



Minutes of the second (2nd) meeting of the 2017-2018 McCaig Elementary School Governing Board held on Wednesday, October 18, 2017 in Room 105 (Science Lab) at 7 p.m.

Members Present: Sara Germanotta, Marie-Soleil Lecompte, Patrick Leprohon, Shelleigh Murray, Jossie Tortorici, Parents; Jennifer Lloyd, Gabriel Lanno, Daniel Strina, Gautama Swaminadhan, Teachers; Pat Gilmour, Daycare; Jennifer Summers, Support Staff; Colin Young, Community Representative.

Alternate Members Present: Lily Raffo

Also present were: Richard Mason, Melissa Rioux; Administrators

Regrets: Lisa Cipriani

The Chairperson called the meeting to order at 7:02 p.m.

1.0 Recognition of visitors

2.0 Approval of the agenda

GB20171018-01 Gautama Swaminadhan MOVED THAT the agenda is accepted with addition. Seconded by Marie-Soleil Lecompte.

Carried UNANIMOUSLY

3.0 Approval of the Minutes of meeting of September 28, 2017

GB20171018-02 Shelleigh Murray MOVED THAT the minutes of September 28, 2017 are approved as presented. Seconded by Jennifer Lloyd.

This motion was CARRIED on the following division:

For: 11

Abstain: 1

4.0 Reports

4.1. Principal

We are presently soliciting quotes for the installation of air conditioning in the school's classrooms (30), the library and the junior computer lab. It has not yet been confirmed if the project's costs will fall within what is feasible financially. This would be this year's major TFOMES project for the school. At the same time I am working on asking the school board to join with us in funding this initiative. The added rental income from the Rosemere Pre K will help. At the present time there is approximately 60 000.00\$ earmarked for the project (combined school and TFOMES).

Progress Reports were sent home electronically during the second week of October. This year's Parent /Teacher night is November 22nd. Report cards will be distributed electronically to parents before the parent teacher meetings. In addition, we are hoping to have all parents with children who have an IEP receive a copy of the IEP prior to Parent/Teacher Night.

A meeting was held October 10th with Rosemere Agent Communautaire, Chantal Lefebvre, to discuss our emergency preparedness and to finalize plans for our lockdown practice. A lockdown practice, with staff only, took place afterwards. Everything went very well.

Grade 4 vaccinations will take place at McCaig November 22, between 9:00 am and 12:25 pm. The vaccinations are for Hepatitis B and HPV.

I am pleased to report that our new tenant, Rosemere Pre-K, has settled in nicely and things are going very well. In fact they are a nice addition to kinder land.

Included in the documents for this meeting is the newest version of the SWLSB Homework Guideline. The aim of the guideline is to provide a suggested general framework for effective homework practices for schools that wish to develop their own homework policy. The document is not a strict policy that must be followed. It is rather a starting point for individual schools which must also consider their school community and its particular circumstances, needs and expectations.

Also included in the documents presented for this meeting is the Extracurricular Activities list for 2017-18. This list has been presented to and approved by the Teacher Council. I would just like to take the opportunity to point out that McCaig is an exceptionally privileged school in that there is such a large number of diverse and varied activities being offered by the teachers, at lunch, after school and even on the weekends. It is a testament to the staff as a whole that so many good things are going on at our school.

MEASURE 15025

As you know there is, new this year, Measure 15025 "STARTING RIGHT". The purpose of this grant, which comes in the form of direct funding to schools, is to provide support to students at the beginning of elementary. The total allocation for McCaig was 44 200.00\$. The funds have now been committed and will be dispersed within the present school year.

Following discussion at Teacher Council, at SLSNPC, during a staff meeting and after requesting and receiving written feedback from teachers via email we have committed to use of the allocation by increasing attendant time (+ 17 hours) AND increasing special education technician time (+17 hours). Governing Board approval was given at the last meeting as is required. Since the attendant hours were assigned they have been used almost exclusively in kindergarten. The Special ed. Technician time has been also been geared towards cycle one (Social Skills, Recess and Lunch time monitoring, conflict resolution etc.). More specifically though, starting tomorrow, Miss Tajsja will be being going into one of the K classes to support a new student we have with high needs.

