

**Westpark Governing Board Meeting  
Draft Minutes  
September 27th, 2017**

**Attendance:** Alaina Gross, Chelsea Bayer, David Ceber, Kelly Arfin-Gurevitch, Kenny Mandel, Kiara Iafano, Lisa Baylis, Lisa Peress, Mary Lawrence, Margaret Gogoris, Nathalie Lebrun, Nathia Messina, Pina, Garritano, Rachel Boileau, Stacey Knecht, Steven Small, Tali Chemtob, Yolanda Galvez

**Commissioner:** Craig Berger (absent)

**Secretary:** Michelle Sternszus

**Regrets:** Dvorah Bowen

Meeting called to order at 7:09 pm

169.1 Verification of quorum

169.2 GB training by Geneviève Degré

(Conduct of discussions, meetings votes and email votes/discussion period/changing your vote)

A thorough presentation was given outlining all of the rules and procedures pertaining to governing board operations and conduct. Members had a chance to ask any questions they had and to get clarification in all areas of ambiguity.

169.3 Introductions around the table

Each GB member introduced themselves and gave a little background into their roles outside of GB.

169.4 Addition to the agenda

Point 169.6 will be tabled

Under business arising, point 169.8.2 will be changed to “choosing GB secretary” and the other numbers will change accordingly.

Under reports, point 169.10.10 is to be removed

169.5 Approval of the agenda

Motioned by: Kelly Arfin-Gurevitch

Seconded by: Yolanda Galvez

All in favor

169.6 Approval of minutes from May 2017 minutes and Sept AGA 2017- tabled

169.7 Correspondence: None

169.8 Business arising

169.8.1 Choosing our new chair person and vice chair

The current GB chair, Stacey Knecht, nominated Kenny Mandel to assume the role of the new GB chair. Kenny Mandel presented himself in front of the board. David Ceber seconded the nomination and Kenny Mandel became the new GB Chair through acclamation. Congratulations Kenny!

Kelly Arfin nominated Stacey Knecht to assume the role of GB Vice Chair. Nathalie Lebrun seconded the nomination  
Stacey Knecht is now the GB Vice Chair. Congratulations Stacey!

#### 169.8.2 Choosing GB secretary

Alaina Gross nominated Michelle Sternszus to assume the role of GB secretary. Stacey Knecht seconded the nomination.  
All were in favor and Michelle is once again the GB secretary.

#### 169.8.3 Choosing our 9th parent member

A discussion was had surrounding how to go about electing the 9th parent member onto the GB. It was decided that an ERMS would go out letting the Westpark parent body know about the vacant spot and inviting any interested parents, including those that presented at the AGA, to come to the next GB meeting a half an hour before the start time to present themselves to the current GB parent members after which a vote will incur and a decision will be made.

#### 169.8.4 Choosing our community reps

Several names were brought up as possibilities and it was decided that an official list would be put together and that these people would be approached before the next GB meeting when a vote will take place.

#### 169.9 Public Question Period- None

#### 169.10 Reports

##### 169.10.1 Principal's report

New Teachers: We have a few new teachers who have joined our team this year. We are pleased to have them at our school and we look forward to an amazing school year.

Mesures: We have a few grants that will be in effect in the next few weeks.

One measure focuses on Kindergarten students; we are planning on increasing our own behaviour tech's hours in order to support the Kindergarten teachers where they feel the needs of their classes are.

The other measure is focused on Cycle one. We are looking at hiring a teacher at approximately 40% of a workload. The focus will be on literacy and to work hand in hand with our resource team in order to provide support to the teachers and students of cycle one.

We have a third measure that was given last year. We will combine that measure with our Francisation grant in order to support our older students in French (3-6).

**Code of conduct:**

We will add a message of respect in our code of conduct that is targeted to adults. This message will be: “Respect, everyone deserves it. School is a place of courtesy and respect for students, employees and visitors. Intimidation, offensive language or any threats of violence will not be tolerated.”

