

**Pinewood Elementary School
Governing Board Minutes
2009-2010**

A regular meeting of the Pinewood Elementary Governing Board was held on October 6, 2009 at 7:00 pm at 412 Chemin des Anglais.

Member's Name	Present	Absent
André Gionet		
Brigit Laroque		
Dina Mariani		
Frank D'Onofrio		
Eric Bienvenue		
Luigia Graceffa		
Cathal Marlow		

Member's Name	Present	Absent
Beth Watson		
Linda Sabolo Mageau		
Angela Piacek		
Fil Bonanno		
Marie Karamanoukian		
Merilinda Sandiford		

Audience Members: Michele Pizzola, Diana Cimo, and Pheleshia Hudson

1. 0 Opening of Meeting

André called the meeting to order at 7:05 pm

Mr. Wayne Greer presented the GB members an after school hockey program.

- Children need to be on the ice by 3:00pm
- Great confidence builder
- Students will be required to sign a contract
- 20 sessions/\$480.00

2.0 Adoption/Addition of Proposed Agenda

Addition to varia-Format of the agenda and hand sanitizers

3.0 Adoption of Minutes

Eric motioned to approve the minutes of the June 8, 2009 meeting. Motion seconded by Angela. 1 abstention. Motion carried unanimously. **155-20091006-01**

4.0 Business Arising

- I. Election of the chairperson-André explained the role of the chairperson.

Luigia Gracieffa nominated Eric Bienvenue; Eric declined
Brigit Laroque nominated Frank D'Onofrio, Frank declined
Luigia Graceffa nominated Dina Mariani; Dina declined
Luigia Graceffa nominated Brigit Laroque; Brigit accepted.

Beth motioned that Brigit Larocque sit as chairperson of the 2009-2010 PWGB. Motion carried unanimously. 155-20091006-02

II. Election of Vice-Chairperson

Eric Bienvenue nominated Luigia as Vice-chairperson; Luigia accepted.

Eric motioned that Luigia Graceffa sit as Vice-Chairperson of the 2009-2010 PWGB. Motion carried unanimously. 155-20091006-03

III. Election of Secretary

Beth nominated Merilinda Sandiford; Merilinda accepted. The remuneration for the secretary was discussed. Merilinda left the table.

Beth motioned that the secretary be paid \$50.00/meeting with a cap for the 2009-2010 school year of \$600.00. Motioned seconded by Eric Bienvenue. 9 in favor; 1 against and 1 abstention. Motion carried. 155-20091006-04

IV. Election of Treasurer

Beth Watson nominated Dina Mariani; Dina accepted.

Cathal motioned that Dina Mariani sit as treasurer on the 2009-2010 PWGB. Motion carried unanimously. 155-20091006-05

V. Community Reps Invitations

Linda will extend an invitation to Constance Gallagher. Cathal will extend an invitation to Mr. Louis Duval. If the need arises, Mr. Bruno Belrose, M. Villeneuve and Mr. Boudreau will be asked consecutively.

VI. Internal Rules & procedures

André brought 10.2.8 to the members' attention. Merilinda questioned whether or not votes could be taken via e-mail. It was explained that only in cases of "emergency".

Merilinda motioned that the *Internal Rules and Procedures* be modified.
8.5.4 A vote via e-mail may be invoked only in the instance that a fieldtrip needs to be approved before the next scheduled meeting. Majority vote will rule.
1 against; motion carried. 155-20091006-06

5.0 New Business

I. Timeline Proposals for GB

André presented timeline; it has been in the works for three years, and includes the article number from the education act.

II. Personal Disclosure Form

André explained the form and asked all members to please fill it in and return at the end of the evening.

III. Presentation of the Annual Report

The annual report, prepared by Diana Cimo, for the 2008-2009 school year was presented.

IV. Educational Project

André explained that the educational project was approved in May and will be up for revision in April.

V. Homework and Wellness Programs

There was discussion on the homework program, how it worked, and the benefits of having the program in place. There has been no confirmation yet if it will be put in place for this school year. Lynda Wells will run the program. Cathal wanted to know if there were marked improvements with the students participating in the program. Beth explained that the students are taught organizational skills. Eric asked if there was a possibility to evaluate the program. It was mentioned that the same student should not remain in the program from year to year. Merilinda mentioned that it would be a good idea to have Lynda submit a report.

VI. After School Gym Rental

L'air en fête and Kinball does not pay gym rental because they are offering us a service. Eric asked if it was profitable to rent out the gym; André explained that it isn't and people have to leave at 7:45pm. Most people find the gym too small.

