



2018



2019



# Clearpoint Elementary School Governing Board Minutes of Meeting

Written by: Dov Bensimon

Location: Clearpoint Elementary School		Date: Wednesday, June 12, 2019	Time: 6:20 – 8:46 p.m.
Attendees Governing Board (GB) Members:		Attendees GB Substitutes:	Attendees Parents/other:
<ul style="list-style-type: none"> <li>• Bill Mang</li> <li>• Carol Rabbat</li> <li>• David Estok</li> <li>• Dov Bensimon</li> <li>• Garry Saunders</li> <li>• Janine Von Bauer</li> <li>• Joanne Barette</li> </ul>	<ul style="list-style-type: none"> <li>• Katherine Wiebe</li> <li>• Kelly Scheldeman</li> <li>• Louise Sudia</li> <li>• Marie-Flore Gignac</li> <li>• Miranda Tubbeh</li> <li>• Suzanne Larkin</li> <li>• Tassie Fyon</li> <li>• Tayba Huot</li> </ul>	<ul style="list-style-type: none"> <li>• Audrey Lambert</li> <li>• Danny Trotto</li> <li>• Tatiana Mendez</li> <li>• Wendy Mendoza</li> </ul>	<ul style="list-style-type: none"> <li>• None.</li> </ul>
			<ul style="list-style-type: none"> <li>• Allison Saunders</li> <li>• Helen MacTaggart</li> <li>• Linda Harbert</li> <li>• Liz Lopez</li> <li>• Marc Lucke</li> <li>• Mark Christiano</li> <li>• Patricia Beach</li> <li>• Wayne Clifford</li> </ul>

<b>Agenda</b>		
1. Welcome	5. Business Arising	9. Varia
2. Approval of the Agenda	6. New Business	10. Correspondence
3. Approval of the Last Minutes	7. Field Trips, Fundraisers & Activities	11. Date of next meeting
4. Public & Member Question Period	8. Reports	12. Adjournment

## 1. Welcome

- Katherine welcomed everyone to the June meeting of the Governing Board. She thanked Tassie for the food being offered at the meeting, as well as the setup of the staff room.

## 2. Approval of the Agenda

- David asked to add an item to the agenda pertaining to daycare policy rules and regulations. A motion to accept the proposed agenda was initiated by Kelly, seconded by Carol and approved by all unanimously.

## 3. Approval of the Minutes from 12 & 31 May 2019

- David noted that the date of the principal report should be changed to 7 May 2019. Dov will make the change to the minutes.
- David mentioned that the school decided to assume cost for babysitting course mentioned in the minutes. Dov will add a note to this effect in the minutes.
- Pending these two changes, the minutes from the last meeting were unanimously approved by all, after a motion by Suzanne which was seconded by Louise.

4. Public questions

- None.

5. Business arising

- **Consultation on Video Surveillance Policy:** The discussion on this policy started by questioning whether the stated 45-day retention policy is long enough in case of problems that need to be investigated. It was also asked how complicated managing these recordings is. Most recording software automatically erases oldest entries with new ones once the maximum retention time is attained. There are currently no cameras at Clearpoint. There have been no problems within the school warranting installing them in the past, though there have been some incidents of vandalism outside. This is likely what the video would be used for. It was noted that the video would be visual only, thus not including audio. Since the discussion answered the questions and concerns raised at the meeting, Katherine will send a response to this consultation saying that there were no comments from the GB.

