

<b>Regular Meeting of / Réunion Régulière du :</b>		January 18 <sup>th</sup> 2024 / 18 janvier 2024
<b>Meeting Location &amp; Time / Lieu et heure de la réunion :</b>		7:00 pm MS Teams
<b>Riverside School Board Participants (Administration, Daycare, Support Staff, Teacher representatives)</b>		
<b>Name</b>	<b>Role</b>	<b>In Attendance</b>
Jean-Rene St-Cyr (JRS)	Administration (ex-officio member)	Yes
Liz Ford (LF)	Administration (ex-officio member)	No
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	Yes
Anne-Marie Fortin (AF)	Teacher Representative	Yes
Mark Brosseau (MB)	Teacher Representative	Yes
Chelsea Lafortune (CL)	Teacher Representative	Matt Leave
Benoit Deshaies (BD)	Teacher Representative	Yes
Amélie Provencher (AP)	Teacher Representative	Yes
<b>Parent Representatives</b>		
<b>Name</b>	<b>Role</b>	<b>In Attendance</b>
Ashley Couture (AC)	Parent Representative	Yes
Cassandra Morel (CM)	Parent Representative	Yes
David Mayrand (DM)	Parent Representative – Secretary	Yes
Elizabeth Fink (EF)	Parent Representative	Yes
Kevin Megin (KM)	Parent Representative - Chair	Yes
Louis Gervais (LG)	Parent Representative – Vice-Chair	Yes
Stefanie Ventura (SV)	Parent Representative	No
Stephanie Rountree (SR)	Parent Representative	No
Tanya Guida (TG)	Parent Representative / RSB Parent Rep	Yes
Zeeshan Farooq (ZF)	Parent Representative (Alternative)	Yes
<b>CLC Representative</b>		
Brian Peddar (BP)	CLC Representative	Yes

Agenda Item #	Agenda Item Decision / Information / Action	Moved By	Seconded by
1.	<b>Call to Order and Quorum / Ouverture de l'assemblée et quorum</b>	-	-
	A motion to begin the meeting was presented at 19:09 PM		
2.	<b>Adoption of the Agenda / Adoption de l'ordre du jour</b>	MB	KF
	Kevin presented the agenda that was handed out at the start of the meeting Item number 7 on the agenda has been tabled. 7. <i>Review of Funds received from South Shore Educational Foundation (SSEF)</i>		
3.	<b>Adoption of the Minutes of the Previous Meeting / Adoption du procès-verbal de la rencontre précédente</b>	-	-
	Previous done by e-vote in November		
4.	<b>Public Questions / Questions du publique (10 minutes)</b>	-	-
	<p>1- Why don't our children use school agenda like other RSB school? It helps with planning and organization. <b>answer It is a school team decision not to work with agendas. It was not used properly in the past and school was charging parents for something that was not used. Grade 5-6 students have some material to organize their work load and school life though that replaces the agenda. The use of digital planners, teams technology is used in those grades as well. It is also greener to use paperless options to teach structure and organization to our children. (weekly programs, work plans are in place simply not paper agenda).</b></p> <p>2- Can we consider placing donation boxes for school supplies we can share with other parents? <b>There is a concern the school could become overwhelm with supplies. How does the school manage this? Would the school require additional resources to manage this? It is worth considering but at the current time we need to think about organizing the donations, make sure it would be relevant for kids and in a shape that can be used. JR will consider and explore the idea more and will get back to us.</b></p>		
<b>5. Reports / Rapport</b>			
5.1	<b>Administration / Administration (Jean-René St-Cyr / Elizabeth Ford)</b>	-	-
	Happy new Year and thank you all for your involvement. The community around the school is healthy and very helpful to the school life.		
	JR thanked PPO, they did an amazing job on the pancake day, they made this last week before Holiday break amazing.		
	February 5 <sup>th</sup> will be 1 <sup>st</sup> week for registration. It will be online and sent by the school board shortly.		
	Follow up on Italian courses from previous meetings. They just got back to JR this week and will come up with answers to our questions shortly.		
5.2	<b>Chairperson / Président (Kevin Megin)</b>	-	-
	Thank you to PPO for a wonderful pancake day. Great job and events which was appreciated by all.		

