / Dates importantes		
	Concert	-	-
12.	Next meeting		
	January	-	-
13.	Ajournement / Clôture de la réunion		
	Meeting adjourned at: 9:18 PM	CL	SV

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.

GOVERNING BOARD SIGN OFF / SIGNATURE CONSEIL D'ÉTABLISSEMENT

Jean-Rene St-Cyr

Principal – Jean-Rene St-Cyr

Elizabeth Ford

Vice-Principal – Elizabeth Ford

Kevin Megin

Chairperson – Kevin Megin

Elisabeth Fink

Secretary – Elisabeth Fink