



2019



2020



Clearpoint Elementary School Governing Board Minutes of Meeting

Written by: Dov Bensimon

Location: Clearpoint Elementary School		Date: Wednesday, May 13, 2020		Time: 6:30-9:15 p.m.	
Attendees Governing Board (GB) Members:		Attendees GB Substitutes:		Attendees Parents/other:	
<ul style="list-style-type: none"> • Bill Mang • David Estok • Dov Bensimon • Katherine Wiebe • Liz Lopez • Louise Sudia • Marc Lucke • Marie-Flore Gignac 		<ul style="list-style-type: none"> • Miranda Tubbeh • Rebecca-Ann Belmonte • Sabrina Lazier • Sandra Fisher • Stuart Kemp • Suzanne Larkin • Tassie Fyon • Wayne Clifford 		<ul style="list-style-type: none"> • Audrey Lambert • Danny Trotto • Maria Benavides • Tatiana Mendez • Tayba Huot • Wendy Mendoza 	
				<ul style="list-style-type: none"> • Carol Rabbat 	
				<ul style="list-style-type: none"> • Catalina Clavero • Garry Saunders 	

Agenda		
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

- Liz opened the meeting at 6:30 by welcoming everyone to the first virtual meeting of the Clearpoint GB. It was pointed out that, given the nature of the meeting, anything decisions that are approved would have to be ratified at a later date.

2. Approval of the Agenda

- The proposed agenda was accepted unanimously, after a motion by Louise which was seconded by Tayba.

3. Approval of the Minutes

- The minutes from the last meeting (12 February 2020) were approved by all but one unanimously, following a motion by Louise, which was seconded by Katherine. One member abstained from voting, being absent from the previous meeting.

4. Public questions

- There were no questions from the public.

5. Business arising

- **LBPSB Budget 2020-2021 Consultation** : This consultation was launched at the start of 2020 and briefly discussed at the February meeting. The deadline for this consultation was extended until 15 May 2020 given the COVID-19 pandemic. There were 5 questions that were posed to the GB. Below are the questions and agreed answers that Dov agreed to send into the board by the deadline.

- Question 1:** What is your relationship to the Lester B. Pearson School Board?
- Answer 1:** We are the Governing Board of Clearpoint elementary school.
- Question 2:** Do you have any suggestions regarding objectives, principles or criteria used to govern the allocation of funds?
- Answer 2:** In light of the current pandemic, health and safety of the people within the schools should be paramount. To help with health of personnel in the schools, it is suggested to have nurses and psychologists available to address physical and mental health issues. It is also suggested to increase funding to allow for distance learning and special education staff (who work one-on-one with students).
- Question 3:** To help us further support our students' success, in your opinion, which of the following resources and programs are essential to supporting high levels of student achievement?
- Answer 3:** Integration of technology is an important element. There are different degrees of comfort amongst the teaching staff with regards to using technology. For some, there is a need for training to become more comfortable with technology. It is suggested that such training should be offered on a voluntary basis, as some teachers are already quite comfortable with technology. The bandwidth available in the school would be an issue if its usage was to be expanded.
- Question 4:** The school boards priority is to maintain buildings in the best condition that is possible within the budgets provided by the Ministry of Education. If there are surplus funds available please choose the school and centre building component that you believe requires the most service, maintenance or replacement.
- Answer 4:** The school could benefit from new furniture in some classes: purchasing extra desks to replace tables that are used in some classes would be welcome. Investing in technology is constantly in demand, and the school would benefit from such investments.
- Question 5:** Other Comments or Suggestions.
- Answer 5:** Once students and staff do return to school, it will be important to have measures in place to make sure all are safe in the building. Cleaning products and personal protective equipment would help to ensure safety.