**Change of Ped. Day:**

I will be sending out an email to the community in order to advise them of a change of Ped. Day. In our current agenda we have Friday, June 8th as a Westpark Ped. Day. Unfortunately we picked the day before receiving the end of year exam dates. One of the ministry exams, Math, will take place between June 5th – June 12th, therefore we moved our Ped. day to Friday, June 15th.

**Construction Update:**

Construction has gone relatively well. They managed to finish all of the student bathrooms and to paint half of our walls. We still have some painting to do on the top portions of our walls and some of the door frames. Some of the staff bathrooms are still in construction as the student bathrooms were a priority. The windows are next; they will be working on those during Ped. Days and/or weekends.

**169.10.2 Field Trips**

<b>Field Trip Explanation</b>	<b>Date/Time</b>	<b>Ratio</b>	<b>Lunch?</b>	<b>Transport</b>	<b>Cost</b>	<b>Grade</b>
1. Ultimate Athletic Experience Promote physical Activity	Oct 6th (All Day)	1:18	School	x	\$20	Daycare
2. Botanical Gardens (Halloween Setting) Explore Nature	Oct 30th (9AM-3PM)	1:11	Bring	Buses	\$30	Daycare
3. Bowling - Rosebowl Lanes Promote social and gross motor skills	Nov 17th (9AM-2PM)	1:11	Included	Buses	\$30	Daycare
4. Clip N Climb Action Packed Activity	Jan 22nd (9AM - 3PM)	1:11	Bring	Buses	\$30	Daycare
5. Skating at the Atrium Gross Motor Activity	Feb 9 (9AM - 2PM)	1:11	Bring	Buses	\$30	Daycare
6. Sugaring Off - Mont St Gregoires Promote Culture	Apr 20 (9AM - 3PM)	1:11	Included	Buses	\$30	Daycare

7.Crafty Artsy Adventure Create Environmentally safe products	May 11 (All Day)	1:18	School	x	\$25	Daycare
8.Water Walk Increase global awareness (WE)	Oct 20th (27th Rain)	1:08	School	Walk – Cen- tennial	FREE	Gr. 6
9.WE DAY Ottawa Promote Global awareness (WE)	Nov 20th (All Day)	1:10	Bring	Bus	\$30	Cycle 3
10.We Day Montreal Promote Global awareness (WE)	Feb 21 (All Day)	1:10	Bring	Bus	FREE	Cycle 3
11.Grade Trip – Ottawa Reinforce Science and Social studies	May 30th (7AM - 6PM)	1:10	Provided	Bus	\$95	Gr. 6
12.Theatre: Ca! Story Telling	May 3 (10AM- 12:30)	1:05	At School	Bus	\$20	K

Alaina Gross motioned to approve trips 1-7.  
Kelly Arfin-Gurevitch seconded the motion  
All in favor

Nathalie Lebrun motioned to approve trips 8-10  
Margaret Grogoris seconded the motion  
All in favor

Nathalie Lebrun motioned to approve trips 11-12  
Chelsea Bayer seconded the motion  
All in favor

A suggestion was made that going forward, all trips be sent to GB members to review before the GB meeting so that they could be approved more quickly. This suggestion was liked by all.

Kenny Mandel motioned to extend the GB meeting by 15-20 minutes.  
The motion was seconded by Stacey Knecht  
All in favor

169.10.3 Service contracts and fundraisers including CHAMPS basketball program

Organization	Purpose	Grade	Date
WE -Sell Rafikis	WE - Money goes to Kenya	School	Dec

WE Create Change - Coin Drive	WE - Purchasing Goats	School	May
Teachers for Teachers	School supplies for Texan Hurricane Victims	4	Oct
Leucan - Hallowe'en Boxes	Raise funds to help children and families with cancer	School	31-Oct
Grade 6 - TCBY	Subsidize Grad	School	Year

Kelly Arfin motioned to approve the 5 above fundraisers.  
 Yolanda Galvez seconded the motion  
 All in favor

The CHAMPS basketball program was discussed in length as well as the soccer Program that took place last school year.

