



Clearpoint Elementary School

Governing Board Minutes of Meeting

Written by: Katherine Wiebe

Location: Clearpoint Elementary	Date: April 12, 2017	Time: 6:30 – 8:30
Attendees GB Members: <ul style="list-style-type: none"> • Alberto Sanchez • Allison Saunders • Audrey Lambert • Diana Grenier • Garry Saunders • Katherine Wiebe • Miranda Tubbeh 	<ul style="list-style-type: none"> • Paul Stejskal • Rachel Wilson • Sazini Nzula • Suzanne Larkin • Tass Fyon • Wayne Clifford • Wilhelm Mang 	Attendees Parents: <ul style="list-style-type: none"> • Carol Rabbat • Dov Bensimon • Tayba Huot
		Absent: <ul style="list-style-type: none"> • Janine Von Bauer

Agenda		
<ol style="list-style-type: none"> 1. Welcome 2. Approval of the Agenda 3. Approval of the Last Minutes 4. Public Question Period 5. Correspondence 6. Reports 	<ol style="list-style-type: none"> 7. Business Arising <ol style="list-style-type: none"> a. IB Update b. Governing Board Composition Consult c. Consultant Lunch (Bylaw 5) 8. New Business <ol style="list-style-type: none"> a. Field Trips b. Grade 3 Coding Club c. Consultation Launch (3 Year Plan) 	<ol style="list-style-type: none"> d. Consultation Launch (By Law 1 & 1E) e. Review Anti Bullying / Anti-Violence Plan f. Review Clearpoint Code of Conduct g. Annual General Assembly h. Last Governing Board Meeting 9. Date of next Meeting 10. Adjourn

1. Welcome

2. Approval of the Agenda

- a. Update the Agenda to say Grade 3 Coding Club – not Grade 4
- b. Add IB into the Agenda

It was moved by Diana Grenier, seconded by Bill Mang and unanimously resolved that the agenda be adopted

3. Approval of the Minutes

- a. Ensure the Minutes are updated so the date of the Next Meeting is April 12th, 2017

It was moved by Suzanne Larkin, seconded by Tassie Fyon and unanimously resolved that the minutes of the meeting held on March 21, 2017 be adopted with the above change.

4. Public Question Period

- a. Can we film the End of Year Show and sell the video (via USB key – cost is still under review)?
 - i. Letter would need to go home to the parents to advise them of the initiative.
 - ii. Only parents who do not want their child filmed or had issue with the fundraiser would need to respond.
 - iii. If there is even one parent who does not wish their child to be filmed we will not be able to have this fundraising activity
 - iv. Pictures and filming will only be done in the back of the gym during the events – this will also be included in the letter home to the parents.

It was moved by Allison Saunders, seconded by Sanzini Nzula and unanimously resolved that the motion be adopted.

5. Correspondence

- a. N/A

6. Reports

- a. Principal – Rachel Wilson
 - i. Creativity Assembly was put on by the Grade 3 – did a great job
 - ii. The Grade 6 learned a lot at the Holocaust Museum during their visit
 - iii. Leadership day at the Study – great guest speakers – not enough movement activities.
 1. Inspired the students for the day of empowerment
 - iv. We will be losing 5 student teachers
 1. Having 3 more starting in two week
 - v. There will be 19 Home Rooms next year
 1. Currently there is a waiting list for K and Grade 3
 - vi. Grad Photos – Linda and Claudine took this on – Thank You!!
 - vii. Pearson Fun Run May 7th
 1. 3\$ per child, 6\$ for adult or 15\$ for the family
 2. Della has created the medals – sanding wood from Lindsay Place
 - viii. Grad Trip April 19th and 20th
 - ix. Our Nurse has left on Maternity Leave and Genevieve will be taking over
 - x. Portfolio Evening on April 26th – students to bring their parents and will be done by a drop in basis
 - xi. Invitation only for Grade 5 – 6 parents of students on modified plans – May 18th
 - xii. Beauty and the Beast (March 22, 2017) at Lindsay Place for the K – 5 students was long but wonderful!
 - xiii. Year End Show will be taking place on May 25th - tickets will be provided as for the Winter Concert
 1. Next year there will two shows for Juniors and Seniors (one in the winter and one in the spring in order to avoid having to accommodate such large audiences.
 - xiv. Pool Day – in search of a new pool location – not sure regarding which Grade levels participation (definitely not K's, still discussing the Grade One)
 1. To be discussed in more detail at the next GB meeting
 - xv. Clearpoint Super Kindness Club – going well – meetings are sporadic due to availability of Ms. Wilson
 1. Kids are making videos on the CSKC
 - xvi. Ms. Diana and Mme Dominique will be retiring this year.