6. New Business

- **Draft school calendar for the 2020-2021 school year** : The proposed calendar is very close to what was drafted for the current year. Local pedagogical days were highlighted, as were other dates such as “Meet the teacher” night (planned for 3 September 2020) and Parent-teacher interviews (planned for 19 November 2020). The draft calendar was approved in principle following a motion by Rebecca and seconded by Louise. It will have to be ratified at a future meeting.
- **School supply list for the 2020-2021 school year** : The individual lists for each grade level were presented to the meeting. The class supply lists are similar to those for last year. There was some discussion about anti-bacterial gel and sterile wipes and whether or not a specific brand or size can be recommended. The meeting was informed that such recommendations cannot be made, following the class-action lawsuit that was settled recently. It was noted that some school supply lists do not include anti-bacterial gel and sterile wipes. Some classrooms have access to sinks with soap and water, perhaps explaining why certain teachers didn’t include these items on their lists. A comment was made that it would be preferable to have individual hygiene items. If some parents prefer to send items for only their children to use, that is their choice. The proposed lists can be amended to include these hygienic items as optional ones. It was noted that some lists asked parents to label all items with the child’s name, but some lists did not. In some classes, the teachers mentioned that it is important to label everything, while other teachers found that some items weren’t as crucial to label. It was mentioned that with the COVID-19 pandemic, it is more important that students not share supplies, hence having labels on their items. There will be new guidelines to follow for parents and students for the 2020-2021 school year regarding sharing of school supplies. The lists were approved following a motion by Marc and seconded by Louise.
- **Review of new template to be used for the school budget** : The new template for the school budget was described. Previous templates went into great detail, whereas the new one has generally less itemization. This template does, however, have greater detail on revenues that the school has access to. An item entitled “support to schools” is used almost exclusively to pay for resource teacher support. Fees charged to parents are indicated under “revenues”.
- **Consultation on Governing Boards composition** : This consultation was launched by the school board and the deadline to submit comments is 10 June 2020. Katherine mentioned that in the past, comments were made to the effect that there is just one community representative. The response from the board in the past has been that composition will still indicate two representatives. No other comments were made on this topic, which Dov will communicate to the school board.
- **Consultation on 3-year Plan of Destination and Allocation of Immovables** : This consultation was launched by the school board and the deadline to submit comments is 10 June 2020. This plan refers to expected enrolment and expected capacity. This capacity is listed for normal circumstances, but not reflective of the numbers expected during the pandemic. A comment to this effect could be made and would apply to all schools. Dov will send a comment in this regards to the school board, saying “*The current 3-year plan was developed previous to the current pandemic and should be adjusted accordingly to take into account the current*

requirement for physical distancing.” Suzanne motioned to approve this comment and send it to the board. The motion was seconded by Rebecca and approved by all unanimously.

- **Consultation on By-law 1 and 1E (dates of meetings of Council and the Executive Committee) :** This consultation was launched by the school board and the deadline to submit comments is 10 June 2020. No comments were made on this topic, which Dov will communicate to the school board.

7. Field Trips, Fundraisers & Activities

- None to discuss.

8. Reports:

- **Commissioner’s Report:** The full report is included as an annex to the minutes of this meeting.
- **Principal Report:** The report from the principal is included as an annex to the minutes of the meeting. There was a question asked about how many students have registered for the planned return on 25 May 2020: while not being allowed to disclose specific numbers, Mr. Estok indicated that the majority indicated that they wish to keep their children home for the rest of the school year. It was recognized that parents may change their minds, so a new survey on this topic will open on 15 May 2020 and parents will have until 18 May 2020 to answer. Classrooms will not accommodate 15 students: the maximum numbers per class will be less than this. By moving desks around in the classes, it looks like it will be possible to accommodate expected numbers. For the biggest classrooms, it is expected that 12 students may fit, but for smaller rooms, the maximum may be 7. Some staff will not be returning for medical reasons. Integration aids will be returning: as they typically work very closely with students, their ways of working will have to be modified to respect directives for physical social distancing.
- **Teachers :**
 - i. **Kindergarten:** Suzanne thanked parents for their support and encouragement. The experience of packing students’ belongings and delivering them to parents was a unique and sad one.
 - ii. **Grade 1:** No report was presented.
 - iii. **Grade 2:** No report was presented.
 - iv. **Grade 3:** Sandra echoed the comment about the experience of living through a pandemic being surreal. Teachers are trying to make learning fun and are trying to be creative, while being supportive of students. Teachers are very concerned about the well-beings of the children coming back to school. Several committees were formed in school to ensure a smooth return to school.
 - v. **Grade 4 :** Sabrina mentioned that the grade 4 teachers expressed thanks to the parents. She also thanked Mr. Estok for his leadership through this pandemic.
 - vi. **Grade 5:** No report was presented.
 - vii. **Grade 6:** No report was presented. There was a question about what will be done for grade 6 graduation. That is still being discussed at the school. At the moment, the focus

has been on getting school ready. The school staff would like to do something, but it remains to determine what form that will take.

viii. **Gym:** Bill mentioned that it was sad to see activities shut down. There will be no physical education in May and for the rest of the school year. It will be a challenge to see how this can be brought back to school. He expressed his sadness about this fact.