6. New Business

- **Budget proposal for 2019-2020 school year:** David went over the proposed budget for the upcoming year, mentioning that this is the last year that the current budget template will be used. A new template will be used, which will include grants as well as the school's local revenues and expenditures. It was clarified that in-trust amounts indicated in the budget represents money that was collected for a particular purpose. Fundraising efforts to support grade 6 graduation activities is an example. The meeting was reminded that actual amounts in the budget will be based on student enrollment.
- **Grant from the Ministère de l'Éducation et de l'Enseignement Supérieur (MEES):** The GB was informed that the MEES allocated a grant to Clearpoint. These funds were largely used to pay for resource teacher posts and integration aides in the school. Funds were also allocated that were used to increase amount of time that kindergarten teachers are released. Some of the funds were also used to prolong "francization" program to students beyond the date it normally would have been ended. The school is looking into starting a homework program for next year. Remaining funds were used for items such as furniture, special projects (e.g. poetry café), iPads, Boys R Us, GIMAC, field trips and the library.
- A motion to accept proposed grants was put forth by Suzanne and seconded by Carol. A motion to approve the proposed budget was put forward by Suzanne and seconded by Jeanine. Both were approved unanimously.
- **Daycare budget proposal for 2019-2020 school year :** Tassie reviewed the budget for the upcoming year. The format of the template for daycare will not be changing, unlike that for the school. Revenues are expected to increase next year. Many parents have already re-registered their children: 180 students are registered via the Fusion website. Tassie expects to have around 220 students in daycare. It was suggested that Fundscrip gift cards for IGA could be used to pay for snacks for daycare, so that a percentage that would come back to the school. Currently,

snacks are paid for through the school board. This will be looked into. A motion to approve the daycare budget proposal was moved by Miranda and seconded by Kelly. It was accepted unanimously by all.

- **School Fees:** David reviewed the proposed school fees for 2019-2020. He reminded everyone that the proposed increase to the IB fees was discussed at the last meeting. A discussion around the use of agendas took place. It was pointed out that agendas get used very little in some classes. The meeting was informed that staff had a discussion about the topic, and some teachers were more in favour than others to use agendas. It is quite dependant on the teacher and the grade level. The meeting was reminded that the agenda is also used to distribute the code of conduct for the school and that the school is obligated to distribute this. It was suggested to bring this conversation up again in December 2019 to see if it makes sense to keep using agendas for the following school year. It was explained that the cost for French workbooks is sometimes less expensive for certain grades because some teachers have chosen to photocopy pages instead of ordering commercially available student workbooks. It was mentioned that the school will absorb the cost of the grade 3 French workbooks. The meeting was informed that some increases in school fees are based on increased costs of supplies. A motion to approve the school fees was moved by Louise and seconded by Janine. All were in favour and none opposed.
- **School schedule for 2019-2020:** The MEES announced that it would be mandatory for schools to hold two 20-minute recesses for students starting in the 2019-2020 school year. In order to accommodate this change, Clearpoint suggested having a first recess from 10:00 a.m. to 10:20 a.m. and a second one from 2:10 p.m. to 2:30 p.m. Having this second recess at the end of the day would avoid breaking up valuable instructional time. In order to accommodate this second recess, lunch time would be shortened from 11:20 a.m. to 12:10 p.m. The meeting was informed that the school is also constrained by bus arrival and departure times, which are set by school board. In the ensuing discussion, it was suggested to have the second recess immediately at the end of the lunch hour, but David was under the impression that this was probably not allowed. It was asked if the second recess could occur elsewhere in the afternoon. For example, if the children didn't go outside so as to minimize time lost getting changed, especially in winter, this could be better use of the time. When asked if it was definitely a requirement for the 2019-2020, the meeting was informed that it was, though it may be challenged by school boards. Discussions had also taken place on this topic at the staff council meetings at the school prior to the GB meeting. Finally, David accepted to enquire as to whether or not the second recess could be added to the end of lunch time. The GB will have an extraordinary to discuss this question further on Friday, 14 June 2019 at 3:00 p.m.
- **Anti-violence and anti-bullying plan:** David described some of the changes made to the document. He mentioned that appendices were added, as well as a section on on-line behaviour. The updated plan was approved on a motion by Tayba and seconded by Bill. All were in favour and none opposed.
- **Code of conduct:** David highlighted changes made to this document. One modification was made pertaining to electronic devices and cell phones. Although the use of personal electronic

devices is not a huge problem in the school, it is enough of a concern to warrant addressing it. An addition was also re-inserted (as had been done in the past) for parents and students to sign saying they have read and understood the document. It was suggested to change some of the the wording regarding appropriate clothing to be less gender-targeted. This will be considered for the next revision of the code of conduct. A motion to approve the document was moved by Miranda and seconded by Tassie. All were in favour and none opposed.