- b. Phys Ed – Bill Mang
 - a. Jump Rope for Heart raised 5,500\$
 - b. Concordia Rugby Jamboree – 36 students with national and provincial players
 - i. Great activity – first time for everyone, but went well
 - c. 150 kids for Halo Run (Grade 3 – 6) – May 18th
 - d. Basketball game – Teachers vs. Students – teachers tied it up 19 – 19
 - e. Grade 1 – 2 Jr. Cross Country Run
 - f. Senior Ski Trip – 55 students – great weather, great parent turn out!
 - g. Student teacher last week –

- c. Daycare – Tass Fayon
 - a. Different crafts for spring and Easter – putting up posters around the area
 - b. Grade 3 did some cartooning
 - c. Daycare Educators will attend a workshop at the Apple store during the evening and learn about iMovies and iTrailers
 - d. PED Day April 21st –
 - i. Will be using a new company – Decibel Science, who will provide 5 workshops: Operation spy, Dry Ice & Martian Cold, Owl Pellet Dissection, Glow-in-the-dark Slime and Make your own Fire Extinguisher. These activities will be followed by volcano explosion in the Gym.
 - e. Daycare week May 15th - Sundae party for the kids at the next Ped Day

- d. Home & School –
 - i. Lunch Activities in Progress – about 2K profit
 - 1. Will look at choosing new activities and sessions for submission for the next meeting to start off in the new school year.
 - ii. Maple Syrup Fundraiser (March 2017) – was extended a week to gain more funds – 1954\$ raised. The additional week made a difference from last year's sales.
 - 1. Will try to sell some remaining bottles at the portfolio night and during the annual BBQ
 - iii. Annual BBQ in June –
 - 1. June 7th, rain date June 8, rain date June 15th
 - iv. Movie Night Fundraiser – will be tabled for next year
 - v. Staff appreciation was great – well appreciated by the entire Staff
 - vi. It will be the 10th anniversary of Clearpoint – we should do something to mark the occasion – inviting the alumni to the Annual BBQ perhaps – to be discussed

- e. Commissioner - Wayne Clifford
 - a. Report has been circulated (see below p. 6 – 7)
 - b. TOPs was fantastic – and runs extremely smooth
 - c. Assistant Director General Steve Balleine – intends to retire – will leave some big shoes to fill – appointment for staffing will be delayed.

- f. Parent Committee Rep - Allison Saunders
 - a. Met on April 6th and ratified budget consultation

- b. Further conversation about the Sexuality Education Project Pilot
- c. Presentation from Barbara regarding PEF (Pearson Education Fund)
 - i. Making donations directly to Clearpoint – we already have a link directly to that on the Home and School Page
 - ii. May be beneficial to do some sort of additional awareness on Facebook / Twitter. Alumni association – would be good advertisement
 - iii. Many Events are put on by the PEF
- d. Program and Services Committee (subcommittee) – how to a better job of marketing schools – creating a data base and update what extracurricular activities are available in the board – hopefully in May 2017
- e. Meeting summaries are being sent to GB Chairs and will always have a copy.
- f. Voted on school calendar - #3 (FYI school starts August 30th)
- g. Student commission at our meeting for a petition for more LGBTQ issues in the curriculum
 - i. Quick summary on the website with the electronic link
- h. Transition to high school work shop, SNAC is also holding one at the school board on April 27th by invitation only on the SNAC website
- i. Official Report below p.8 - 10

