

## **St. Monica Elementary School**

# **Governing Board – Regular Meeting**

**Tuesday, October 6, 2020 - 7:00 PM – virtual meeting**

1. Opening Remarks

Silvana Crigna called the meeting to order at 7:04 pm.

2. Adoption of Agenda

approval was moved by Jesse Corbeil  
seconded by Giselle Alleyne

3. Composition of Governing Board

3.1 Governing Board Chairperson Selection

Tanya MacDonald put forth her name to be chair person for the year 2020-2021  
Unanimously approved.

3.2 Governing Board Secretary Selection

Jasmine Guillaume put forth her name to be secretary for the year 2020-2021  
Unanimously approved.

3.3 Governing Board Community Representation Approval

Silvana Crigna will reach out to Nadine, coordinator at comité jeunesse NDG for a community representative.

Moved by Jesse Corbeil.

Seconded by Jennifer Young.

Unanimously approved.

Governing Board will have to reach out for a second community representative.

3.3.3 Added subject: Governing Board Treasurer Selection

Jesse Corbeil put forth his name to be treasurer for the year 2020-2021

Moved by Cynthia Di Rienzo

Seconded by Giselle Alleyne  
Unanimously approved.

### 3.4 Governing Board Annual Report 2019-2020

#### 3.4.1 confirmation of Annual Report

Tanya MacDonald notified the members that the annual report was given at the September 16th, 2020 meeting

### 3.5 Governing Board Member Contact Information

Silvana Crigna asked for approval to share the emails and telephone numbers of and with all Governing Board members. Staff members' phone numbers will be the school phone number.

Unanimously approved.

### 3.6 Governing Board Meeting Dates

Proposed dates by Silvana Crigna: Governing Board meeting will be held on Tuesdays of every month, except for November because Principal Crigna is not available on November 10th. Dates proposed:

- Wednesday November 11th 2020
- Tuesday December 8th 2020
- Tuesday January 12th 2021
- Tuesday February 9th 2021
- Tuesday March 16th 2021
- Tuesdays April 6th 2021
- Tuesday May 11 2021
- Tuesday June 8th 2021

Moved by Shanna Kousaie

Seconded by Cynthia Di Rienzo

Unanimously approved.

*After this point, the Governing Board chairperson chaired the meeting.*

## 4. Approval of Minutes of Last Meeting

### 4.1 Special Meeting – September 16, 2020

No changes suggested to the minutes

Moved by Robin Schulz-Peissel

Seconded by Gisele Alleyne

Unanimously approved.

## 5. Public question period

No public present in the virtual session

## 6. Business Arising from the Minutes

Sole purpose of September 16th meeting was to approve the annual report from last year. No business arising.

## 7. Reports

### 7.1 Principal's Report

#### 7.1.1 School Start-Up Update

School start up with sanitary guidelines: measures and directives and directives have been in place followed by staff and students. Grade 5-6 are routinely reminded to wear masks when needed, and comply without problems.

New directives from the minister (received October 5, 2020):

- Each class remains as a bubble: children do not move from classroom to classroom.
- Daycare has stable class groups with sub group, 2 metres applied when necessary
- All field trips and extracurricular activities are suspended.
- Physical education will have a single bubble per session. Where two groups have physical education together, 2 metres distance will be kept between the groups. Outdoor practice will be encouraged. Leighton Jacobs is working on a plan for students who need to change into their gym uniform now that the weather is getting cooler.
- Silvana will communicate the plan through school communications.
- Seating on school buses is assigned, help is requested from the parents to remind children to respect seats and not move around.
- Grade 5-6 face covering requirements remains the same.
- Student symptom verification is done daily by the teachers.
- Monitoring of symptoms: A reminder sent from the school on a weekly basis; the EMSB sends reminder every 10 days to two weeks to parents.
- If a symptom is noted, parents need to report it to the school. If there are at least two symptoms the child must remain at home as per the directives received.

- “Parent Commitment Form” to be filled out and sent to school at least 24 hours before the student can return (must be symptom free). If in the case when a child is sent for a test that comes back negative, there must be no fever for 24 hours and no symptoms for 48 hours.

