



2018



2019



Clearpoint Elementary School Governing Board Minutes of Meeting

Written by: Dov Bensimon

Location: Clearpoint Elementary School	Date: Wednesday, October 3, 2018	Time: 6:30 – 8:21 p.m.
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Attendees Governing Board (GB) Members:	Attendees GB Substitutes:	Attendees Parents/other:	Absent:
<ul style="list-style-type: none"> • Bill Mang • Carol Rabbat • David Estok • Dov Bensimon • Janine Von Bauer • Katherine Wiebe • Liz Lopez • Louise Sudia 	<ul style="list-style-type: none"> • Marie-Flore Gignac • Miranda Tubbeh • Sandra Fisher • Susan Lariviere • Suzanne Larkin • Tassie Fyon • Tayba Huot 	<ul style="list-style-type: none"> • Helene Kalaganis-MacTaggart • Danny Trotto • Audrey Lambert • Tatiana Mendez • Wendy Mendoza • Mark Lucke 	<ul style="list-style-type: none"> • Linda Harbert • Patricia Beach • Rita Gulli • Sue Bell • Maria Benavides
			<ul style="list-style-type: none"> • Allison Saunders • Garry Saunders • Wayne Clifford • Mark Christiano

Agenda		
<ol style="list-style-type: none"> 1. Welcome 2. Election of chair and secretary 3. Approval of the Agenda 4. Approval of the Last Minutes 	<ol style="list-style-type: none"> 5. Public & Member Question Period 6. Business Arising 7. New Business 8. Field Trips, Fundraisers & Activities 	<ol style="list-style-type: none"> 9. Reports 10. Varia 11. Correspondence 12. Date of next meeting 13. Adjournment

1. Election of chair and secretary
 - A round table was done for all present at the meeting to introduce themselves. Katherine and Dov were both nominated and acclaimed as chair and secretary, respectively, of the Governing Board. Both accepted the nomination.

2. Approval of the Agenda
 - Following the addition of the [TCBY](#) fundraiser to the agenda, it was approved by all and none opposed following a motion by Marie-Flore and seconded by Suzanne.

3. Approval of the Minutes from Wednesday, September 5, 2018
 - The minutes from both these meetings were approved by all, after a motion by Sue which was seconded by Carol.

4. Public questions
 - No questions from the public.

5. Business arising

- Liaison to the Special Needs Advisory Committee ([SNAC](#)): Katherine reminded the meeting that it is possible for a member of the GB to act as SNAC liaison, provided that member has a child with an Individualized Education Plans (IEP). SNAC meets once a month at the school board head office in Dorval. Tayba said she would consider this role, but needs to find out more about when the meetings are. All were comfortable with that.

6. New Business

- **Ballots from GB election:** Katherine put forward a motion that was seconded by Carol to have the ballots from the election at the previous meeting (September 5, 2018) destroyed. The motion was approved by all without opposition.
- **Review of the GB “Essential Agreements” document:** Katherine mentioned some spelling and formatting issues that need to be corrected in the document, but otherwise there is nothing to change. MF moved and Louise seconded the motion to move forward with agreement, meaning that revision dates in the document will be updated and the corrections mentioned above will be applied. This document will either be stored on the [Home & School website](#) or on the [school website](#).
- **GB website:** On Clearpoint website, there are [short biographies for GB members](#). Katherine asked members to update their bios or write one if they don’t already have one. This information can then be sent to Katherine. It was suggested to include a photo of each member of the GB.
- **Hot lunch program – Chartwells:** the idea of bringing a hot lunch program into the school was presented to the meeting by Rita. Meal choices are made on a weekly basis and a minimum of 50 orders per day are required to run the program. It was suggested to send a survey to parents to gauge interest. If sufficient interest exists, it then takes 6-8 weeks to put the program in place. Orders are placed online and the food is dropped off at school daily. Meals are between \$5 and \$6 each. In the ensuing discussion on the topic, concerns were raised about the fact that Chartwell’s cannot guarantee nut free meals because of potential cross-contamination. It was mentioned that there is a student in kindergarten that has a severe egg allergy (airborne or otherwise), which makes cross-contamination a big issue. It was pointed out that sometimes parents pack lunches that are contaminated with allergens. A motion to get more information from Chartwells on this program was voted on, with 4 in favour, 8 opposed and 1 abstention. As a result, the motion did not pass. It was agreed that this idea could be revisited next year, if desired, but that for the 2018-2019, it would not be considered. Tayba motioned that this idea be discussed next year. The motion was seconded by Carol. All were in favour and none opposed.

