



JAMES LYNG

HIGH SCHOOL

Governing Board Meeting Minutes
Wednesday June 12, 2024 -4:45 P.M.
Location: Virtual-Microsoft Teams

1. Welcome

Meeting called to order at 4:45pm.

1.1 Attendance

- Giovanni Iammarrone (Principal)
- Lise Kuhn (Vice Principal)
- Mulki Farah
- Andrea Parks
- Jennifer Rutt
- Jonathan Sbroolini (Camp LIFT)
- Matthew Maxham (teacher)

Regrets

- Corey Oliver
- Chelsea Matheson
- Mubeenah Mughal

1.2 Public Questions Period

- No questions

1.3 Additions to the Agenda

- No additions



1.4 Approval of the Agenda

Motion to approve the agenda was made and seconded. All members were in favor, and the agenda was approved.

- Motioned by A.Parks; Seconded by M. Farah, ALL IN FAVOR

2. New Business

2.1 2024-2025 Uniform Tender Process: Winning Bid and New Prices

- Three companies were invited for bids; a new supplier (Syned Design) was awarded contract.
- Uniform prices will change: T-shirts from \$8 to \$7, sweatshirts from \$13 to \$16.
- Exclusive one-year contract with the new supplier.
- No changes to the uniform design or material specifications.
- Parents will still purchase uniforms through the school office; orders will be made based on previous years' data.

Action Item

Confirm contract details with the new uniform supplier and finalize the first shipment.

3. Items Requiring Discussion & Approval

3.1 Approval of May 2024 Meeting Minutes

Mr. Iammarrone presented the minutes for May 29th online and all members confirmed.

- Motioned by J. Rutt; Seconded by M. Farah, ALL IN FAVOR

3.2 Approval of School Fees 2024-205

- Fee structure discussed for "Aim High" program (Years 1-3) and secondary levels.
- Increase in fees due to inflation: additional \$5 across the board.
- Total fees adjusted accordingly for all grades, with detailed breakdowns for workbooks, agendas, and other expenses.
- Consensus reached on fee increases after a brief technical difficulty displaying the comparison document.

Action Item

Communicate fee changes to parents and ensure smooth collection and management.

- Motioned by M. Maxham; Seconded by A.Parks, ALL IN FAVOR

3.3 Approval of GB Financial Statement

- Error in the agenda noted; school budget approval added.
- \$250 allocated for the governing board, with \$125 scholarships for two secondary five students.
- \$93 overspend from last year acknowledged; accounts adjusted to correct the error.
- Motion to approve financial statement and budget adjustments passed unanimously.

Action Item

Finalize and distribute the governing board's financial statement and scholarship awards.

- Motioned by A. Parks; Seconded by J. Rutt, ALL IN FAVOR

3.4 Approval of GB Annual Report

- Mr. Iammarrone expresses gratitude to Jennifer for compiling the annual report.
- Mentions adding the minutes and today's attendance to the report.
- Plans to incorporate June agenda topics into the report.
- Requests a vote on the agenda and informs about the need for signatures to close the year on paper.
- Notes that approval of the June 2024 minutes will follow via email within the next week.
- Outlines sections of the annual report, including attendance, meeting activities, and subcommittees.
- Summarizes key actions and decisions made throughout the year.

- Confirmed agreement with the proposed highlights of the year.
- Highlights the approval of plans, budgets, and projects such as the anti-bullying plan, school budget, and educational project goals.
- Suggests that next year's governing board should include more student voices.
- Mr. Iammarrone thanks everyone for their collaboration and hard work over the year.
- Annual Report approved by all members present.

- Motioned by J. Rutt; Seconded by M. Maxham, ALL IN FAVOR

3.5 Approval of School Budget

- Explains the three main parts of the budget: operating budget (Fund 5), caretaking budget, and furniture-related expenses (Fund 7).
- Shares details about school fees and expected collections from students across different grades.
- Outlines the spending plans for various budget categories, ensuring a balance of zero.
- Asks for approval of the school budget via a resolution.

