



# JAMES LYNG

## HIGH SCHOOL

### Governing Board Meeting Minutes

Wednesday May 29, 2024 -4:45 P.M.

Location: Virtual-Microsoft Teams

## 1. Welcome

Meeting called to order at 4:45pm.

### **1.1 Attendance**

- Giovanni Iammarrone (Principal)
- Mulki Farah
- Chelsea Matheson
- Andrea Parks
- Jennifer Rutt
- Matthew Maxham (teacher)

### Regrets

- Lise Kuhn (Vice Principal)
- Corey Oliver
- Jonathan Sbrillini (Camp LIFT)
- 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 M. Maxham; Seconded by C. Matheson, ALL IN FAVOR

## **2. New Business**

-No additions

## **3. Items Requiring Discussions and Approval**

### **3.1 Approval of April 2024 Meeting Minutes**

Members confirmed they had read the meeting minutes from April 24, 2024.

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

### **3.2 Approval of Anti-Bullying/Anti-Violence Plan END OF YEAR REPORT**

Review of the anti-bullying/anti-violence plan required by the government.  
Comments on various elements:

- Difficulty in managing incidents outside school premises.
- Digital citizenship improvements with planned workshops for parents and students in Fall/Winter 2024.

- Enhanced collaboration with families and addressing social media issues.
- Continued efforts to respect confidentiality while addressing bullying.

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

### 3.3 Approval of 2024-2025 Code of Conduct

-Below are the changes made to the Code of Conduct for 2024-2025. The majority of the Code of Conduct remains unchanged from the previous year, with highlighted updates.

#### PRINCIPAL'S HONOUR ROLL

Each term, the names of those students who have obtained an average of 80 – 84%, and who have not failed a subject, will be placed on the Honour Roll. Students who have obtained an average of 85% or more will be awarded Distinction. Students receiving a grade of 70% - 79% will be awarded Honorable Mention.

#### STUDENT MOVEMENT

1. Students may **enter the school building as of 8:00 am** and must proceed directly to the cafeteria only for the breakfast program.
2. During the lunch period, students are permitted only in designated areas. Students must have permission in order to be in other areas of the building. **No food** is allowed anywhere in the building, except in the cafeteria and atrium (not including the locker areas).
3. Students must have a hall pass when not in class. Students who do not have a hall pass with them when outside of class may be subject to disciplinary action which could include the following: detention, suspension, meeting with administration and parent/guardian.
4. At the request of the teacher, a student may be asked to leave their electronic device in the classroom before leaving the classroom during class time (Ex: going to the washroom/water fountain).

#### STUDENT MOVEMENT

1. Students may **enter the school building as of 8:00 am** and must proceed directly to the

- cafeteria only for the breakfast program.
2. During the lunch period, students are permitted only in designated areas. Students must have permission in order to be in other areas of the building. **No food** is allowed anywhere in the building, except in the cafeteria and atrium (not including the locker areas).
  3. Students must have a hall pass when not in class. Students who do not have a hall pass with them when outside of class may be subject to disciplinary action which could include the following: detention, suspension, meeting with administration and parent/guardian.
  4. At the request of the teacher, a student may be asked to leave their electronic device in the classroom before leaving the classroom during class time (Ex: going to the washroom/water fountain).

### **STM OPUS CARD & ID PHOTOS**

All full-time eligible students using the city bus must have a valid STM OPUS card.

**The OPUS Card renewal photos will be done on September 10<sup>th</sup>, 2024 at school.**

The cost of an OPUS card will be communicated to students and parents/guardians in September 2023.

**Student ID pictures will be taken at school on October 15<sup>th</sup>, 2024, and graduation photos will be taken the same day, as well.**

### **LATES**

Students are expected to be on time for school, which begins with the first period at **8:40AM**. Those arriving after 8:40am are considered late and must IMMEDIATELY report to the office in order to obtain a late slip.

**Students who are late without a valid reason will be required to serve a detention every 2<sup>nd</sup> late when less than 30 days have elapsed between the late arrivals, and the late arrivals are 8:40am or later.**

**A student who accumulates 6 lates within a 30 day period, will receive a suspension.**

**Additional action, which can include a suspension, will be taken toward any student who is chronically late (whether absences are justified by parent/guardian or not) or does not report to the office upon arrival.**

### **DRESS CODE**

Non-JLHS sweaters are permitted as layers under the uniform shirt only when inside the school building. However, shirts with a hood are not permitted as layers under the uniform shirt.

## **INFORMATION TECHNOLOGY ACCESS AND APPROPRIATE USE**

**It is the responsibility of parents/guardians to ensure that their children are acting in an appropriate manner on social media platforms and using their cell phones appropriately, especially outside of school hours.**

Reports of negative online behaviours (ex: threats, hate comments, sharing videos of illegal activities) which are brought to the school's attention, could lead to disciplinary actions as indicated in this Code of Conduct. **The school reserves its right to consult with their socio-community police officer from the SPVM on a case by case basis.**

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

### **3.4 Allocation of GB Grad Awards**

- \$250 from the Governing Board to be split into two awards of \$125 each.  
- Criteria for awards to be determined by school staff based on student performance and resilience.  
- Graduation ceremony scheduled for June 21 at 6 PM. Governing Board members were invited to attend and present awards.

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

## **4. Reports**

### **4.1 Principal's Report**

- Major construction projects planned from the end of June through August next year.

- Focus school renovations, including a new classroom/kitchen.
- Boys' washroom renovation, including a new single-use universal washroom (Sep-Dec.2024)
- Girls' washroom renovation and gym changing room upgrades. (Jan-Aug.2025)

Construction is expected to have minimal impact on school operations.  
Planning to ensure continued access to necessary facilities during renovations.

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

-Teachers are preparing for exams and looking forward to the end of the school year.  
Discussion on various school activities and teacher contributions will be presented at the next meeting.

#### **5. Varia:**

-No additions


#### **6. Date of Next Meeting**

June 12, 2024 at 4:45pm via MS Teams

#### **Adjournment**

Adjournment at 5:19pm - Motioned by M. Maxham; Seconded by A. Parks, ALL IN FAVOR

  
Tracy Lawrence  
Principal

  
Chairperson - Governing Board  
June 12, 2024