

## Westmount Park Elementary School | Governing Board Agenda

Date: January 30, 2025

Start time: 4:07pm

Present:

In person: Chrissy, Marco, Mujdat, Rony, Caitlin (late arrival: 4:15)

Online: Cristina (late arrival: 4:35), Tina, Christine, Crystal

Missing: Deborah, Joanne

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### 1. Welcome:

1.1 Additions to the agenda: none

1.2 Approval of the agenda: 1. Tina, 2. Cristina, approved.

1.3 Approval of the Nov minutes: 1. Tina , 2. Mujdat, approved.

1.4 Public Question Period: None

### 2. Business Arising From The Minutes:

2.1 School fence project update: school fence project is governing the installation of the fence on school property along Melville St. It is going to tender, contact information of the contractor who installed the city fence has been provided to EMSB project manager. Attempt was made to grandfather in the former chain link fence which was removed during the renovation, but request was denied. The fence follow up will be added to next month's agenda. *(NOTE: this is DIFFERENT from the city fence request that has been made by Admin to fence the school field along Melville. Documents and plans have been provided to Westmount; awaiting response).*

2.2 Permanent AC for Auditorium and Library:

2.2.1 Staff Room: quote for staff room (including appliance and installation)  
\$6000 - staff room is the first priority

2.2.2 Library: quote approximately the same \$6000 as the staffroom. Funds for AC installation to come from Building and Grounds Budget. This year 4x carpets needed to be purchased for student entrances, so we will need to see at the end of the year if funds remain in the budget for library AC installation this school year. Possibility to investigate commercial clean air grants or PPO funding.

### 3. Business requiring approval:

3.1 Anti-Bullying and Anti-Violence Plan (ABAV):

3.1.1 This is a living document with yearly updates. This year a larger number of students were surveyed and there was an increase in feeling of safety at the school. Consistent with past years, the majority of issues arise during busing and transition times.

3.1.2 Increased staffing has allowed for increased outdoor supervision (1:20 ratio) and hallway supervision this year. More floating Behavior Technicians have also allowed for more and more frequent preventative programs to run including: social skills club, outdoor leadership, teacher mentoring, and Big Brothers and Big Sisters.

3.1.3 Government has asked for increased reporting on issues. Our school finds incidents are often one off events that are dealt with appropriately.

3.1.4 Cristina asks about anonymous reporting; response: generally students feel comfortable speaking freely with Admin and staff and parents are able to come to the school to discuss concerns. There has not been a need to have an officially recognized anonymous reporting system, however Admin would accept anonymous notes should students feel the need to do so.

3.1.5 Rony requests to shore important issues.

Motion: 1. Tina, 2. Caitlin, unanimously approved.

### 3.2 Academic and Career Guidance Content (ACGC):

3.2.1 This is a living document updated year to year and new items will change and be added

3.2.2 Provided to Grade 5 and 6 students during CCQ and English Classes. Includes programs like Transition to High School with Sharon Carr, and social skill programs like Chill Zone, Bell Let's Talk Day discussions and Self Advocacy.

3.2.3 School visits have taken place from Westmount High and Marymount with the intent of fostering relationships Motion: 1. Tina, 2. Caitlin, unanimously approved.

3.3 Selection Criteria for Principal: tabled, will hold an e-vote.

## 4. **Items requiring discussion:**

### 4.1 Status of school resources:

4.1.1 Librarian: Marco has made a resource request to Educational Services for more librarian time, no response yet. We currently have a 50% librarian (alternating 2 and 3 days/week). This gives our students 30 minutes of library time every 2 weeks. Our current allocation does not match our increased school population. The GB will write a letter of support for this request and send to EMSB alongside data from staff and admin. We cannot use PPO volunteers as it is a union position.

4.1.2 VP: We have requested and been denied an additional VP the past two years. Need to stay vigilant with our enrollment numbers. Our current number is 630-650 students, and as common in past years, have approximately 125 students leave and enrol during the school year. This is a unique challenge for administration. This year we were allocated an additional secretary and 50% staff assistant, however it is not enough to meet our current needs. Our current new enrolment numbers suggest an increasing school population, and we will keep vigilant to apply for appropriate administrative support if the numbers continue to warrant it. If the request is to be made for a second VP, GB and possibly other school bodies will send letters of support.