7. Business Arising

- a. IB Update
 - i. Mr. Walker will provide details on this for each GB meeting
 - ii. 3 Additional Stationary bikes – 2 in the gym and will now have 2 by the office.
 - 1. Students can use the bikes at any time in the class or by the office – they are not disruptive at all.
- b. Governing Board Composition Consultation (**due by May 12th**)
 - i. Currently require 7 parent reps, 7 teachers and 2 community reps
 - 1. We are short by one parent, one teacher and one community rep based on this and need to respond if we agree with the numbers
 - 2. 5 parents rep would need to be elected next year based on the above.
 - 3. How do we rebalance our numbers so that we are not losing such a large volume of parents each year – Albi to look into this.
 - 4. Governing Board is good with the above recommendation but will add that we do not need to have 2 community reps (this does not impact us if they keep the recommendation at 2, as it does not impact quorum).
- c. Consultation Launch - Bylaw 5: Code of Ethics and Professional Conduct Applicable to the Council of Commissioners (**due by April 28th**)
 - i. Should have a cheat sheet summary of the changes, for us to better understand what the changes are and why they impact us.
 - ii. Breach of ethics and people where not reprimanded appropriately so they are changing the code in order to respond to this

High Level Notes *(in bold are the points we would like to bring up in our response)*

- Picks on the general points from the first, but makes them more explicit and goes into more detail with a procedure – preamble was previously Section 3
- Section 3 – say what the purpose is more specifically
 - Integrity, standards, impartiality, transparency, potential and real conflicts address and professional conduct

- Describes who this applies to, standard language descriptions
- General duties – previously 3 paragraphs, now in greater detail to 7 sub sections
- Decisional authority (section 5, originally part in 5.7) commissioner must abide by the majority decision and recognize that the council of commissioner authority.
- Added remuneration, confidential information, - **should add portion “unless otherwise required by law” for confidentiality agreement**
- Board provides appropriate services to defend commissioners that are prosecuted (sued) under this provision and the education act.
- Enforcement – Ethics Officer –
 - **Length of term should be included as well as an alternate position**
 - **Procedure for how they are elected should be added**
 - Jurist with 10 years of relevant experience, cannot be an employee of the school board, relative of the commission or employees cannot be a commissioner
 - Term is determined by the board of commissioner – **should be changed**
- File a complaint How To Guide – related to one or more of the provision of the code of ethics and facts supporting and submitted in writing and anyone aware of the breach (concerned party) – needs to be addressed to the secretary general - **why it does not go straight to the ethics officer – who’s duty would be to inform the Secretary General?**
- If the complaint is unfounded – it is up to the Ethics Officer to tell everyone
- Otherwise convene meeting including witnesses and determines the compliant is founded – each party is convened separately.
- Offices of the Ethics Officer are not on School Board property and transcribed and confirmed
- Recording not disclosed to anyone
- Confidentiality of the witness can be kept by the Ethics Officer – to their discretion
- Summary of facts sent to the Commission
- Ethics Officer renders decision
 - If it is an infraction the appropriate penalty is decided in accordance with the code.
 - **Is there any right to appeal?**
 - **Do not ever get to see your accuser?**
 - **The Ethics Officer has a great deal of power – does this make sense?**
- Decision is sent to the Secretary General and the Complainant
- Ethics officer submit a report each year
 - **Will we have access to this as Governing Board; will the public have access and in what forum?**

Albi to put together the notes and send them out to the group for their approval before submission

