



Minutes of the third (3rd) meeting of the 2019-2020 McCaig Elementary School Governing Board held on Thursday, November 21, 2019 in the library at 7 p.m.

Members Present: Lisa Cipriani, Deborah Mortilliti, Jeanie Jaber, Jossie Tortorici, Karl Trotter, Parents; Kristin Crowdis, Ann Phillion, Dan Strina, Gautama Swaminadhan, Teachers; Pat Gilmour; Daycare Representative;

Alternate Members Present:

Also present were: Richard Mason, Administrator

Regrets: Cristin Filacourdis, Marie-Soleil Leconte

The Principal called the meeting to order at 7:00 p.m.

1.0 Recognition of visitors

2.0 Approval of the agenda

GB20191121-01 Gautama Swaminadhan MOVED THAT the agenda be accepted. Seconded by Dan Strina.

Carried UNANIMOUSLY

3.0 Approval of the Minutes of the meeting of October 24, 2019

GB20191121-02 Kristin Crowdis MOVED THAT the minutes of October 24, 2019 be approved. Seconded by Ann Phillion.

Carried UNANIMOUSLY

4.0 Reports

4.1. Principal

As e-mailed to members.

In response to a question from Lisa Cipriani, depending on the teacher, parents were given a different block of times for their parent teacher interviews.

Open House scheduled on January 25, 2020.

Futsal boys' team won the regional championship.

4.2. Financial Report

No report this month.

4.3. School Committee (PPO)

As e-mailed to members

4.4. SWLSB Parents Committee

As e-mailed to members.

GB Chair and Vice Chair training on November 28.

The Chairperson has sent out the notice to all members.

4.5. TFOMES

As e-mailed to members.

Cookie dough fundraiser went very well.

5.0 New Business

5.1. Toasty toes

GB20191121-03 Ann Phillion MOVED THAT the Student Council toasty toes activity be approved. Seconded by Kristin Crowdis.

Carried UNANIMOUSLY

5.2. McCaig Holiday breakfast

GB20191121-04 Kristin Crowdis MOVED THAT the Piccolo Gioia holiday breakfast Thursday December 19, \$5 each with no disposable utensils be approved. Seconded by Deborah Mortilliti.

Carried UNANIMOUSLY

5.3. RHS Community breakfast

The McCaig Grade 6 students and teachers are invited to attend the 12th edition of the RHS Community Breakfast which will be taking place on Friday, December 20, 2019 from 7:30 – 10am. \$6. per meal

GB20191121-05 Lisa Cipriani MOVED THAT the RHS community breakfast outing be approved. Seconded by Dan Strina.

Carried UNANIMOUSLY

5.4. Holiday baskets

McCaig will once again create Christmas baskets for families in need.

GB20191121-06 Jeanie Jaber MOVED THAT the holiday basket activity be approved. Seconded by Gautama Swaminadhan.

Carried UNANIMOUSLY

5.5. Standards and Procedure of Evaluation

Annually, each school will establish their Standards and Procedures Evaluation as per 110.12 (3) of the Education Act. The creation of the evaluation standards and procedures document is the responsibility of both teachers and principals in schools. The Standards and Procedures of Evaluation shall determine the following:

- For each subject taught in terms 1 and 2, which competencies/components will be included in the report card;
- The format of the summary document given to parents;
- From the selected cross-curricular competencies, which ones will receive comments from the teachers and what type of comments;
- The selected dates regarding the distribution of the first communication and report cards with respect to the mandatory deadlines as defined by the MEES.

At the beginning of the school year, the principal is required to ensure a summary of the standards and procedures is created and communicated to parents. The 2019-20 Standards and Procedures for McCaig were sent to all parents in September in advance of curriculum night and will be sent out once more in advance of the parent teacher night and first term report card distribution.

5.6. Concussion protocol

As e-mailed to members.

5.7. June exam schedule

As e-mailed to members.

The document is still being worked on.

5.8. Letter to Ville De Rosemere

As e-mailed to members.

A letter concerning the safety of students crossing from Rosemere High during drop off and pick up was sent to the Ville de Rosemere.

5.9. Subject Time Allocation (STA)

As e-mailed to members.

STA for 2019-20 needs to be approved by teacher council presented to governing board and then submitted to the SWLSB (PSD) by the end of January the latest. A committee of teachers has been created to explore potential subject time allocation options for McCaig. They are looking primarily at cycle one STA. The teachers have requested and been provided examples of the STA in schools of comparable size in our school board to get an idea of what these schools have in place as regards STA. In preliminary discussions, cycle two and three teachers have more or less agreed with status quo for their levels. The committee will report to TC. At our next staff meeting scheduled for the first week of December, the teachers will discuss STA and decide how to proceed. Following this there will very likely be a full staff vote (E1 teachers only) on the 2019-20 subject time allocation. After the vote by staff, the subject time proposal will then be presented and voted on by GB.

5.10. GB Information for parents

As e-mailed to members. Roles and responsibilities of the governing board.

6.0 Field Trips/Activities

6.1 Brain Gym

Brigitte Robitaille teaches yoga and Pilates for mindfulness and body awareness for students. She is offering an activity, connecting senses through movement, helping to calm the nervous system. She has been teaching Pilates and yoga for children for 15 years. The after school program is a 6 week session, one afternoon a week, 30-35 minutes. \$60 for 6 weeks.

In response to a question from Lisa Cipriani, it would be geared to K-2. The school will send the information home and parents register with Brigitte directly.

Members agree this is a great activity for Cycle one students. Mr. Mason will offer: 30 minutes of activity with the students, she picks them up after school and waits for parents to pick them up at the end of the class with a maximum of 12 students.

GB20191121-07 Kristin Crowdis MOVED THAT the Brain Gym activity be approved as presented. Seconded by Dan Strina.

Carried UNANIMOUSLY

7.0 E-votes

8.0 Correspondence

9.0 Adjournment

Next meeting January 16, 2019

GB20191121-08 Kristin Crowdis MOVED THAT the meeting is adjourned 7:56 p.m. Seconded by Ann Philion.

Carried UNANIMOUSLY

Minutes approved _____, 2019

_____ Chairperson _____ Principal

Respectfully submitted by:
Susan O'Keeffe, Recording Secretary