



Minutes of Governing Board Meeting Children's World Academy



2241 rue Ménard, LaSalle, H8N 1J4

Date: October 27, 2014

Time: 6:55 p.m. - 9:15 p.m.

Present:

Julieta Ascencio, Rebecca Best, Milena Brunetta, Mario Coverini, Tania D'Alessandro, David Estok, Karen Heather, Andrea Intrevado, Michelle Johnstone, Néomie La Roque, Claudio Mazzuca, Jennifer Millen, Sandra Vidonne, Devon Warnock.

Absent with Reason:

Sonia Bouchard, Johanne Moreau, Elisa Sebastiano, Laura Stulginskis

Absent without Reason:

None

Guests:

Anita Coretti
Maria Martinez
Dale Stewart

Meeting Agenda

- | | |
|--|--------------------------|
| 1. Welcome / Regrets | J. Millen |
| 2. Adoption of the Agenda | J. Millen |
| 3. Minutes from September 22, 2014 | J. Millen |
| 3.1 Format / Motions | J. Millen / M. Johnstone |
| 4. Questions from the public | |
| 5. Correspondence | |
| 6. Continuing Business | |
| 6.1 Community Rep | J. Millen |
| 6.2 Letter from D.Stewart | J. Millen |
| 6.3 Parent volunteer coordinator | D. Estok / E. Sebastiano |
| 7. New Business | |
| 7.1 Open House | D. Estok |
| 7.2 Governing Board Budget | D. Estok/J. Millen |
| 7.3 Service Contracts: Italian Teachers | D. Estok |
| 7.4 Service Contract: Student Life Coordinator | D. Estok/K. Heather |
| 7.5 Sex Ed Program | D. Estok / S. Bouchard |
| 8. Standing Reports | |
| 8.1 Principal | D. Estok |
| 8.2 Daycare Report | K. Heather |
| 8.3 Teacher's Report | S. Bouchard |
| 8.4 PPO | E. Sebastiano |
| 8.5 Regional Parent Representative | A. Intrevado |
| 8.6 Commissioner | |
| 9. Field Trips | Staff |
| 10. Members' Open Forum | All |
| 11. Adjournment | |

1. Welcome

2. Adoption of Agenda

Additional item, 7.6 Uniform Sub-Committee, added to agenda:

Motion to adopt the agenda with additional item. Motioned by A. Intrevado and seconded by T. D'Alessandro.

Resolution # 2014-10-02 All in favour. Motion passed

3. Adoption of Minutes of the Meeting of September 22, 2014

A new format with a new number system for CWA Governing Board minutes was proposed for discussion. The new format was accepted by the board, and will be implemented immediately.

Motion to adopt the minutes of the September 22, 2014 meeting. Motioned by D. Warnock and seconded by N. La Roque.

Resolution # 2014-10-03 All in favour. Motion passed

4. Public Question Period

Maria Martinez enquired about the maintenance and upkeep of the CWA school yard which outside of school hours is used by the local community as a playground. More specifically she asked whether any bodies beside CWA are involved in the upkeep, where funding for upkeep comes from, and whether the municipality is involved.

D. Estok replied that the upkeep and maintenance of the school yard is the sole responsibility of CWA in collaboration with the adjoining Ecole Terre des Jeunes. The schools receive no help from the municipality of Lasalle or the City of Montreal. The two schools have been trying to implement a plan to upgrade the school yard. However, financing the upgrades is expensive and there have been a number of setbacks in recent months which have delayed the plan. A suggestion was made to approach the city and municipality to propose a development partnership. A further suggestion to strike a sub-committee with community involvement was made. D. Estok acknowledged the need for development and will follow up with the principal of Ecole Terre des Jeunes about restarting the development planning.

5. Correspondence

One item was presented:

The Pearson Education Foundation **PEF Grant** deadline is December 1st, 2014.

6. Continuing Business

6.1 Community Representatives

Maria F. Martinez and Anita Coretti, two members of the CWA community, introduced themselves to the board as Community Representative nominees.

Motion to appoint Maria F. Martinez and Anita Coretti to the CWA Governing Board, as community representatives. Motioned by S. Vidonne and seconded by T. D'Alessandro.

Resolution # 2014-10-06.1 All in favour. Motion passed

6.2 Letter from D Stewart

J. Millen responded to each of the items raised by D. Stewart at the Governing Board meeting of September 22, 2014.

6.3 Parent Volunteer Coordinator

D. Estok announced that three Parent-Volunteer Coordinators (I. Kwan, G. Petruchi, and A Giles-Stewart) have agreed to take on the duties of contacting parent volunteers for school events. Thanks are extended to these volunteers, and an invitation to get involved was extended to all CWA community members.