CHAMPS would like to offer a program from Oct 11-Dec 14 for a fee of 100\$  
 The program would take place on Wednesdays from 2:30-3:40 for daycare only students in grades 1-4 and Thursdays from 2:30-3:40 for grade 5 and 6 students whether in daycare or not.

Alaina Gross motioned to approve the CHAMPS program as discussed.  
 Pina Garritano seconded the motion  
 All in favor

The soccer program is proposing to start on Oct 11th as well and to run for 8 weeks for a fee of 100\$ at lunch time.

Nathalie Lebrun motioned to approve the soccer program as discussed.  
 Steven Small seconded the motion  
 All in favor

A further discussion regarding the soccer program ensued and Alaina Gross motioned to amend the original motion pertaining to the soccer program. The motion now is for the soccer program to be offered to grades 5 and 6 starting in January and to grades 3 and 4 starting in April.

Nathalie Lebrun seconded the motion  
 All in favor

#### 169.10.4 Teacher representative's update

Kindergarten: exploring building structures as an extension of learning shapes: this week we will build castles in both 3D (Steam project for Tuesday) and in 2D castles

Themes covered so far are Back to School, Colors, Shapes, and Apples.

### Cycle 1

#### Grade 1:

- The grade one teachers have started STEAM activities having to do with robots and gears
- we have been working on the vowel sounds
- In math, we started spatial orientation this week.

#### Grade 2:

- learning new class routines.
- learning new reading comprehension strategies
- writing more complex and interesting sentences.

### Cycle 2

#### Grade 3:

- Starting the 1-1 iPads
- The children are learning about Aboriginal communities

#### Grade 4:

- In French they are working on enhancing grammatical awareness, conjugation of verbs and reading strategies all in engaging and exciting ways.
- In ELA students are reading James and the Giant Peach or Tales of a Fourth Grade Nothing.
- In Math students are working on the representation of numbers: place value, decomposing numbers etc.

### Cycle 3

#### Grade 5:

- 3 digit by 2 digit multiplication in Math .
- ELA theme of Myths and Legends and cultural ghost stories in October.

### Specialists

#### Phys Ed.

- Mr W & Ms. Iafano brought the kids to the Frisbee tournament
- They are prepping for next week's Handball tournament and later this month they will be attending the Cross Country run.
- Co-operative games from grade 1-6
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#### Drama:

- simple story telling and miming

- started the auditioning process for the school play

#### Point of Information

- WE are Silent – (FEB) Students take a vow of silence for one day (or a shorter period of the day) to help them understand that students in other parts of the world don't have a voice. The WE team will visit other classes to explain and encourage other students to participate.

#### 169.10.5 Parent Representatives' update

Not much to report. The AGA is tomorrow night at the school board.

#### 169.10.6 Commissioner's report- none

#### 169.10.7 Daycare's update

Everything is running smoothly. They are working on a standardized manual which will be posted on the website when ready. Currently there are 308 kids registered in daycare.

#### 169.10.8 Community Representative's update- none

#### 169.10.9 Home & School update

The year started well. We are up \$1000 from last year. They made \$16000 profit from pizza sales. Chocolates go out next week.

#### 169.11 Public Question Period-none

#### 169.12 GB funds (about \$500) how do we want to allocate them- tabled

#### 169.13 Date and time of GB future meetings

A suggestion was made to have meetings every 6 weeks except for the next meeting which will be in 4 weeks. The board liked this suggestion. The next meeting will be on Tuesday October 24th at 7 pm with parents coming at 6:30 to hear presentations of parents running for the 9th position on the board.

Motion to approve time and date of next meeting: Alaina Gross

Seconded by: Yolana Galvez

All in favor

#### 169.14 Adjourn at 9:22 pm