8. New Business

a. Field Trips

Date	Activity	Grade	Cost	Comments
Thursday, April 27 th	Apple Store	Grade 4	~10\$	<ul style="list-style-type: none"> • Going by city bus • Will be buying pizza for a 5\$ fee • 1:8 Ratio • Half the kids will eat lunch, while the other half visits the store and then switch.
Tuesday, May 2nd	Droulers-Tsionhiakwatha Archaeological Site	Grade 3	\$22 per student	<ul style="list-style-type: none"> • Study the Iroquois • 8:30 – 1:15 • School Bus
Thursday,	CEPSUM	Grades 3	22\$ per	<ul style="list-style-type: none"> • Travel by bus

May 4 th		- 6	student	<ul style="list-style-type: none"> • 1;10 ratio • Swimming involved • Certified lifeguards • Bill and support of the teachers • Not subsidies by Home and School this year • 8:15 – 2:20
Thursday, May 4 th	In school extracurricular activity	Grades K - 2	~10\$ per student	<ul style="list-style-type: none"> • Team Building activities • Group Work • Mini Guitar Creation, Dance and Music • Magic Show • All day
Tuesday, May 23 rd	Children's Museum of Laval	Grade 1	~ 25\$	<ul style="list-style-type: none"> • Explore and look at all the jobs • Taking the bus • In Laval

It was moved by Suzanne Larkin, seconded by Tassie Fayon and unanimously resolved that the above field trips and activities and events be approved.

- b. Grade 3 Coding Club – Suzanne Robinson – 10\$ per student
 - i. This session will be on Fashion and Design
 - ii. Money will go to buy another Dash Robot
 - iii. Participants will be chosen by draw (5 students from each Grade 3 class)
 - 1. Recommendation is that the first draw is done with students who were not part of the first session of coding club.

Can we do something special for the staff that goes that extra mile? Brainstorm some ideas aside from Staff Appreciation week.

- c. Consultation Launch - Three-year Plan of Allocation and Destination of Immovable 2017-2020 (**due by May 18th**)
 - i. Any changes are making (portable classrooms, splitting the school, etc.) – does not impact our school. No reason to send a response.
 - ii. Suggestion by Paul to have something set up to stop the snow from accumulating in the fire escape areas / staircases – can Paul get a picture of the structure?
 - 1. Rachel can talk to the building manager regarding this
- d. Consultation Launch - By-law 1 (2017) and By-law 1E (2017) (**due by May 5th**)
 - i. Fixing the dates for the Commissioner Meetings
 - ii. No issues here – no need to response
- e. Review of Anti-Bullying/Anti-Violence Plan (ABAVPlan.pdf)
 - i. If we see anything that needs to be changed to advise Rachel
 - 1. Typo – first page, under definitions – direct and indirect
 - ii. Any changes required for next year?
 - 1. Power Imbalance – is that bullying in the definition – can we remove this as it might not occur as a power imbalance
 - 2. All in favor
- f. Review of Clearpoint Elementary Code of Conduct (Code-of-Conduct.pdf)

- i. Can we add something regarding the drop off area –
 1. Albi will draft this and send something out next week for our review
 - ii. Is it possible to make that area of Cedar Street a one way?
 1. We need to draft a letter from the Governing Board to the city.
- g. Annual General Assembly
- i. To be discussed at the next GB meeting
- h. Last Governing Board Meeting
- i. This one takes place in September 2017
 - ii. Will discuss at the next GB meeting
9. Next Meeting –
- a. May 10th – 6:30pm in the Library
10. Adjournment –
- a. The meeting was adjourned at 8:38 p.m.

It was moved by Bill Mang, seconded by Audrey Lambert and unanimously resolved that the meeting be adjourned.

Commissioner's Report – April 2017

Respectfully submitted by Wayne Clifford (Commissioner – Ward 12)



News from the March 27th Meeting of the Council of Commissioners

Council began on a very sad note, observing a moment of silence in honour of former LBPSB commissioner Sergio Borja, who passed away suddenly on March 22nd.