- **Tell Them From Me Survey spring results:** this survey was handed out to students and is a follow-up from the survey done earlier in the year, but with different questions. Results from Clearpoint don't differ much from national norms. Also, it was noted that there are rarely big changes from one year to the next. As a result of conclusions drawn from previous surveys, some teachers are modifying how classrooms set up so as to lessen anxiety so that students can relax more. It was mentioned that students don't currently receive a follow-up on survey results, so the school is developing procedures on how to do this. Students also don't always get enough information on how to fill the survey out. Giving them more guidance on this may help in getting more accurate results. It was felt that a plan is needed for the start of the next school year on how to get the children more involved and have them discuss the results. In response to a question about if children are ever alone at recess, it was noted that some are, but that some children prefer to be alone at recess and it's not as a result of being excluded by others.
- **Daycare rules and regulations:** these are posted on the [school website](#). Tassie updated dates in the document, as well as lunch times. She included all the holidays for the upcoming school year. She mentioned that fees for daycare are still the same, at \$8.35/day. The document was approved on a motion by Kelly, seconded by Marie-Flore. All were in favour and none opposed..

#### 7. Field Trips, Fundraisers & Activities

- **Pool day:** An outing to Lakeside swimming pool is planned for Monday, 17 June 2019. The outing is planned between 8:00 a.m. and 2:00 p.m. for grades 1-6. The visits to the pool will be staggered by grade. Students will walk to and from the pool. A motion to approve this activity was put forward by Louise and seconded by Joanne. All were in favour and none opposed.

#### 8. Reports:

- a. **Commissioner's Report:** The full report is included as an annex to the minutes of this meeting.
- b. **Principal Report:** The report from the principal is included as an annex to the minutes of the meeting.
- c. **Primary Years Programme (PYP):** David thanked David Dufresne and Jennifer Pinard, who are filling in for position of IB coordinator through the end of the school year. No new information regarding this position for the 2019-2020 school year was announced.
- d. **Teachers:**
  - **Physical Education:** Bill informed the meeting that the Halo Run held in May had a record participation, with 4 buses full of students, equating to about 150 children. The

Jump Rope for Heart fundraiser took place in May and saw many parents volunteering. This effort raised \$5345, with donations being increasingly made online. A track meet was held at Riverdale since the last meeting with a good participation of about 100 students. The lunchtime soccer league will soon be finishing up. A basketball game featuring teachers versus students will take place on 13 June 2019. New treadmills were purchased to go along with exercise bikes. The recent Boys R Us day was a success with a big turnout.

- **Kindergarten:** Joanne informed the meeting that the students led an assembly on curiosity last week. Students welcomed the assembly in about 10 different languages. The last unit of the year is entitled “Totally Terrific Me”.
- **Grade 1:** Joanne explained that the last unit of the year is entitled “Les Métiers”. As part of this unit, about 8 parents have come into one class to talk about their profession, and 4 parents came into another class.
- **Grade 4 :** Miranda talked about the media and advertising unit students are learning about now. They are very much into it and discussing logos from companies, the cost of advertising at events like the Super Bowl and how to fit humour into advertising, amongst others. A teacher from CEGEP came in to talk to the students about this topic.
- **Grade 5:** Kelly informed the meeting that students are finishing the unit on historical structures. They created a map of where students have travelled in the world. Bridges that students built as part of this unit were presented today in class.