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	CER informed our board that Chris Craig from RSB will be donating some toys to parents and school from RSB commissioner Craig.		
5.3	<b>Parents' Committee / Comité parental (Tanya Guida)</b>	-	-
	<p>There was a meeting on Jan 8<sup>th</sup>. Tanya was removed from the list so she could not attend. There were a few points, Valerie Bergeron did a presentation about structure and function of RSB complimentary services.</p> <p>There was a focus group on different topics (anxiety was one of them). If we have any ideas of what we would like RSB to create a focus group on we can pass it over to the board.</p> <p>Notes from that meeting were made available and will be forwarded to us.</p>		
5.4	<b>Teachers / Enseignant(e)s</b>	-	-
	<p>MB- Getting ready for end of semester,</p> <p>AF- Back to school, getting back into a school routine. Mme Josée is back to replace Mme Chelsea who left on Mat leave. Learning on polar theme and doing experiment to learn more about the animal kingdom.</p> <p>AP- Welcome Mme Josée, Thank you PPO for pancake day super efficient organization and attention was paid to allergies. Thank you</p>		
5.5	<b>Daycare / Service de garde (Lynn O'Connor)</b>	-	-
	LO – Had pizza day on first day back, was a great success. Made cookies and pizza on the first day back.		
5.6	<b>P.P.O. / O.P.P. (Cassandra Morel)</b>	-	-
	Was unable to make it to last meeting. Planning valentine day dance, bookfair.		
5.7	<b>CLC (Brian Peddar)</b>	-	-
	5 decembre virtual workshop parents from John Adams and St-Lawrence participated.		
	<p>Grade 6<sup>th</sup> students with Mme Lysanne organized donations of knitted items from seniors and students wrapped them to offer them as a gift. Students made gifst for seniors with health issues as well and it had an impact on the elder community.</p> <p>Atelier bilingue avec les bibliothécaire de Riverside sur la lecture, utilisation des systèmes électroniques, 10 personnes ont participés hier.</p> <p>Shoebox program was also a great involvement and showed St-Lawrence contributed to helping women in need with useful items in the shoeboxes.</p>		

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	Trying to book artist inspired grant for the school. Looking at working with Emily Reid like last year which contributed to the lovely mural added to Champlain Pavilion last year. This year it would be about nature, plants, birds, the peace garden. If you want an update on the community the facebook page should always have relevant information about what is happening in our community.		
<b>6. Business Arising from the Minutes / Suivi du procès verbal</b>			
6.1	<b>N/A</b>	-	-
<b>7. New Business / Affaires Nouvelles</b>			
	<b>GB Request – Use of St. Lawrence Gym for Basketball Lessons / Demande GB – Utilisation du gymnase St. Lawrence pour les cours de basketball</b>		
7.1	Request from Kelly O'neil, she would like to have former students who are going to Centennial and other RSB school to open the gym for Basketball Tuesdays and Fridays evenings April to June for kids to play the game. They made a request. Both Basketball nets are not functional currently. We made a request to have it fixed.  Tuesday is being used by scouts so this would be an issue. We'll need to confirm if they are flexibles on the day to avoid any conflicts.  Voted unanimously	LO	AF
	<b>Bee Hive Honey Sale initiative / Initiative de vente de miel de la ruche</b>		
7.2	JRS got a request from a teacher to establish Honey sale of the honey jar during the bookfair. They would make posters, send emails, 5\$ each. The 295\$ would be re invested in the earth saviors program. Materials for the peace garden, pins, t-shirts.  Miss Lisa Turcotte.  We think price should be moved up but we will confirm as to if those jars were already committed to grade 6 Students for their graduation budget.	-	-
	<b>School Waste Project / Projet de déchets scolaires</b>		
7.3	Sustainability committee connected with a group called ENUF. They got to school and explore what is being thrown away, recycled and then guide us to mange our wastes in a better way. They met with staff on Jan 8 <sup>th</sup> Ped day and made recommendations as to how to be more efficient. They will be coming back toward en of January to go through compost, recycling, garbage bins to assess the progress and try to improve our waste management efficiency.	-	-
	<b>End of year concert dates / Dates du concert fin d'année</b>		

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7.4	<p>We would like to book June 17<sup>th</sup> PM and 18<sup>th</sup> AM and PM for the end of year concert. All is free and set online for ticketing and make sure we have the right amount of people per representation.</p> <p>We can get in 250 people per concert which should be sufficient to ensure all parents/relatives can attend one representation of their kids concert.</p> <p>Voted unanimously</p>	LO	CM
7.5	<p><b>2023-2024 Graduation</b></p> <p>Book June 19<sup>th</sup> for Graduation so we can get started with the committee to get the event in motions.</p> <p>Voted unanimously</p>	AP	TG
7.6	<p><b>Minister of Education Catch-up Plan details / Détails du plan de rattrapage du ministre de l'éducation</b></p> <p>Riverside will receive money for extra tutoring, support to help out children and support their success in catching up. This is mostly to target the students that are more struggling.</p> <p>We missed 7-8 days we have to make sure that what we are presenting will support students' success with teachers, Ortho pedagogist and all support team.</p> <p>Our school resources will be used to target students who need the help and confirm they will be using it and then we will ask for the grant to support those students.</p> <p>Reporting was extended to March 1<sup>st</sup> so report cards have to be handled by March 30<sup>th</sup> to set up interviews for term2. Dates should be set by direction within 10 days and communicated to parents.</p>	-	-
7.8	<p><b>2024-2025 RSB School Calendar Consultation / Consultation sur le calendrier scolaire 2024-2025 du CS Riverside</b></p> <p>As parent's don't appreciate mid-week ped days why is there one on Nov 6<sup>th</sup>. Jan 6<sup>th</sup> and March 10<sup>th</sup> ped days no assignments, no grading, no prepping...daycare is prepping and daycare educators need some time to prepare as well.</p> <p>It would be better to spread ped days instead of gluing them to holidays to make it 5 days off which is way harder to manage as a working parent vs having more long weekends.</p> <p>Can you confirm there was a coordination with other school boards as for spring break timing and that it is going to work for parents who have kids in different schools?</p>	AP	MB