	BASIC FEES	TOTAL	Aim High 1-3	SEC. 1	2	3	4	5
WORKBOOKS / EXERCISE BOOKS	983	N/A		\$55.00	\$55.00	\$15.00	\$15.00	\$10.00
PHOTOCOPIES	983	N/A	\$65.00	\$40.00	\$40.00	\$65.00	\$65.00	\$65.00
AGENDA	984	N/A	\$10.00	\$10.00	\$10.00	\$10.00	\$10.00	\$10.00
	984	N/A						
	984	N/A						
	984	N/A						
	984	N/A						
TOTAL \$ PER STUDENT		N/A	\$ 75.00	\$ 105.00	\$ 105.00	\$ 90.00	\$ 90.00	\$ 85.00
NUMBER OF STUDENTS		148	26	13	34	30	22	23
TOTAL BASIC FEES		\$ 13,520.00	\$ 1,950.00	\$ 1,365.00	\$ 3,570.00	\$ 2,700.00	\$ 1,980.00	\$ 1,955.00

		D	E	F	G	H	I	J
		FEES/ACTIVITY	FIELD TRIPS	BOARD	COMMITTEES	SUPERVISION	SPECIFY	FUND 8
		-3-1X000-	-3-1X000-	-3-51300-	-3-270X0-	-3-23230-		· 8 · TOTAL ·
2024-25 REVENUES		\$13,520						
2023-24 EST. BALANCE								
(A) TOTAL FOR 2024-25	9XX	\$13,520	\$0	\$0	\$0	\$0	\$0	\$0
SALARIES & BENEFITS	895-6							
TRAVEL/REPRESENTATIO	3XX							
SPECIAL INTERNAL EVENT	805							
MATERIALS/SUPPLIES	4XX	\$13,520						
SERVICES/CONTRACTS	5XX							
EQUIPMENT/FURNITURE	7XX							

- Motioned by J. Rutt; Seconded by M. Farah, ALL IN FAVOR

4. Reports

4.1 Principal's Report

- Mr. Iammarrone thanks the board members and staff for their dedication.
- Highlights various successful events and activities held throughout the year, such as Google office visits by the Aim High classes and Sec.5 class, ceramic café workshop for Sec.1 class, Comedy Workshops for the Sec.2 students and career exploration activities for our Sec.4/5 student.
- Expresses gratitude towards staff for their efforts in supporting students academically, socially, and emotionally.
- Shared statistical impact of CAMP Lift's interventions and workshops with students.
- Commends the smooth collaboration with JLHS and its administration.

4.2 Teacher's Report (Outlines Teacher's current reality)

- Mr. Maxham thanks the administration for their hard work. Confirms no pressing business to discuss at the moment.

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5. Varia:

5.1: June Minutes are to be approved by email E-VOTE by June 18

Discussed the process of approving the June 2024 minutes by email by June 18.

6. Date of Next Meeting

6.1 AGM is on September 18th, 2024 (information to be sent out in late August/early December)

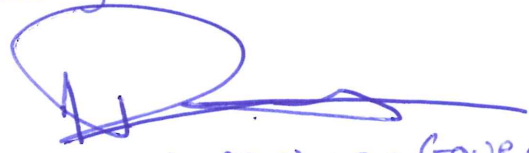
- Jennifer announces the next Annual General Meeting (AGM) on September 18.
- Encourages attendance for effective voting.
- Mr. Iammarrone discussed the process for board members nearing the end of their term who desire to remain a member of the GB.
- Mrs. Parks (parent member) confirms willingness to continue serving if needed.
- Mr. Iammarrone explains the proxy form option for members unable to attend the AGM.

Adjournment

Adjournment at 5:34pm - Motioned by M. Maxham; Seconded by M. Farah, ALL IN FAVOR

✓ Minutes Approved by E-Vote between June 18th and June 20th, 2024. Approved by 3 members, 1 Abstention (only 4 members present at meeting).

Leann Iammarrone
Principal
June 20th, 2024


Chairperson - Governing Board
June 20th, 2024