e. **Daycare:**

- Tassie informed the meeting that students have been making gifts for Father’s Day. The cookbook put together by the daycare is ready to be shared. It will be emailed to parents of daycare students as a PDF file. It was suggested that the cookbook could be made available on school web site as well.
- Registration for daycare for 2019-2020 on the Fusion web site is going well.
- Today was the year-end show as part of the Cabaret Kids after-school activity. Tassie recognized Randi Canter, who did a great job getting the children ready for the show. Tassie indicated that she hopes to offer this activity again with Randi next year.
- 21 June 2019 will be a shortened day, with school dismissal at 11:30. Tassie is asking parents if their children will be attending daycare that day.
- Katherine thanked Tassie for all her efforts and all the activities organized at daycare.

f. **Home and School (H&S):**

- The [School Kits](#) price lists were sent to David for approval. 19 August 2019 will be delivery date for the kits at the school.
- The Clearpoint BBQ, held on 31 May 2019, was a huge success. A final call for volunteers worked well, with many people offering to help and leading to a very smooth setup.
- A corn roast is being planned in September to kick off year. After some discussion, it was suggested that Friday, 20 September 2019 would be a good date for this event. The proposed rain date is Thursday, 26 September 2019: the next day is a pedagogical day. A

motion to approve the corn roast was put forth by Louise and seconded by Tassie. All were in favour and none opposed.

- H&S held its Annual General Meeting on 11 June 2019. A number of different positions were filled through elections, including Tayba taking the role of president. Fundraising efforts that H&S made over the last year led to good profits benefitting the school.
- In the discussion about the H&S elections, the meeting was reminded that five positions on the GB are up for re-election for the 2019-2020 school year. It was suggested to have terms of one year for some positions. This will be discussed further at the September GB meeting.

g. **Clearpoint Parent Representative to LBPSB Parents' Committee:**

- As neither parent representative was in attendance at the meeting, no report was presented.

9. Varia

- None.

10. Correspondence

- Katherine received an invitation to attend an information session on [Major School Change](#) on Tuesday, 18 June 2019. As she is unable to attend, Dov will attend instead as the representative of the Clearpoint GB.

11. Date of next meeting

- The next meeting of the GB will be held on Wednesday, 11 September 2019 at 6:30 p.m. in the school library. This will be the last GB of the 2018-2019 school year. It will be followed by the Annual General Assembly (AGA) at 7:30 p.m.

12. Adjournment

- A motion to adjourn the meeting was put forth by Louise and seconded by Tassie at 8:46 p.m. All were in favour and none opposed.

## Annex A – Report of the Commissioner

### Commissioner's Report Governing Board – May-June, 2019

First of all, congratulations to everyone associated with the LBPSB'S organization of the AAESQ / QESBA Spring Conference held May 23-25<sup>th</sup> in Mont Tremblant. BHS Bands provided great entertainment to the administrators and commissioners gathered at this annual event. Special congratulations to our 2 Student Commissioners who were members of a 4 member Central Students Committee Student Panel on Wellness who shared their thoughts, beliefs and ideas on how we all can contribute to improving students' wellness in schools at two workshops.