7. Field Trips, Fundraisers & Activities

- **Ratification of email votes:** A motion to ratify email votes held since the last GB meeting was put forward by Sue and seconded by Bill. These votes were in favour of the October 5, 2018 pedagogical day ([CLUBFY](#)), as well as rental requests from the Girl Guides, for ringette and the by the Resurgent church on Friday October 12 from 6-8 p.m. as well as the Champs basketball activity. All were in favour of this motion and none were opposed.
- **TCBY fundraiser:** Home & School proposed a [TCBY](#) fundraiser which would be run by grade 6 and which will take place Fridays at lunch time. The first date would be Friday 19 October 2018. There

are 17 dates in all, twice a month and they occur on opposite weeks to those with pizza lunches. The cost would be about \$3.75. [*Ed. Note:* the exact amount was later confirmed to be \$2.75 per serving (125 g)]. Tayba asked about the school board food policy and what the frequency of fundraisers that is allowed. The meeting was informed that the school board allows three fundraising activities per school year. There is a limit to the number of fundraisers so as to not interfere with the service that Chartwells offers in several schools in the school board. Suzanne and Sue mentioned that it should be verified if there are eggs in TCBY. A quick check revealed that there are none. A motion to approve this fundraiser was put forth by Tayba and seconded by Sandra. All were in favour and none were opposed.

8. Reports (in order of presentation at the meeting):

- **Commissioner's report:** Wayne sent his regrets and his report in advance of the meeting. The full report is included as an annex to the minutes of this meeting.
- **Principal report:** The report from the principal was presented next and is included as an annex to the minutes of the meeting.
- **Primary Years Program (PYP):** The first units of the school year are coming to an end in the next 10 days.
- **Physical education:** The Terry Fox run was held on 19 September 2018 with great weather in place for the race. A representative from the Terry Fox Foundation came to speak to students. Lunchtime football has started for grades 5 and 6: the teams are captained by grade 6 students. They are responsible for organizing the teams and refereeing. Handball, soccer, touch football, basketball and floor hockey are also offered at lunch time. There are over 70 participants in these activities. Clearpoint tennis club for grade 4 is running currently through the end of October. New climbing ninja wall in the gymnasium is a big success. New soccer nets are in place now in the school yard. Cross-country practices started today.
- **Grade 1:** Jeanine mentioned that children are being taught about staying safe.
- **Kindergarten:** Suzanne mentioned that the children are baking a gingerbread man. After the baking was done, the children went looking for him. Interviews done with key players in the building. Next week the students will learn about masterpieces. There will be a total of 5 units taught in kindergarten.
- **Grade 4:** Miranda mentioned that the end of the unit on biology is coming up soon. There was a yoga instructor and a nurse coming in to talk to the children.
- **Grade 3:** A unit on habitats was taught by Sandra Fisher. Children put lard on their hands to learn about insulation. They will start work on dioramas tomorrow. The students are decorating cut-out whales based on information they get from non-fiction texts.
- **Grade 2:** (presented by Bill and Susan) Students recently attended a presentation by half a gym class because of representative from the [Rick Hansen Foundation](#). A woman who had a similar accident to Rick Hansen's came to talk to the students about the accident and the impact on the body. This was done in the context of the "Heroes" unit.
- **Grade 5:** (presented by Susan) Children are learning about art and how it depicts emotions. The unit is slowly wrapping up.
- **Grade 6:** (presented by Susan) Students are learning about systems of government.

- **Daycare:** Tassie indicated that in September there were 213 students registered in daycare. Now more than 100 children are regularly registered for pedagogical days. Tassie presented the list of such days for the year:
 - Friday, October 5, 2018: ClubFY, cost \$25.
 - Friday, October 26, 2018: outing by bus to [Funtropolis](#) in Laval, cost \$30.
 - Thursday, November 29, 2018: Dynamix pedagogical day, cost \$24.
 - Friday, November 30, 2018: Students will walk to Stewart Hall for an outing, cost \$13.
 - Friday, February 8, 2019: Canada Winter Games at school, cost \$10.
 - Monday, April 1, 2019: [Enfant et compagnie](#), cost \$30.
 - Friday, May 3, 2019 : Sports day at school with pizza lunch, cost \$15.
 - Friday, May 17, 2019: Decibel Science, cost \$28.
 - Friday, June 7, 2019: Outing to nearby park, cost \$10.

Tassie mentioned that she gladly welcomes parent volunteers to help with these days. A motion to approve these activities was put forward by Suzanne and seconded by Carol. All were in favour and none opposed.

Tassie mentioned that the Champs basketball activity after school is very popular. Tayba asked about more after-school activities are being considered for children in daycare. It was mentioned that some logistics need to be considered before opening any activities to all children, not just those in daycare, but this will be given consideration.