A practice Fire Drill with the staff and children was held on September 12. It went well for a first attempt but we saw there was room for improvement. Shortly afterwards, the Fire Department paid us a surprise fire drill visit on September 14th. The Service de la Sécurité Incendie de Blainville personnel were, once again, very impressed with how well the drill went. The September 14th Fire Drill saw the building completely emptied in 1 minute and 56 seconds. It took 2 minutes and 18 seconds last year. The practice Fire Drill really helped the children be prepared for the surprise visit. Rosemère Pre-K also participated in the drill.

The Fire Department will be conducting ANOTHER surprise fire drill in the coming days. The drill will occur after 4:15pm and is intended to test the readiness of the Daycare in case of a fire.

McCaig's enrolment as of September 29, 2017 is as follows:

K – 67; 1 – 62; 2 – 64; 3 – 66; 4 – 89; 5 – 101; 6 – 102; Total - 551

Included in the documents for this meeting was the schedule for a digital citizenship workshop that was offered to grade 5 and 6 students to coincide with Media Literacy Week which is October 30 to November 10. These classroom workshops on Digital Citizenship and Cyberbullying were made available at no cost on behalf of the NHL. The workshops were run by a company called EVERFI. EVERFI's free online resources help elementary, middle and high school teachers equip their students with essential life skills. The workshops are targeted for grades 5 and 6 and ran approximately 1 hour per class. They included:

- Discussing the concept of Digital Citizenship and Cyberbullying (Inclusion in a Connected World)
- Assisting with student registration for the free online resource (Ignition - Digital Literacy and Responsibility) where students will hopefully be able to apply and understand the concepts learned during the workshop through real life examples

Mrs. Rioux went on to say that there was not enough time and would see if there is a possibility for a follow-up session.

4.2. Financial Report

Nothing to report this month.

4.3. School Committee (PPO)

Meeting is tomorrow.

4.4. SWLSB Parents Committee

As e-mailed to members

4.5. TFOMES (The Friends of McCaig Elementary School)

As e-mailed to members.

5.0 New Business

5.1 Open House

- Discussion on having an Open House in January on a Saturday. Last year it was successful. A sub-committee will be struck to work on this.
- Gautama suggested that we go to the daycares in the area with pamphlets
- Make the community aware that we are a public school by advertising "Public English" school.
- When parents register their children we will find out where they heard about the school
- Ms. Rioux will send out an e-mail to get volunteers to work on the Open House.

6.0 Field Trips/Activities

6.1 Nous les arts activity | Kindergarten

In school workshop | December 11 (Day 5)
90 minute workshops in each of the four kindergarten classes
\$8.00 per person

GB20171018-03 Shelleigh Murray MOVED THAT the Kindergarten activity is approved as presented. Seconded by Dan Strina.

Carried UNANIMOUSLY

6.2 ACSEL French Courses – Offer of service

ACSEL (Accompagnement scolaire et langues) would like to offer French courses in the school. It would focus on conversation and vocabulary enhancement. This service is offered by a qualified teacher.

Fall session: November 1 to December 23

Schedule: Cycle 2 (grade 3, 4) Wednesday 7:45 - 8:55 pm,

Cycle 3 (grade 5, 6) Friday 7:45– 8:55.

Course fee: 145\$/session.

The school will receive \$20 for every student registered in the class.

A minimum of 8 and maximum of 10 students needed per session

The committee would like her to come and speak to governing board before a decision is made.

7.0 Correspondence

8.0 E-votes

One of our grade 6 students has generously decided to cut his hair and donate it to the Canadian Cancer Society. As well, he is raising funds for the cancer society.

GB20171023 – Jossie Tortorici MOVED THAT the above mentioned activity is approved as presented.

Carried

In school activity

Dynamix – November 30, 2017 | Grade 4 | Team building activity | \$25 per student

GB20171102 – Jossie Tortorici MOVED THAT the above mentioned activity is approved as presented.

Carried

9.0 Adjournment

Next meeting – November 16, 2017

GB20171018-04 Jennifer Summers MOVED THAT the meeting is adjourned at 8:00 p.m. Seconded by Gautama Swaminadhan.

Carried UNANIMOUSLY

Minutes approved _____, 2017

Chairperson _____ Principal

Respectfully submitted by:
Susan O'Keeffe, Recording Secretary