- **Daycare :** Tassie mentioned that Fusion is up and running and encouraged parents to register for the next school year. At the moment, 88% of parents have registered. She is expecting a full daycare for the 2020-2021 school year. Tassie was asked about the recent survey that was sent out regarding daycare: she clarified that it didn't include lunchtime options. There was a question about daycare fees for March: Tassie mentioned that the calendar was stopped on March 12th. Any fees paid in advance will be either credited for the next school year or a cheque will be issued at the end of June to refund parents.
- **Home & School (H&S):**
 - i. Tayba expressed thanks for all the staff. She mentioned that Home & School met on 28 April 2020. At that meeting, the following points were discussed:
 1. A fundraiser was held at Librairie Clio in Plaza Pointe-Claire in March which raised about \$80, but there wasn't much participation.
 2. For the week of Winter Carnaval (24-28 February 2020), snacks that had been purchased for skating ended up being distributed in the school as ice rinks were closed.
 3. There was a vote held at the H&S meeting to approve vegetable baskets from "[Le Panier du Fermier](#)". Tayba ended up picking up many produce items from their location in Laval that Home & School was not charged for. 5 baskets were purchased, one of which went to a family in need in the Clearpoint community. If people know of other families that are in need, Tayba asked that Mr. Estok be informed.
 4. It was approved to use [SchoolKits](#) for school supplies for 2020-2021. H&S is trying to work out lists where all items are optional. A motion to accept this was moved by Suzanne and seconded by Rebecca and accepted by all unanimously. This vote will need to be ratified at a later meeting.
 5. It was decided to cancel every other fundraiser for the balance of the school year, except for the maple syrup fundraiser. Profits from this fundraiser are similar to last year, despite the pandemic.
 6. H&S approved refunds for pizza lunches: work is underway to figure out how to best refund parents, according to how they paid for lunches. It was mentioned that [TCBY](#) frozen yogurt is not a H&S fundraiser, but refunds are being worked on for this initiative as well.
 7. The next H&S meetings are scheduled for 26 May 2020 and 9 June 2020 via Zoom. The Annual General Assembly for H&S will be held immediately after the second meeting. When the constitution of H&S is amended, other positions will be added to H&S.

- **Clearpoint Parent Representative to LBPSB Parents' Committee:**
 - i. Marc mentioned there was a meeting last week.
 - ii. He explained that there was a lot of work done to help with the enormous challenges facing schools. The board indicated that they tried to acquire personal protective equipment (PPE) for all staff, including high school staff. Since high schools are not reopening in May, this equipment will be redirected to elementary school staff.
 - iii. The question of extra remuneration for custodial staff was raised at the meeting. It was acknowledged that it is important to show appreciation for their work through financial compensation. Rebecca mentioned that janitorial staff had much more work now.
 - iv. Discussions also took place about distance learning and issues with school buses, that will no longer be able to carry as many students. There were discussions about school bus drivers, many of whom are older and more at risk.
 - v. The question of how to help students who may injure themselves and what protocols to follow was also talked about.
 - vi. There was also concern about the legality and logistics about holding meetings that are normally public on a virtual platform. The general consensus was that it's important to make a best effort to make the meeting well-known publicly. It was suggested that unofficial minutes could be made available. They would have to be labelled as unofficial minutes, using a draft watermark. This can be applied to Clearpoint GB meetings, so Dov will follow up with the webmaster for the school website in order to have minutes posted more expediently.
 - vii. Finally, it was mentioned that English-language rights groups are still planning to challenge [Bill 40](#).

9. Varia

- It was mentioned that schools are establishing “red zones”, where students can be isolated if they start to present symptoms of COVID-19. Clearpoint has PPE that is available for staff, to use at their discretion.
- In response to a question about whether or not students can use their own masks, the meeting was informed that they could.
- In response to a question about interactions between special needs students and the aides who work with them, it was mentioned that these will be different, but specific cases cannot be discussed at the meeting.
- The possibility of having another meeting before 10 June 2020 was raised. It was suggested to reserve a block of time on 27 May 2020 for another meeting, in case it's needed. It was agreed that should issues arise related to school reopening on 25 May 2020, a special virtual meeting of the GB will be held on Wednesday, 27 May 2020 starting at 6:30 p.m. [*Ed. Note: on 14 May 2020, the day after the GB meeting, the government of Québec announced that elementary schools in the Montréal area would not be reopening for the 2019-2020 school year.*]



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10. Correspondence

- None.

11. Date of next meeting

- The next meeting of the GB will take place on Wednesday, 10 June 2020, starting at 6:30 p.m. using a virtual platform.

12. Adjournment

- A motion to adjourn the meeting was put forth by Katherine and seconded by Tayba at 9:15 p.m. All were in favour and none opposed.