## 5. Reports

### 5.1 Teacher's Report:

#### Whole School:

- Holiday sing-along, sweater day etc. were organized in December.
- Grade 4-6 students attended a holiday concert at Westmount High in December
- PJ Day
- In January the majority of students visited or will be visiting Viva la Vida Art Gallery and will make a piece of art

#### K4:

- K4 will attend the preschool Biodome field trip on January 30
- K4 is participating in a series of French workshops with Langmobile
- K4 is participating in a series of SEL workshops with Amen Iseghohi
- K4 will welcome Jesse Stong for a Social Skills Through Puppetry workshop on February 6
- K4 will celebrate the Lunar New Year with presentations and activities

#### K5:

- December: Breakfast with Sants, gingerbread house decorating.
- January: Martin Luther King Jr day, Langmobile French animation workshops, BLG readers, Lunar New Year, Field trip to Biodome.

#### Grade 1:

- Field Trip to Viva Vida (Art Gallery) was enjoyed by all - students took part in painting flowers inspired by the work of Vincent Van Gogh
- Holiday celebrations in December throughout our classrooms allowed students to share their personal experiences with peers as we learned about Christmas, Kwanzaa, Hanukkah, Three Kings Day and the Winter Solstice.
- Classrooms took part in outdoor activities celebrating the winter season (nature walks, sledding, snowman building, etc.)

#### Grade 2:

- Teachers attended an Outdoor Education preparation workshop in Mont St. Hilaire. Students will go on an outing in February.
- Working collaboratively on a math graphing project.
- Viva Vida outing.

#### Grade 3:

- Circus school field trip end of Jan

#### Grade 4:

- Brila Philosophy workshops began in December and will continue in February
- Field trip to the art gallery in Dec

#### Grade 6:

- Grade 6 students have started a 6-week workshop called, All Aboard Games provided through Ecole Montrealaise.

- Students in Leadership organized a schoolwide activity; reading to each class and making coffee filter snowflakes with them.
- Winter Formal was a huge success; students decorated the gym, and parents contributed to the decorations. We also had a photobooth, and donuts.
- TCBY fundraisers have begun. We will try to do one a month to help support our grad trip and graduation

#### 5.2 Daycare Report:

- Daycare Ped Day January 27th students went tobogganing. PreK&K also enjoyed time at Westmount Park Library
- PreK&K students have started a dance program with Funky Feet, every Tuesday from 3:00-4:00
- February 4th, grade 1 students will be starting an Art program for 10 weeks every Tuesday from 2:45-3:45
- February 11th, grades 2-6 will be continuing a soccer program with Cortese Soccer every Tuesday from 3:15-4:15
- all after school activities are free of charge

#### 5.3 Principal's Report:

- We were able to provide 17 snowsuits for students in need within our school and 13 students at Elizabeth Ballantyne School
- We were approved for a \$9,700 grant for our sensory room. PPO supplemented the budget (\$328) to get everything we needed
- We received a donation of \$4,500 to subsidize lunches for students who need
- We raised \$950 for holiday baskets/gift cards for families in need
- Bicycles from big brothers big sisters were distributed to students
- All students received a holiday gift through various organizations and leftover gifts were donated to community organization.
- Our open house happened after school 30 families signed in
- Online re-registration has started
- Sibling registration is underway
- New student registration is also underway and parents can book an appointment through a bookings link
- Grad students received hoodies at no cost
- February 17<sup>th</sup> camera installation will begin on the 1<sup>st</sup> and 2<sup>nd</sup> floor. Basement and 3<sup>rd</sup> floor will be done next year
- New lockers/cubbies were installed for pre-school students
- 24 bulletin boards will be installed throughout the school

#### 5.4 PPO Report

- we have sold T-shirts for the month of January, however we don't know the amount of money we have raised yet

-for Teachers Appreciation Week we will be treating the teachers and staff to snacks and drinks with the specific dates being Monday, February 10th and Wednesday February 12th

-we are also planning to host a Movie Night on Friday, February 21st, and The Wild Robot is the movie we would like to screen, more details will be coming soon

-in addition, Pizza Days for January and February will not be taking place, but our Fundraising Coordinator is arranging to have Pizza Nights at home through a local pizza company

#### 5.5 Regional Parent Committee Report:

- Letter sent to administration re: governing board emails
- PC approved the drafting of a letter to administration to request a reconsideration of their position not to allow governing boards to have a separate EMSB email address for parents to use to communicate with their parent representatives on governing board of their schools or, at minimum, a formal written response with rationale for their decision since none was previously given
  
- Budget building process consultation
- Consultation for the EMSB budget will begin in the coming months
- Important consideration every year and even more so this year given the announced major budget cuts
- Opportunity to consult with own governing boards and advocate for areas of funding that are particularly relevant to each school however the process needs to focus on areas that are broad enough and relevant to enough schools as identifying too many priorities reduces the significance of each one and thus the impact of our committee's consultation on this process
  
- Draft calendar for teachers for 2025-2026
- Approved

6. Varia

7. Date of next meeting: 20 Feb 2025

8. Adjournment: 5:18pm, 1. Rony, 2. Caitlin, approved.