



St. Paul Elementary School
Governing Board Meeting
St. Paul – Annex Daycare room
October 11th, 2018 – 7:30 pm

Present:

Parents Representatives	Melissa Cambareri	Tiziana Cirigliano	Jennifer Di Vito,	Rosanne D'Alessio	Steve Ceccolini	Mike Panichella
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Teacher Representatives	Karine Duval	David Bergin	Reno Vaccaro	
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Support Staff Representatives	Laura Antonacci	
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Principal:	Lisa Verrall
Community Representative	Helen Morrison
Secretary:	Karla Graham

Guest: Rebecca Wright

With Regrets: Soula Nicolopoulos, Teacher Representative, Manon Lacoste ,Support Staff

1. **Call to Order** - Meeting was called to order by Melissa Cambareri @ 7:05pm.

2. **Adoption of the Agenda**

It is moved by Steve Ceccolini and seconded by Rosanne D'Alessio that the agenda for the October 11th, 2018 meeting be adopted with the addition of Varia : A-Caterer & B - Lunch Supervision.

GB20181011-01	<i>Motion Carried Unanimously</i>
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3. **Adoption of the Minutes – September 11th, 2018**

It is moved by Mike Panichella and seconded by Tiziana Cirigliano that the minutes of the September 11th, 2018 meeting be adopted with noted corrections.

GB20181011-02	<i>Motion Carried : Unanimously</i>
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4. **Business Arising** - Nothing at this time.

5. **Question Period (questions received in advance)**- Nothing at this time.

6. Reports

- a) **Chairperson** – Ms. Cambareri & Mr. Panichella attended a workshop outlining the scope of the Governing Board's responsibilities hosted by Stephanie Krenn on October 10th. The workshop was highly informative and covered all aspects of the Governing Board functions. The chairperson will email all members an information package.
- b) **Principal -**

Pick Up and Drop Off

We will be continuing with the pickup and drop off in front of the main building until further notice. The safety of our students is our main concern and we have consulted with the MR department to install a fence for this purpose. I will be consulting with the staff as well and a decision will be made in the coming weeks.

Kindergarten

We have received some additional support for our large Kindergarten groups this year, in lieu of another group. This will help ensure there is a full time set of hands and eyes in each classroom to assist the teachers and students in their daily routines and learning.

Bathroom Enlargement

We will be enlarging one stall in each of the washrooms in the main building to be handicap accessible in order for our attendants to be able to adequately change some of our un-toilet trained students more easily.

Brain Breaks

We will be introducing the Brain Break Stations in the main building in the coming weeks. Mr. V will teacher the students how to play the games and we will instruct the children on their purpose and proper use.

Field Trips

More clarification was received about Field Trips. Details will be given later in the agenda about Mesures received to subsidize outings, but essentially, trips connected to the curriculum, during the school calendar of 180 days, must be free. Students who do not attend must be offered “essential services” (supervision, a classroom and learning). Trips outside of the 180 days that are not connected to the curriculum may be charged, but an alternative and equitable experience must be offered at school. More info to come as it becomes available.

- c) **PPO** – The first meeting was held September 18, 2018.
A tentative plan for fundraising was discussed.
- Chocolate Sales will begin shortly. This year Laura Secord was chosen in the hopes of increasing sales.
 - Vanilla Ice cream cup sales have began and sales are performing well.
 - Photo day went smoothly, next year we hope to take photos outside.
 - Zumba classes & greeting cards were also discussed.
 - Food drive's will take place in April and December.
 - Terry fox run was held on September 27th and was a success.
 - We are pleased to be hosting a Holiday breakfast once again this year.
- d) **Parent Committee** - The first meeting took place on October 4th. Elections for the executive positions were held. A presentation on SWLSB 2018-2019 goals was made by the General Director , Gaëlle Absolonne. Discussions were held on the new parameters regarding fees charged to parents . Mesure 15186 — Sorties scolaires en milieu culture , mesure 15180 — Activités culturelles as well as Mesure 15312 — Soutien à l'intégration en classe ordinaire des élèves handicapés ou en difficulté d'adaptation ou d'apprentissage were discussed.
- e) **Teachers** - Thank you to all the parent volunteers who helped out during the Terry Fox run and a big thank you to PPO for the apples, they were delicious!
- f) **Daycare** - Registrations for 2018-2019 have increased from last year. We now have 140 regular & 23 sporadic users. This year's special project will be canvas paintings that will be displayed throughout the school.

7. New Business-

a) Internal Rules and Procedures-

It is moved by Steve Ceccolini and seconded by Jennifer Di Vito that the Internal Rules and Procedures be adopted as presented .

GB20181011-03	<i>Motion Carried : Unanimously</i>
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b) Summary of financial Measures & Financial Plan-

Ms. Verrall presented a detailed preliminary summary to the board.

c) PPO Fundraising Mandate – Tabled until next meeting

d) PPO Use of Funds-

It is moved by Steve Ceccolini and seconded by Mike Panichella that PPO be allocated up to \$1500.00 to plan Halloween activities for all students.

GB20181011-04	<i>Motion Carried : Unanimously</i>
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8. Varia-

a) Caterer-

Q: Since the change in hot lunch service provider what has the feedback been?

A: Feedback has been positive. The quality of the food has noticeably improved and portion size is adequate .

Q: There were some issues regarding the online ordering service , has that been resolved?

A: With the choice of online ordering only ; the school is not involved in the ordering process. Ms. Verall was aware of some issues regarding the upgrade of the providers web site/computer system, however was not aware that the issues were ongoing. Ms. Verrall will forward the comments and concerns of the board to the hot lunch service provider.

b) Lunch Supervisors-

Q: When a regular lunch supervisor is absent is there a replacement lunch supervisor?

A: Yes replacements are called in when there is an absence.

9. Question period - Nothing at this time.

10. Round Table (in camera)

11. Adjournment

It is moved by Rosanne D'Alessio and seconded by Steve Ceccolini that the meeting be adjourned at 9:15pm.

GB20181011-05	<i>Motion Carried Unanimously</i>
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12. Date of next meeting - November 15 , 2018 @ 7:00PM

Chairperson:	Melissa Cambareri
Principal:	Lisa Verrall
Secretary:	Karla Graham