7. New Business

7.1 Open House

D. Estok reminded the board that the CWA Open House has been scheduled for Wednesday 19 November, beginning at 7pm. Advertising in the Suburban newspaper has been arranged for November 05 and 12, 2014.

Parent and Community Board Members are invited to attend the Open House to help supervise classrooms and answer questions from interested parents. Grade 6 ambassadors will guide

tours around the school. D. Estok will add a short text to the information package about the entrance test.

7.2 Governing Board Budget

D. Estok presented the 2013-2014 CWA Governing Board Budget, with a \$42.87 surplus, for approval.

Motion to approve the 2013-2014 CWA Governing Board Budget, with a \$42.87 surplus as presented by D. Estok. Motioned by M.Coverini and seconded by T. D’Alessandro.

Resolution # 2014-10-07.2 All in favour. Motion passed.

7.3 Service Contracts – Italian Teachers

D. Estok presented the PELO program to the board for approval.

Motion to approve the Italian program (PELO) for 23 weeks for a parental fee of \$40. Motioned by S. Vidonne and seconded by A. Intrevado.

Resolution # 2014-10-07.3.1 All in favour. Motion passed.

Motion to approve service contracts of 23 weeks each, for three teachers (Nazzari, Cerchiara, Papucci) in the PELO program. Motioned by S. Vidonne and seconded by T. D’Alessandro.

Resolution # 2014-10-07.3.2 All in favour. Motion passed.

7.4 Service Contracts – Student Life Coordinator

D. Estok introduced the role of Student-Life Coordinator to the board. The incumbent will organize recreational activities for students of all grades, during recess, lunch, and after school. This position will be paid for from the Daycare budget.

Motion to create a service contract for the position of Student-Life Coordinator, to be filled by Elizabeth “Liz” Sanniti. Motioned by R. Best and seconded by S. Vidonne.

Resolution # 2014-10-07.4 All in favour. Motion passed.

7.5 Sex Education Program

D Estok presented the Sex Education program which has been developed by CWA faculty. The program was developed by grade level, and is based on the MELS curriculum and LBPSB materials “Kids in the Know”.

Parents will receive an information letter with a link to LBPSB materials, and an overview of the grade level themes to be addressed during the sex education classes. Parents with concerns about the program will have an opportunity to discuss them with the school administration.

Motion to adopt the creation and implementation of a school-wide Sex Education program as developed by CWA educators. Motioned by A. Intrevado and seconded by N. La Roque.

Resolution # 2014-10-07.5 All in favour. Motion passed.

7.6 Uniform Sub-committee

A recommendation was made from the Chairperson to form a Uniform Sub-committee to review the choice of CWA uniform supplier for 2015-2016. The committee mandate will include the creation of criteria for supplier selection, solicitation of service tenders, and selection of uniform supplier. J. Millen asked for volunteers to serve on the committee. Six members of the board volunteered to sit on the committee; Sonia Bouchard, David Estok, Karen Heather, Maria Martinez, Jennifer Millen, and Sandra Vidonne

Motion to form a Sub-committee to review the choice of CWA uniform supplier for 2015-2016. Motioned by A. Intrevado and seconded by K. Heather.

Resolution # 2014-10-07.6 All in favour. Motion passed.

8. Standing Reports

8.1 Principal's Report

Proposal from Vélo Quebec

Vélo Quebec is launching an Awareness Campaign to promote "Active Transportation" (biking and walking).

Vélo Quebec has offered to conduct a free analysis of the environment within a 1.5 km radius of the school to assess how bicycle use could be improved. The school will be presented with a report including recommendations for safety improvements in the area around the school

Green Summit

A tentative date for the Green Summit has been scheduled for Earth Day, April 22, 2014. CWA will invite Cycle 2 students from a number of local schools to join them in a half-day Green Summit. The proposed organization of the summit includes a guest speaker, student

presentations on environmental activities happening at their schools, and a series of 4 workshops for the students to cycle through.

Green Committee

The first Green Committee Meeting was held Wednesday, 22 October, 2014 with an initial discussion of a proposed Green Policy.

The Committee mandate is to oversee the implementation of the Green Policy once it has been adopted.

The committee also discussed the overall objectives of future Green activities with students

- increase awareness in the school community of environmental issues
- increase / improve the actions we are taking collectively
- establish school-wide practices that are more environmentally friendly

It was mentioned that some student councils have “green ambassadors” who are members of the Green Committee.

A draft Green policy is being reviewed by staff; and a final draft will be presented to the Governing Board at a later date.