Normal life is priority, while ensuring sanitary measures and protocols are followed.

### 7.1.2 Graduation Committee Planning

A parents’ committee needs to be put together for the graduation.

Silvana will participate in the first meeting to outline the specifics in order to be able to plan ceremony along with theme and planning from the parents committee.

This year, a plan B will be needed if the event needs to be virtual.

### 7.2 Commissioner’s Report

The EMSB was placed in trusteeship last November, which was renewed until November 7th 2020. No report available.

### 7.3 Regional Delegate’s Report

The delegate from last year was unable to attend the meeting. This Thursday meeting, Tanya MacDonald will try to attend.

No report available.

### 7.4 Teacher’s Report

Leighton Jacobs: all going well in physical education, but no team sports now as per the new directives from the ministry.

Cynthia Di Rienzo: Pre-K going well, great start, kids are good about understanding the personal bubbles, physical education outside works well.

### 7.5 Daycare Report

Gisele Alleyne: First pedagogical day last week went well, coming pedagogical days: arts and crafts, and sports. Kids are receptive and respecting the sanitary measures.

### 7.6 PPO Report

PPO has not yet met.

In the past, the PPO has done the fundraising and come to Governing Board for approval.

It is up to Governing Board to decide on fundraising, if they give the mandate for fundraising, and how mandate will be applied.

Unless Governing Board wants to take over fundraising, mandate needs to be given to PPO

Tanya MacDonald asked for a motion to give a fundraising mandate to the PPO.

Moved by Shanna Kousaie

Seconded by Jesse Corbeil

Mandate for fundraising given to PPO 2020-2021 by unanimous approval.

Open discussion:

1. PPO Mandate for fundraising

Tanya MacDonald: Any time parents are asked for money, the Governing Board needs to approve. How far should we go with that? Should all fundraising activity be approved by the Governing Board or just parents contribution fundraising ex pizza lunch.

Jesse Corbeil: would like for PPO to get more freedom as for problems arising in the past for activities detailed approval.

Tanya MacDonald: Governing Board can apply conditions for the operation of the fundraising but can't change the whole concept. Governing Board should approve as presented or not approve the event as presented. If PPO is doing the fundraising PPO should decide what the fundraising is, suggestions can be made but cannot require to change everything with the idea presented.

No objection.

2. This year grad committee separate from PPO

Jesse Corbeil: Grad committee and PPO should not fight over the same resources. There have been communication issues between Graduation committee and the Governing Board in the past. Need a format for the future to assure communication

Tanya MacDonald: PPO has mandate for fundraising if any other parent group can fundraise should they need to report to PPO? Grad committee report to PPO and PPO report and gets approval from Governing Board.

Jesse Corbeil: What size the committee should be

Silvana Crigna: 4-6 people

Jesse Corbeil: if committee is kept small enough and task and responsibilities are assigned, committee members should find more ownership

Tanya MacDonald: Ownership and results will depend on work that parents of 6 grader are willing to do

Silvana Crigna: suggest to invite all grade 6 parents and have a discussion and form the graduation parents committee according to consensus on the number of members

Engaged members, take on tasks, meet deadlines, and communication.

Shanna Koussaie: documenting what needs to be done, or what succeeded or not in the past might help the future graduation committee.

Mandate officially given to PPO to fundraise

Graduation committee will have to report to PPO

PPO will have to get approval from Governing Board for fundraise activities.

## 8. New Business

Gisele Alleyne: suggested that since the graduates from last year did not have opportunity to sign the year book, they can scan their signatures or messages and we can put them in the yearbook in the event they could not get together this school year.

Silvana: will still try to get last year's graduates together because they were disappointed not to get together – will try once the Covid-19 measures allow it.

Deema Qasrawi: short individual movies combined if not able to do in person ceremony for the graduates.

## 9. Date of next meeting

Wednesday November 11th 19h00

## 10. Adjournment


motion to adjourn Jesse Corbeil

seconded by Cynthia Di Renzo



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Silvana Crigna  
Principal



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Tanya MacDonald  
Chairperson