Annex A – Report of the Commissioner

Commissioner's Report Governing Board – May 2020

- Since the school shutdown in March there have been 2 virtual Council Meetings both of which are archived on the Board website: <https://boardsite.lbpsb.qc.ca/council-of-commissioners/webcast-archives>
- Approved minutes from the March 20th. Special Council Meeting can be read at: http://www.lbpsb.qc.ca/eng/council/global/Council%20Minutes/2019-2020%20Minutes/c_min_2020_Mar_20_approved%20for%20web.pdf
- Chair N. Burke thanked the Administration for their continuous efforts in managing the operations of the School Board during the pandemic. Chairman Burke, the D.G. and other commissioners paid tribute to Mr Joe Zemanovich, a former Commissioner of the Board.
- The Director General's Report -March & April 2020 can be seen at: <http://pearsonnews.lbpsb.qc.ca/>

Some highlights from the April 27th. 2020 Meeting

- Administrative Appointments:
 - Sandra Luther becomes Assistant Director of Student Services effective June 30th. 2020
 - A number of status changes were updated but the remainder of appointments are being postponed until the May 25th meeting due to the current upheaval caused by the Corona virus situation. (These appointments are normally announced at the April Council Meeting.)
- Parents' Committee indicated there was some dissatisfaction with Government's website information to guide parents trying to assist their children's learning online.
- Transportation Advisory Committee (TAC) indicated some discussion of Marvin Rotrand's proposal of utilizing cameras outside of school busses as an additional safety feature.
- New priorities to accommodate social distancing on school busses could mean less children on buses 48 becomes 12. Some concern also were expressed due to the fact that some drivers are older and may not be allowed to work under the new conditions, and there is already a shortage of drivers.
- QESBA has delayed proceeding with the Bill 40 court challenge but it is expected to proceed before the end of the school year. A request has been made to delay the November elections (whatever format that eventually takes). The annual Spring Conference a collaboration with AAESQ has been cancelled.
- Approval was given that the current rental of facilities rates to be increased by 2% for the 2020-2021 school year.
- A resolution for a new electrical entrance at the Pearson Electrotechnology Centre was approved.
- The Student Ombudsman's report was received and referred to the Governance and Ethics Committee for study and recommendations.
- A Local Conditions of Employment for Management Personnel was ratified.
- A revised Council Committee Membership list 2019-2020 (amended as of April 27, 2020), was adopted.



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The next (virtual) meeting of the Council of Commissioners is scheduled for May 25th, 2020.

Respectfully Submitted,

Wayne Clifford,

Annex B – Report of the Principal

May 13, 2020

Governing Board Principal's Report



Thank you to our parent community: Last week as you know we organized to return students' belongings to parents. As I mentioned in a memo to all parents this provided an opportunity for teachers to reconnect with parents and with the many students who accompanied their parents as they came to the school last Wednesday and Friday. What was apparent and what I would like to extend thanks to our parents for again is the show of care, concern and support for the staff of the school. It was very emotional for many of the teachers and although it snowed a bit on Friday, the cold weather belied the warmth of the feeling we all came away with. Thank you.

Thank you to the amazing Clearpoint Staff: I also want to extend my sincere appreciation to the work being done by the staff of Clearpoint Elementary. The Weekly Learning Activities that have been sent out to parents by our teachers for the past 5 weeks represent a coordinated, uniform, and coherent response to the challenge of distance learning. This reflects the strong team approach that is well-established at Clearpoint, and I want to commend the staff here for that. I know for a fact that not all elementary schools have been as pro-active in the response to how to address teaching and learning under the current set of circumstances. I also want to thank them for the work currently being done to ready the school for the planned opening on May 25th. The planning and preparation being done by our staff is extensive, and again I thank and commend them for their work.

Preparation for School Opening:

- Preparations have been underway to reorganize all aspects of the school's operation in order to comply with directives from the Ministry of Education as well as Public Health, and workplace Health and Safety.
- This includes how students are grouped, how classrooms are set up, the student time-table, student arrival & dismissal, daycare, cleaning routines, to name but a few matters.
- A new parent survey is set to open this Friday, to allow parents to make a final decision as to whether they are sending their children back to school on May 25th or not. Surveys will be sent each week; parents will be able to decide on a week to week basis what their choice will be.
- Once finals numbers for week 1 (to start on May 25) are available, preparations will continue through next week.
- A list of new procedures to follow will be sent to parents ahead of the school's opening.

GIMAC 2020 : Thanks to the incredible perseverance of our staff planning committee, especially Louise Sudia, we are still going to have our GIMAC event – being done remotely – on a new date of Saturday, May 23rd. The activities will still include a presentation by keynote speakers



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Exhibition up-dates :

- Again, thanks to the efforts of Louise Sudia – who was also one of our mentors for the grade 6 exhibition – a donation was made this past week of the pet food and other pet supplies collected as an action for one of the exhibition projects.
- Another of the grade 6 exhibition groups wrote a letter to the Mayor of Pointe – Claire requesting support for their project of planting a Vimy Oak tree as part of their exhibition project to support veterans. They received a cheque for \$125.

Respectfully submitted,

David Estok