- **Home and School:**
 - Linda mentioned that Home & School is starting lunch activities. The following activities will be offered: robotics, arts, chess, hip hop, green team, karate, yoga, drama and circus. Most courses will cost between \$50 and \$75. Online registration will be offered. Lunchtime activities will also be offered to children in kindergarten starting in 2019. The activities usually take about 40-45 minutes, giving students 15-20 minutes for lunch.
 - Saturday, December 1, 2019 will see the annual holiday fair take place from 10:00 a.m. – 3:00 p.m. There will be a cost of \$45/table for craftspeople. Tickets will be sold for a raffle and there will be a bake sale. Grade 6 will offer a coat check.
 - The [Budding Artist](#) fundraising campaign will kick off on Thursday, November 1, 2018. It will be requested teachers in kindergarten through grade 2 do the art as a class activity. Older children may do it in class, but this will be at the teacher's discretion.
 - Helen informed the meeting that a comedy night will take place on Friday, February 1, 2019.
 - A new fundraiser, called "Recipe in a Jar", was presented to the meeting. This will start on Friday, October 12, 2018. The jars are \$10 each, of 3 jars for \$28. 50% of the cost of the jars will go to Home & School. The fundraiser will be run until Monday, November 5, 2018 for paper forms and until Sunday, November 11, 2018 online. The school should receive these jars on Thursday, December 13, 2018. It was suggested that parents be able to check the ingredients before ordering online.
 - A motion to approve all of these activities was put forth by Tayba and seconded by Liz. All were in favour and none opposed.
- **Clearpoint Parent Representative to LBPSB Parents' Committee:** Allison sent her regrets and her report in advance of the meeting. The full report is included as an annex to the minutes of this meeting.

9. Varia

- None.

10. Correspondence

- GB training for members on October 18th. Liz, Tayba and Katherine will attend. MF may attend.

11. Date of next meeting

- Before setting the dates of the upcoming GB meetings, it was suggested to synchronize them so as to occur just after staff council meetings, which are normally held on the second Tuesday of the month. As a result of these considerations, the next meetings of the GB were set as:
 - 14 November 2018
 - 12 December 2018
 - 16 January 2019
 - 13 February 2019
 - 13 March 2019
 - 10 April 2019
 - 8 May 2019
 - 12 June 2019
- All meetings are held on Wednesdays at 6:30 p.m. in the school library unless otherwise noted.

12. Adjournment

- A motion to adjourn the meeting was put forth by Suzanne and seconded by Louise at 8:21 p.m. All were in favour and none opposed.

Annex A – Report of the Commissioner

Commissioner’s Report – Governing Board –Sept.24, 2018.

Council began with a thank-you to outgoing co-chair of the Central Students Committee, Miranda Bohns who has graduated and is moving on. A ceremonial signing of an agreement between the Lester B. Pearson School Board and L’Association of Retired School Employees (LARSE) represented by LARSE President, Tania Kinsella. to engage in mutual interests. The agreement allows for occasional access to facilities for some of the activities of LARSE and commits the Board to design a portal where retirees, schools and centers will be able to connect regarding volunteer opportunities and mentorship.

Following reports on the successful beginning of school from Chairman Noel Burke and Director General Michael Chechile, correspondence from the Minister of Education, Recreation and Sports, Sebastien Proulx, were acknowledged including Bill 185, postponing School Board elections for 2 years, thus extending our mandate as commissioners. Among the Ministry’s correspondence was permission for the Board to sell Orchard School in LaSalle to Marguerite Bourgeois School Board and authorizing our Board to execute capital projects in 2018-19 in the amount of \$2,897,135.

Committee Reports from some of the Standing Committees which had already met since the beginning of the school year, were received. Forthcoming annual meetings of the Special Needs Advisory Committee and Parents’ Committee were announced for later in the week.

A resolution was passed designating the firm Collectiva services en recours collectifs inc. as webmaster and external administrator and Societe GRICS to be retained in connection with the school fees court case.

A motion was passed supporting Bill 103, an act to strengthen the fight against transphobia and improve the situation of transgendered minors and it will be recommended that QESBA also extend their support.

Multiple resolutions allowing the Board to seek professional and architectural services for forthcoming capital projects to take place in 2019, were passed.

Council meetings are archived on the School Board website and official minutes will appear on the website subsequent to their acceptance at the next Council meeting.

The next regular meeting of the Council of Commissioners is scheduled for Monday, Oct.29th at 7:30 pm.

Respectfully submitted,

Wayne Clifford Commissioner – Ward 12

Annex B – Report of the Principal

October 3, 2018

Governing Board Principal's Report
Respectfully submitted by David Estok



-New Staff – Sue Larivière our ib coordinator has been providing training about the PYP to new teachers on staff, as well as for the student teachers working with us.