The Pearson News has recently been reactivated as a frequently-updated blog accessible at <http://pearsonnews.lbpsb.qc.ca/> under the leadership of the LBPSB's new Communications Officer Stewart Lazarus.

Maria Pan, currently a teacher and Chromebook Coordinator at Beurling Academy in Verdun, was appointed as Vice-Principal of LaSalle Community Comprehensive High School effective April 3, 2017 to fill a vacancy that will occur at that time.

A letter has been received from the Minister of Education approving the sale of the former Thorndale and Marcus Tabachnick buildings to the Commission scolaire Marguerite-Bourgeoys. In return, the LBPSB will receive a onetime grant equivalent to 30% of the municipal value of the buildings for capital projects, a total of about \$2.4 million.

The 2015-2016 Annual Report was approved for transmission, as is required by the Education Act, to the Minister of Education. It is also to be available shortly on the LBPSB website.

The proposed LBPSB Three-Year Plan of Allocation and Destination of Immoveables for 2017-2018 to 2019-2020 was approved for consultation with responses to be returned by May 18. The final draft will be submitted for adoption at the May Council of Commissioners meeting.

The administrative staffing plan for 2017-2018 will be brought to the April meeting of Council.

Summer School will be moved from St. Thomas to Lindsay Place High School due to summer construction outside St. Thomas.

The next regular meeting of the Council of Commissioners is scheduled for Monday, April 24th at 7:30 pm.

LBPSB Parents' Committee Report - April 2017

Respectfully submitted by Allison Saunders (clearpoint_pr@lbpearson.ca)



LBPSB Parents' Committee
April 6, 2017 7.00 pm, Boardroom
1925 Brookdale Ave, Dorval

MEETING SUMMARY REPORT

ATTENDEES: Representatives of 22 of 48 member schools and SNAC were in attendance, as well as a member of the general public. Steve Balleine represented the administration.

UPDATES:

- **Budget Consultation:** The Budget Consultation response was passed via online vote on March 30th and ratified at the meeting.
- **Québec Sexuality Education Pilot Program:** Further to the presentation on March 2nd, PC offered to request further information from administration if interest from the parent reps warrant it; discussion will be moved to Basecamp and, if merited, a resolution will be presented at the meeting of May 4th; interest was shown in 'debriefing' parents of Riverview at the end of the year.
- **PC Budget:** Preliminary projections indicate that by year end the balance should be approximately \$1500, which will go towards the end-of-year dinner (location and date TBD).

KEY TOPICS:

- **PEF Presentation:** presented by Barbara Freeston, President of Pearson Educational Foundation <http://pef.lbpsb.qc.ca/>; the following was highlighted:
 - PEF is an entirely separate legal entity from the board, helping to enrich the lives of students and classroom experiences in LBPSB.
 - Rona Cupak Winter Clothing Fund (in elementary and now high schools) – school staff recommends students who do not have the proper winter clothing and bring it to the attention of the foundation which then supplies said student with the needed item(s); all items are new.
 - PEF helps to support the school board in feeding many students across LBPSB (the board and catering company do a great job ensuring students receive a hot lunch).
 - By spring, school board funds have diminished and PEF funds are used to provide hot lunches.
 - Grant Applications – teachers are invited to send in grant applications for technology, art supplies, sporting equipment, etc....
 - Typically, a golf tournament is held every fall in order to raise much needed funds, however B. Freeston reported that it has become increasingly difficult to get people out to a golf tournament; this year PEF decided to hold a Comedy Benefit show in place of the Golf tournament (took place March 31st).
 - Margaret Manson Learning Award given in each school or center to a student who has overcome more than the usual challenges in order to graduate.
 - Those who wish can donate to PEF with the donation being earmarked to a particular school or cause of their choice; tax receipts will be issued; 3% is kept by PEF to cover administration fees; forms are available to be personalized to the school.
 - A company or a “qualified donator” that wishes to donate to a particular school can do so through PEF (since donations cannot be given directly to a school and can only be done through a charitable organization such as PEF to qualify as a charitable donation).
 - Memorial funds can be set up through PEF.