VII. Approval of Field Trips and Activities

- Apple picking was approved by the 2008-2009 GB
- Upper Canada Village was approved via letters
- The reward activity for the month of December will be a trip to the Olympic Stadium

Eric motioned that the reward field trip to the Olympic stadium be approved in principal with the cost of the trip being reduced with the help of the P.P.O. A possible contribution of \$3000.00 is expected. The cycle 2 and 3 students will attend December 10th, and the cycle 1 and kindergarten students will attend December 10th. Seconded by Linda. Motion carried.

155-20091006-07

6.0 Tabled Items

There were no tabled items from the previous meeting.

7.0 Correspondence

André notified the members of an invitation received for all GB members to attend a GB workshop on October 19th. André mentioned that the workshops are well organized and very useful.

The MELS has asked schools to distribute a brochure entitled Butterflies and Passions, the sixth grade students. Discussion arose over how appropriate it would be to hand these out directly to the children. The unanimous feeling was that they should be given to the parents. It was decided that the brochures would be distributed to parents at the parent-teacher conference.

8.0-Questions from the Public

Diana Cimo asked if the audience could be given copies of the agenda for the meetings. The answer was yes.

9:00pm Luigia motioned to extend the meeting by 15 minutes. Motion seconded by Eric. Motion carried. **155-20091006-08**

Pheleshia Hudson asked the GB members if there was a homework policy in place. She continued to mention how her child spends on average 3 hours an evening doing homework. Beth stated that homework should be a review of the work done in class. Fil reiterated that homework should be a continuation of the day's work. Angela mentioned that the children should be reading 15 minutes an evening. André mentioned that the homework for cycle 1 should take 30 minutes, for cycle 2 should take 45 minutes and for cycle 3, it should take 60 minutes. The next school year's handbook and Agenda should include homework guidelines.

9.0 Principal's Report

I. Transfer Between Campuses

Students can move between buildings without needing parental permission.

II. Presentation of Annual Budget

André presented the budget to the GB members and told them that if they had any questions, he could go through the items one by one at the next meeting. There will be more *Smartboards* purchased, one permanent one for campus B. The grade 6 boys are really intrigued by the *Smartboards*. Pinewood has gone from a \$52000.00 deficit to a balanced budget. André explained that the amount allocated to ERC has already been spent.

9:15pm Beth motioned to extend the meeting by 15 minutes. Motion seconded by Angela. Motion carried. **155-20091006-08**

School is trying to save on photocopying costs. The machine in campus B was purchased which will save approximately \$3000.00. Pinewood was also promised a new telephone system; the new system will save the school approximately \$3000.00. Discussion arose about use of the school website and e-mails in order to save money. Andre explained that the site would be updated as soon as the new procedures are ironed out.

III. Reward System-Request for Support

The reward system includes the respect medals, students of the term and the good deed incentives. There are expenses incurred for the prizes, gifts and pizza lunch.

Brigit motioned that P.P.O. be asked to contribute approximately \$11767.00 to the Reward System. Seconded by Merilinda. Motion carried. **155-20091006-09**

IV. Report on General Assembly of Parents.

There was a very good turn out of parents. Teachers felt that the curriculum night was not a success. Fil shared her concern that 6:00pm may be too early for some parents. The layout for next school year will be revisited at a later date.

10.0 Day Care Report

A report issued by Marie was distributed to all GB members.

11.0 Parent Rep Report

There was nothing to report.

12.0 Community Rep Report

There was nothing to report.

13.0 Teachers' Report

There was nothing to report.

14.0 P.P.O. Report

There is a pizza lunch fundraiser coming up. The chocolate fundraiser has begun, and the Halloween BBQ will be October 17th.

15.0 Treasurer's Report

There was nothing to report.

16.0 Varia

- I. Cathal suggested that the format be modified; there should be two question periods, and one should come before the "Business Arising". It was decided that the first question period would only allow discussion on question that were submitted to either André or Brigit prior to the meeting. The second question period would be at 9.0 and questions pertaining to the current meeting would be accepted. Cathal also asked if the agenda could include information concerning whether an item was an item of information or an item which required a resolution. André mention that the existing format already stated that.

- II. Hockey Program-Teachers may not agree with the fact that the students are dismissed earlier. The concerns were discussed.

Merilinda motioned that the after school Hockey activity be approved with early dismissal for the student's participating. The activity would run for 20 sessions, weekly. 7 –yes, 2-no, 2 abstentions. Motion carried. **155-20091006-10**

9:45pm Frank motioned to extend the meeting by 15 minutes. Seconded by Linda Motion carried. **155-20091006-11**

- III. Hand sanitizers-Luigia asked how well the school is disinfected. Santé Publique discourages the use of hand sanitizers and encourages good hand washing. The janitors have had workshops. Parents should keep their children home when sick.

17.0 Meeting Dates

The next meeting will be held on November 17th.

18.0 Adjournment

Cathal motioned to adjourn the meeting at 9:55pm.

155-20091006-12

Principal's Signature

Date

Chairperson's Signature

Date