-Review of Clearpoint Assessment Policy – Teachers have conducted a review of our Assessment policy, bringing it up to date. No significant changes. We have also made some changes to our **Standards and Procedures document**. This reflects a move made by the school board away from board mandatory exams in certain subjects at certain grade levels. This means that we will not be doing exams in grade 3 math, and grade 4 English and grade 4 French. Instead a less formal formative assessment will be given that will encompass some elements of the former exams, but will be less lengthy. This means that how some marks are calculated will be slightly different in these subjects at these grades. This will be reflected in the Standards and Procedures document that will be sent out to parents shortly.

-Early Literacy Intervention – This year all schools have received extra resource support through specific measures from the Ministry. Our allocation was an extra 70% of a teacher post, which we are using in different ways throughout the school. One of the ways we are using this extra support is to establish an early literacy intervention plan for cycle 1. What this means is:

- The master schedule of the school was constructed to minimize interruptions in the blocks of teaching time that teachers have with their students in grades 1 & 2.

- This has also allowed us to set up an 8 week program where students are re-grouped and receive an intensive 30 min block of literacy instruction. This instruction will mostly be done in English, because research has shown that early literacy intervention to support any students struggling with reading should be done in their mother tongue.

-Field Trip up-date: Teachers have started to plan some field trips for their students. The school board has provided us with an extra \$30 / student to allow teachers to begin to organize some outings. The Ministry has allowed for some outings to take place that parents can be charged for if they can be considered cultural outings, and are optional for parents to have their child participate in. Some requests for approval of field trips may be coming to GB for review and approval based on these parameters.

-Terry Fox – thank you to everyone who made our Terry Fox run on Sept. 19 a success. Thank you to Mr. Bill and Ms. Yates and all our staff who organized the day and were able to bring a speaker from the Terry Fox foundation to address the students. Thank you to the parent volunteers who helped out and to the Home

& School for the donation of apples for the students. Congrats to the students – not sure of the total amount raised so far, but will keep you posted.

-Pride tags and Action leaves. Many students have been recognized already for demonstrating some of the Learner Profile Attributes and the ib attitudes. Parents should receive an ‘I See Ib card’ when their child has been given a pride tag explaining what he/she is being recognized for. It would be great for parents to reinforce the ib vocabulary at home when talking about how your child has been recognized. Taking action is an important part of the PYP, and we encourage parents to share actions our students take outside of school to make the world a better place. As you know the Action log is on our website.

-The **Interim report** will be issued on October 12th using the Fusion portal. The format will be very similar to that used last year in that it will be a very general assessment of how children are doing early in the year. No formal grades are part of the interim report.

-Extra soccer nets – we have had some extra soccer nets professionally installed this past week. Thank you to Mr. Bill and Ms. Yates for organizing this. We are hoping this will allow a more equitable use of space in the yard for sports.

-PEF has asked to give an up-date to GB and Home & School regarding funds available:

- Clearpoint general fund - \$608.44
- Library refurbish fund - \$429.67

Annex C – Report of the Clearpoint Parent Representative to Lester B Pearson School Board (LBPSB) Parents’ Committee



Lester B Pearson School Board Parents’ Committee

LBPSB Parents’ Committee October 2018

Submitted by: Allison Saunders

SUMMARY

LBPSB Parents’ Committee – AGA Part 1 September 27,
2018

7:00 PM, LBPSB Head Office

- ✓ The 2017-2018 Parents’ Committee Annual Report was presented and approved
- ✓ The PC structure was explained
- ✓ Internal and external communications tools used by the PC were explained
- ✓ An ice-breaker activity was held for attendees to learn more about one another
- ✓ The roles and responsibilities of parent reps and alternates were explained
- ✓ The roles and responsibilities of the Advisory Committee members and Commissioners Representing the Parents’ Committee were explained, all of which are positions up for election at the next meeting (October 11th)
- ✓ The roles and responsibilities of the standing subcommittees (Elementary East, Elementary West, High School) and which members belong to each were explained
- ✓ LBPSB committees were introduced; representatives to these committees will be elected at the next meeting (October 11th)
- ✓ The purpose of ad-hoc subcommittees was explained
- ✓ External committees EPCA (English Parents’ Committee Association) and PEF (Pearson Educational Foundation) were introduced; representatives to these committees will be elected at the next meeting (October 11th)
- ✓ SNAC (Special Needs Advisory Committee) was introduced and its 2018- 2019 members were confirmed
- ✓ New practice of Mentors and Mentees (veteran members acting as guides for new members) was introduced and members were invited to sign up.

DATE OF NEXT MEETING: October 11, 2018