- Several PEF fundraising events scheduled (All the Way with the IMPACT on Saturday April 15th, 2017, and Spectrum Voices – “A Lyrical Scrap Book” on May 12th and 13th, 2017).

Ethics Consultation: Internal and External Consultations subcommittee has compared the existing and new policies; draft of response will be posted to Basecamp for comments/ discussion; final draft will be voted on via email.

Consultation for Immovables: Since this consultation affects each individual school and centre and does not have a direct impact on PC, reps did not feel it was necessary to address; motion passed to not respond.

Programs & Services Survey: survey of extra-curricular activities will be done via parent reps in order to compile a data bank; draft is in its advanced stage and will be presented at the May 4th meeting.

Meeting Summary Report (MSR) Distribution: motion was passed to forward MSRs to all governing board chairs, given the fact that many parent reps have not been attending PC meetings on a regular basis, and in order to ensure information from the PC gets disseminated to the GBs.

2018 – 2019 school calendar: three options were provided by the administration to choose from; #3 was chosen as it contained a PED day between spring break and the Easter break.

VARIA:

- LGBTQ+ – Petition calling for additional info regarding LGBTQ+ issues to Sexuality Education Curriculum in High School presented to the PC; the student responsible was on hand to explain and answer questions.
- Invitation received to the COMECH Quebec (Committee for the Enhancement of the Curriculum of History of Quebec) press conference to be held on Monday April 10th, 2017 at 10am at the Gavin Business Center to discuss and express concerns regarding the Sec III and IV History curriculum.
- Likely to have a presentation on Learn Quebec at the May 4th meeting.
- Invitation to SNAC “Transition to High School” Workshop on Thursday April 27th, 2017 in LBPSB Board Room.
- The Parent Structures subcommittee will be formed once again this year – to be chaired by Shane Ross – to look at how the (new) current PC structure has functioned and to identify and address issues; all parent reps are invited to give their input; date of first meeting TBD.
- Another issue of the Parent2Parent newsletter is planned for the end of the school year.
- Demographics & Enrolment subcommittee waiting for the results of the parent survey to come out to examine them.
- Programs & Services subcommittee has met and has enacted several action plans regarding programs, services, and curriculum.
- LBPSB Annual Report is out and available on the board website.
- NSBC Conference recently took place in Denver; highlights included “Next School Concept,” Dual Language Learning, Personalized Learning.
- Excel doc created by a SNAC parent listing the programs at each school for information purposes; will be made available to the Programs & Services subcommittee.
- LBPSB Facilities & Security – repairs and renovations to take place at many schools, ongoing discussions re. water quality tests recently taken at Sunshine Academy, discussions regarding effectiveness of how accidents at schools are reported (no set standard), noted that energy efficiency programs put in place years back have proven to be extremely cost effective.
- LBPSB Intercultural Advisory Committee (IAC) – survey was put together to compile data on intercultural and human rights education in our schools, a list of presenters for intercultural events is being compiled, website update in progress, TTFM results were addressed in relation to IAC.

- Admin – Preliminary registration numbers for 2017 - 2018 were mentioned with a decrease of approximately 360 students (actually smaller than was expected), initial staff allocations to be made from those numbers, one summer school location to be switched from St. Thomas to LPHS due to construction.

REPORTS: (hyperlinks to the Parents' Committee website)

- Elementary West Subcommittee Report
- Elementary East Subcommittee Report
- High School Subcommittee Report (none)
- SNAC Report

DATE OF NEXT MEETING: May 4, 2017

Please note this document contains live hyperlinks. To access to electronic version, please visit:

<http://parents.lbpsb.qc.ca/reports>