IB Information Evening

On October 28th at 7:00pm, Mme Bouchard will give a presentation and workshop for all parents on the PYP.

Grade 6 exhibition:

The theme for the Grade 6 exhibition this year is “Conflicts”

The symposium will be held on November 14. The Grade 6 teachers would be happy to hear from anyone interested in being a guest speaker.

The Exhibition is scheduled for January 22, 2015.

High School Entrance Exams

LBPSB enriched / IB program entrance exams are being held on Saturday, 01 November, 2014

School Board Elections

Voters will select a chairperson from among 3 candidates

- Chris Eustace
- Suanne Stein Day
- Angela Nolet

Two candidates are running to represent Electoral Ward 2; Ruben Fazio and Frank Di Bello

The Ward 2 Polling Station is at St. Lawrence Academy Sr.

Advance polls yesterday – no line ups reported

Terry Fox Run

Mr. Walker and Ms. MacDougall were thanked and recognized for organizing the Terry Fox Run again this year.

Thanks were extended to everyone who continues to support this worthy cause on an annual basis.

A report of total contributions and donations will be published in the next edition of the Globe.

8.2 Daycare Report

Presented by K. Heather. Highlights included:

Lunch time:

Grade 4 students are participating in a soccer tournament, an activity which had previously been offered only to Grade 5 and Grade 6 students.

Daycare:

The Parent newsletter has been published and is available at the Daycare entrance. A suggestion was made to circulate the Daycare Parent newsletter electronically. Ms. Heather agreed to look into this.

Last week the Daycare hosted 3 days of Open House for K-2 parents to visit the daycare classrooms and meet the daycare staff.

Extra Daycare calendars are available for sale at \$5- each.

The next Unit of Enquiry is Photography.

Daycare afternoon clubs will begin on November 7th, 2014

Cycle 3 will have a robotics club. Younger students may be involved. To be confirmed

Ped Days:

A maximum of 60 students (Grade 3-6) will visit NFB animation workshop, November 21st, 2014.

All other daycare students will stay at CWA and participate in Christmas themed activities.

The Daycare is planning an outing to the Science Center on the December 03, 2014, Ped Day.

Daycare will be closed on November 28th, 2014.

Other Information:

It was commented that some parents and students are not respecting the safety regulations in the car parking lot before and after school, when using the daycare entrance. It was suggested that visual aids be put up to remind parents and students to walk on the paths, not across the car park.

The deadline for forming a Daycare User Committee has passed. Only 1 parent expressed interest in forming a committee before the deadline.

Motion to not form Daycare User Committee for 2014-2015 due to lack of interest. Motioned by T. D'Alessandro and seconded by S. Vidonne.

Resolution # 2014-10-08.2 All in favour. Motion passed.

8.3 Teachers' Report

Presented by T. D'Alessandro. Highlights included:

On the past Ped Day, teachers attended a Region 3 workshop on using technology with students.

The second unit of inquiry is beginning.

Grade 5 and 6 students are working on a Halloween theme. Students are creating science stations which classes will visit during the day. The stations will be manned by the 12 members of the Student council.

8.4 PPO Report

Highlights included:

Subway Lunch Fundraiser

Subway lunches will be available again, once a month, starting on Monday, November 24th, 2014. The price for lunch has not increased. (\$5 for sandwich, fruit, and drink, \$6 for chicken) A different Subway restaurant will be supplying the school.

Motion to approve the Subway Lunch Fundraiser. Motioned by C. Mazzuca and seconded by R. Best.

Resolution # 2014-10-08.4.1 All in favour. Motion passed.

Coffee Fundraiser

The coffee fundraiser will continue this year with the same prices and selection as last year. Motion to approve the Coffee Fundraiser. Motioned by A. Intrevado and seconded by S. Vidonne.

Resolution # 2014-10-08.4.2 All in favour. Motion passed.

Pasta Night Fundraiser

A Pasta Night Family dinner has been tentatively scheduled for November 14, 2014. The meal will include pasta with meatballs or sausage; salad; and a drink. The cost will be \$15 / adult and \$10 / child

Motion to approve the Pasta Night Fundraiser. Motioned by D. Warnock and seconded by T. D'Alessandro.

Resolution # 2014-10-08.4.3 All in favour. Motion passed.

8.5 Regional Parent Representative Report

Presented by A. Intrevado. Highlights included:

A. Intrevado and N. La Roque attended the Regional Parents Committee meeting (October 16, 2014)

LBPSB staff is putting on a play as a fundraiser for The Pearson Education Fund. Regional reps were asked to promote the event in their schools.

Discussion of the enrollment criteria and its effect on 'out of zone' students who could potentially be 'bumped out' if a schools numbers grow. This would not affect CWA.