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7.9	<p><b>2025-2026 RSB Skeleton Calendar Consultation/Consultation sur le calendrier squelette 2025-2026 du CS Riverside</b></p> <p>We will come with a harder routine for children with the 5 days ped day to start. Also it eases in the routine for students to start with a smaller week.</p> <p>We see no impact for Daycare.</p> <p>We think having more days before school starts will allow teachers for better preparation.</p> <p>Voted all in favor except for LG (not unanimous)</p>	IK	TG
	<p><b>2024-2025 St. Lawrence School Based Ped Day / Journée pédagogique à l'école pour 2024-2025</b></p> <p>As per staff discussion it is suggested November 1st 2024 will be used as the school based ped day.</p> <p>Voted all in favor except one against LO</p>		
7.11	<p><b>P.P.O. Recommendations / Recommandations de l'O.P.P.</b></p> <p><b>A) Budget Request : Valentine's Day dance (Gr 5/6)</b></p> <p>Held for grade 5-6<sup>th</sup> kids. Feb 15<sup>th</sup>. Between 18h45-21h00. Music will be played by Anthi. 500\$ budget 150\$ decors, 300 drinks chips, popcorn, 50 misc.</p> <p>Plan on a 5\$ entrance fee, 1\$ price for snacks, drinks. Extra funds will be given to grade 6<sup>th</sup> Graduation.</p> <p>GB is asking to get rid of the entrance fee to allow all kids in and if PPO wants to increase snack costs they are free to increase this as they see fit.</p> <p>Moved by AP and Seconded by KF</p> <p>Voted unanimously</p>		
	<p><b>B) Budget Request : Bookfair (w/Raffle)</b></p> <p>April 23<sup>rd</sup>, 24<sup>th</sup>. 2 days with a bake sale and proceeds will be for teacher to spend on classroom supplies. 200\$ towards raffle and 200\$ décor.</p> <p>Pricing would be 3\$ a ticket and 5\$ for 2 tickets.</p> <p>School will have to get the gaming licence, profits from the raffle 0.9% will go back to loto Quebec (pre paid based on estimates).</p> <p>PPO wants to go through the process of obtaining the licence.</p> <p><b>Resolution:</b> Governing board has approved the book fair to occur on the dates mentioned, along with the budget (\$400 +/- 10%). The GB committee has rejected for the time being the raffle, and is requesting for the PPO to</p>		

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	<p>table the raffle once they have completed all the steps required by Riverside School board and Loto-Quebec in obtaining a gaming license, and the details specific to their event. Any incurred fees are to be included in this budget.</p> <p>Motioned by MB seconded by LG</p> <p>Voted unanimously</p>		
	<b>C) Budget Request: Staff appreciation</b>		
	<p>1000\$ for staff appreciation</p> <p>Motioned by AP Seconded by MB</p> <p>Voted unanimously</p> <p><b>Resolution</b> The budget request was approved as presented. 1000\$ (+/- 10%) from the SDF towards Staff Appreciation Week</p>		
	<b>D) Fundraising : Lions Clothing</b>		
	<p>PPO wants to organize the hoodies / shirts campaign before March Break. New option fro this year a Zip Hoodie. (adults and kids)</p> <p>Navy Blue on white and grey with navy blue.</p> <p>Tabled for next meeting</p> <p>Item was tabled for next meeting as we ran out of time. Governing Board wishes for the PPO to have a committee in place all the details of the hoodie fundraiser at the next meeting as it is our 2<sup>nd</sup> largest fundraising event at the school.</p>		
	<b>Motion to extend the meeting 10 minutes</b>	LO	AF
7.12	<p><b>Trips and Activities, including CLC/ Activités et sorties, incluant le CSC</b></p> <p>N/A</p>	-	-
7.13	<p><b>Daycare</b></p> <p><b>A) Feedback of January activity / Retour sur l'activité de janvier</b></p>	-	-

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	<b>Next ped day Feb 16<sup>th</sup>. It will be use Nov 23<sup>rd</sup> ped day Around the world theme. No cost to the parents.</b>		
	<b>B) Details of February activity / Détails de l'activité de février</b>		
	<b>C) Conditional Ped Day : February 26th / Journée pédagogique conditionnelle : 26 février</b>		
	<b>For conditional it will be a board game ped day. Nothing is booked yet as this is usually cancelled.</b>		
8.	<b>Correspondance / Correspondances</b> NA	-	-
9.	<b>Varia / Divers</b> NA	-	-
10.	<b>Public Questions / Questions du publique (10 minutes)</b> 1. None	-	-
11.	<b>Important Dates / Dates importantes</b>	-	-
12.	<b>Next meeting</b> February 22 <sup>nd</sup> 2024 / 22 février 2024	-	-
13.	<b>Ajournement / Clôture de la réunion</b> Meeting adjourned at: <b>X PM</b>	EF	AR-

*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

*David Mayrand*

Secretary – David Mayrand