#### News from the May 27<sup>th</sup>, 2019 Meeting of the Council of Commissioners

- Council honoured retired BHS principal Michelle Harper for being named one of Canada's Outstanding Principals of 2019.
- Several senior administrative appointments were made by Council:
  - Colleen Galley, currently the Principal of Pierrefonds Comprehensive High School, was appointed Director of Schools - Region 2 (BHS' region), effective May 28<sup>th</sup>
  - Maggie Soldano, currently Director of the PACC Centre (Vocational) was appointed Director of Continuing Education, effective June 10<sup>th</sup>
  - Martine St-Pierre, currently a Coordinator of Human Resources, was appointed Assistant Director of Human Resources, effective July 1st, 2019.
- In addition to these administrative changes, Council approved a wide number of School and Centre Administrative Changes for 2019-2020 throughout the board including Dion Joseph being named Principal of Westwood Senior High School being replaced at P.E.T.E.S. and at Soulanges Elementary by Michael White (currently a Vice-Principal at John Rennie High School).
- Following detailed study by the Long-Term Planning Committee, Council launched a Major School Change consultation focused on rationalizing our High School and Continuing Education networks. The following schools and centres are identified for possible change in the MSC document: Beurling Academy, Lakeside Academy, Lindsay Place, St. Thomas, Place Cartier (w/Allancroft Campus) and SACC (Sources Adult & Career Centre). Final decisions are to be taken by Council no later than January 15, 2020 for implementation in the 2020-2021 school year. While not implicated directly, BHS could see an enrollment increase depending on the outcomes for the other schools involved.
- The Pearson Educational Foundation (PEF) announced the good news that they will be re-opening their School Grant Program for the 2019-2020 school year. PEF will be contacting all schools in the fall with details and encouraging teachers' applications for projects.
- The next Council of Commissioners Meeting will be held **Tuesday** June 25<sup>th</sup>, 7:30 pm in the Boardroom.

\* Live/archived webcasts available on the Board website.

Respectfully submitted,

**Wayne Clifford**  
Commissioner – Ward 12

## Annex B – Report of the Principal

June 12, 2019

### Governing Board Principal's Report

Respectfully submitted by David Estok



**Math Competition :** Earlier this year, students in grades 4, 5 and 6 competed in a Canada-wide series of math competitions and did very well. 51 students from grade 4, 5 and 6 participated in the National Mathematica Math contest that took place on April 17th. An assembly was held to honor the students who participated in the contest. The students received certificates and medals were given to the top place winners at every grade level. Clearpoint is very proud to have scored above the Canadian average at all 3 grade levels. Top finalists are Mason Motamedi for grade 4, Leo Talarico for grade 5 and Ewan Macdonald for grade 6 Bravo to all the participants and to the teachers involved in preparing the students for this contest. Thank you to Miss Michelle, Miss Kelly and Ms. Tubbeh. Way to go Clearpoint!

**School Organization:** We are happy that we will be having an extra homeroom next year up to 21 from 20, this is critical as the enrollment at the school continues to grow. The final placement of the extra class has not yet been finalized.

**Entrepreneurship Projects:** Students and staff were honoured in May at the annual entrepreneurship gala, where students' projects from schools all across the Lester B. Pearson School Board were presented. Our grade 2 students and teachers were recognized for Their Entrepreneurship projects "Tide D Seats & Sit Downy", "Sleeves for Swells" and "Sit and Store Pillows". They were among 35 projects recognized out of over 500 applicants for their innovation and originality. The kids designed and created ice pack covers, stools made out of recycled laundry detergent bottles, and comfy storage pillows to use in class. They worked together with their teachers to design and create these amazing inventions. Thank you to our grade 2 teachers, Mme. Jennifer, Miss Melissa, Mme Alexandra, and Miss Dahlia and especially Ms. Della for guiding our kids with these projects! These and other entrepreneurship projects submitted by staff at Clearpoint won over \$8000 in grant money for the school.

**Volunteer Luncheon:** We are honoured to have recognized our volunteers with a luncheon organized by the staff. We thank all who were able to come, and thank the staff for making sure the event was well – planned – a special effort was made to us compostable materials to reduce our carbon footprint. We truly appreciate all of the substantial contributions made to the life of the school by our volunteers! Thank you once more! Thank you again to Miss Melissa, Mme Frances, Mme Rania and Miss Audrey for their work preparing for the event.



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**Home & School Barbecue:** The Annual Family Barbecue took place on May 31, and it was again great fun for parents, staff and students. Thank you to all who came out to support our school, and especially to the organizers who pulled off another incredible event for Clearpoint!

**Boys R Us:** Our first of what we hope to be many more Days for Boys was a great success! Thank you to our community partners who helped with the workshops, to the staff who put in a lot of time with planning and preparation for the day, and to the boys and their dads who came and enjoyed time together. Special thank you to Otis Grant, our keynote speaker.