It was strongly recommended that regional reps promote engagement in the school board elections and voting amongst their school communities. The committee wants to discourage the provincial government from eliminating or reducing the number of school boards by show how important our English School Boards are to us.

Discussion of a computer application called BASECAMP which is designed for people in different roles with different responsibilities to communicate and work together. It's a place to share files, have discussions, collaborate on documents, assign tasks, and check due dates. Basecamp stores everything securely and can be accessed at anytime from anywhere.

The school board is hosting a Shave to save and encouraging all schools to participate with the goal of raising \$50,000.

LBPSB is offering programs in the elementary levels to tackle homophobia.

Regional reps were asked to go to our governing boards and ask parents to send a list of the top 3-5 problems they feel exist at the elementary level.

8.6 Commissioner Report

No Report.

9. Pre-Approved Field Trips

Grade	5
Date / Time	Thursday, October 7 th / 8 :15 a.m. – 1:00 p.m.
Purpose	High School Transition – ‘Bridging The Future’
Destination	Lakeside Academy – 5050 Sherbrooke St., Lachine
Transportation	School bus
Cost	NIL
Supervision Ratio	10+ adults :75 students (1:8 approx)

Grade	5
Date / Time	Wednesday, November 12 th / 8:30 a.m. – 2:00 p.m.
Purpose	Unit on Immigration
Destination	Exporail – 110 rue St. Pierre, St. Constant QC
Transportation	School bus
Cost	\$10
Supervision Ratio	9 adults :75 students (1:8 approx)

Grade	Grade 5: Members of the Roots and Shoots Club
Date / Time	Thursday, October 2 nd / 12:00 – 3:00 p.m
Purpose	Learning about the natural world
Destination	Vanier College Field Station, Rte 329, Lachute, QC
Transportation	School bus
Cost	Nil
Supervision Ratio	3 adults :18 students (1:6)

Grade	5
Date / Time	Friday, Oct. 17, 2014 / 12:30 – 2:15pm
Purpose	End of the month reward / motivator for homework completion
Destination	Quilles G. Plus – 1277 blvd Shevchenko (bowling)
Transportation	Walking
Cost	\$6.50 / student
Supervision Ratio	9 adults:75 students (1:8)

Grade	4 and 5 (select students)
Date / Time	Oct 21 (rain date Oct 23rd) / 9am - 2:00pm
Purpose	Individual athletic competition - x-country running meet
Destination	Morgan's Arboretum, St. Anne de Bellevue.
Transportation	School bus
Cost	\$10
Supervision Ratio	1:10 (90 students in total)

Grade	4
Date / Time	Nov 7 / 8:45 a.m. – 12:00 p.m.
Purpose	Learning about Pirates and Privateers
Destination	Pointe-à-Callière Museum, 350 Place Royal, Vieux Montreal
Transportation	School bus
Cost	\$7.50
Supervision Ratio	1:8 (9 adults and 76 students)

Extra-Curricular Activities

Grade	Cycle 3 (Gr 5 & Gr 6)
Date / Time	
Purpose	Band Practice
Destination	CWA premises
Transportation	None
Cost	\$300
Supervision Ratio	N/A

Motion to formally approve 6 pre-approved field trips and 1 extracurricular activity. Motioned by M. Coverini and seconded by K. Heather

Resolution # 2014-10-09 All in favour. Motion passed.

10. New Field Trips

Grade	3 – 6 (Daycare)
Date / Time	November 21 st 2014
Purpose	Stop-motion workshop Stimulating Creativity
Destination	National Film Board, Cote de Liesse, Montreal
Transportation	School bus
Cost	\$20
Supervision Ratio	1:12 (5 adults and 60 students)

Grade	All grades (Daycare)
Date / Time	December 03. 2014
Purpose	Fabrik Click – Exploring Science
Destination	Science Centre, Vieux Port, Montréal
Transportation	School bus
Cost	\$20
Supervision Ratio	1:12 (5 adults and 60 students)

Motion to approve 2 new field trips. Motioned by R. Best and seconded by D. Warnock. All in favour, motion passed.

Resolution # 2014-10-10 All in favour. Motion passed.

11. Members Open Forum

11.1 New Governing Board meeting date for November, 2014

Request was made and accepted to change the next meeting date to Monday, November 24, 2014

Unless otherwise indicated, Governing Board meetings will take place at 18:45 in the CWA Teacher's Lounge.

12. Adjournment

Meeting adjourned at 21:15hrs. All in favour.

Respectfully Submitted

Michelle Johnstone

Secretary

Signed by:

Jennifer Millen

Governing Board Chairperson

David Estok

Principal