



# Minutes of Governing Board Meeting Children's World Academy



2241 rue Ménard, LaSalle, H8N 1J4

**Date:** August 27, 2015

**Time:** 5:40 p.m. – 6:35 p.m.

## **Present:**

Julieta Ascencio, Sonia Bouchard, Anita Coretti, Mario Coverini, David Estok, Karen Heather, Josée Beauchemin, Michelle Johnstone, Mathieu Lavallée, Maria Martinez, Claudio Mazzuca, Jennifer Millen, Elisa Sebastiano, Sandra Vidonne

## **Absent with Reason:**

Rebecca Best, Milena Brunetta, Frank Di Bello, Andrea Intrevado, Johanne Moreau, Néomie La Roque, Devon Warnock

## **Absent without Reason:**

None

## **Guests:**

None

## Meeting Agenda

- |  |                   |                      |
|--|-------------------|----------------------|
| 1. Welcome / Regrets                                   |                   | J. Millen            |
| 2. Adoption of the Agenda                              |                   | J. Millen            |
| 3. Minutes from June 1; June 17, 2015                  |                   | J. Millen            |
| 4. Questions from the public                           |                   |                      |
| 5. Correspondence                                      |                   |                      |
| 6. Continuing Business                                 |                   |                      |
| 6.1 Playground Sub-Committee updates                   | <b>(I; D; DE)</b> | J. Millen / D. Estok |
| 6.2 Major School Change updates                        | <b>(I; D; DE)</b> | D. Estok             |
| 6.3 Uniform Supplier updates                           | <b>(I; D; DE)</b> | D. Estok             |
| 7. New Business  |                   |                      |
| 7.1 Revisions to Parent Handbook                       | <b>(I; D; DE)</b> | D. Estok             |
| 7.2 Blanket Field Trip form (walking distance outings) | <b>(I; D; DE)</b> | D. Estok             |
| 7.3 Stage students from PACC                           | <b>(I; D; DE)</b> | D. Estok / K Heather |
| 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                                       |                   | F. Di Bello          |
| 9. Field Trips   |                   | Staff                |
| 10. Members' Open Forum                                |                   | All                  |
| 11. Adjournment  |                   |                      |

(I) Information; (D) Discussion; (DE) Decision

## 1. Welcome

## 2. Adoption of Agenda

Motion to adopt the Agenda. Motioned by S. Vidone and seconded by S. Bouchard.

**Resolution # 2015-08-02      All in favour. Motion passed**

## 3. Adoption of Minutes

Minutes from May meeting (June 01, 2015) to be forwarded to GB for ratification before AGM on September 16. 2015

Motion to adopt the minutes of the June 17, 2015 meeting. Motioned by M. Lavallée and seconded by K. Heather.

**Resolution # 2015-08-03      All in favour. Motion passed.**

## 4. Public Question Period

No questions from the public.

## 5. Correspondence

No correspondence

## 6. Continuing Business

### 6.1. Playground Sub-Committee updates

Installation of soccer field has been delayed and fencing is scheduled to begin on August 31, 2015 with an estimated completion date of September 14<sup>th</sup>, 2015.

Installation delays were caused by inaccuracies in the cost estimates for the project, with the original estimate of \$25K being re-calculated at a total cost of \$54K for field preparation and installation; perimeter fencing will cost an additional \$14K.

The funds raised by CWA for this project during the 2015-2015 school year are held in trust, (about \$25K so far) and LBPSB has agreed to loan CWA the additional monies to complete

the project, with these monies being repaid to LBPSB over time. As a consequence, the CWA school budget for 2015-2016 is expected to be in deficit.

## 6.2 Major School Change updates

The next governing board will assume responsibility for the development and distribution of consultative surveys to teachers and parents, and the compilation of the results into a brief to be submitted to LBPSB before the end of October, 2015.

## 6.3 Uniform Supplier updates

Some delays regarding home deliveries have been reported but in general, parents seem happy with the uniforms and level of customer service offered by the new supplier. Some tweaking on the supplier side still needs to be done to make the process seamless.

# 7. New Business

## 7.1 Revisions to Parent Handbook

Mr. Estok introduced the revised Parent Handbook, and thanked J. Millen for her input. The revised Parent Handbook no longer be paper-based (available in hardcopy by request only), but will rather be available for download from the school website. Digitization of the Parent Handbook will reduce costs and reduce our environmental impact.

## 7.2 Blanket Field Trip form (walking distance outings)

Mr. Estok presented the Blanket Field Trip Form for use in 2015-2016.

Motion to approve the 2015-2016 Blanket Field Trip Form to be used for school and daycare outings within walking distance of CWA.

Motioned by J. Beauchemin and seconded by M. Coverini. All in favour. Motion Passed.

**Resolution # 2015-08-07.2 All in favour. Motion passed.**

### 7.3 Stage students from PACC

CWA has once again agreed to host a number of PACC Pediatric Nursing Assistant students for their stages. PAAC students will conduct health education workshops with CWA students during daycare hours.

Motion to ratify agreement with PACC regarding Pediatric Nursing Assistant student stagieres. Motioned by C. Mazzuca and seconded by S. Bouchard. All in favour. Motion Passed.

**Resolution # 2015-08-07.3 All in favour. Motion passed.**

## 8. Standing Reports

### 8.1 Principals Report

#### Highlights included:

Congratulations to **Mr. Guy Walker** for his new appointment at Clearpoint Elementary school, effective immediately. Mr. Walker has made a lasting contribution to the school community at CWA and will be greatly missed.

**Staff changes** will be addressed at the September 2015 governing board meeting.

Discussions have begun with LBPSB regarding the **digitization of forms** completed by parents for communication, administration and permission purposes. This initiative is likely to be extended throughout the school board.

The school theme for 2015-2016 is "**Be the Change**" which centers around student initiated action.

We have been informed by LBPSB that in 2015-2016, CWA will have the services of a **library technician**, one day each week. The library technician, however, may not have contact with parent volunteers during their work hours. More details to follow.

## 8.2 Daycare Report

### Presented by K. Heather. Highlights included:

Staffing and student registration continues as the daycare prepares for classes to begin next week. 335 students are currently registered for daycare services, with the likelihood of more students registering as classes begin.

## 8.3 Teachers' Report

### Presented by S. Bouchard. Highlights included:

The Space Club trip to Turkey went well. There were fewer international students in Turkey this year but everyone had a wonderful experience.

CWA is welcoming many new educators this year, many of whom are new to the IB curriculum but all of whom are very enthusiastic. Mme. Bouchard will have a busy start to the year with IB workshops for CWA educators and parents.

## 8.4 PPO Report

### Presented by E. Sebastiano.

A number of fundraising opportunities were presented to the board for approval, in preparation for the new school year.

Approval for the **Pizza Lunch** fundraiser will be reviewed by the new governing board in September, 2015.

Motion to approve PPO fundraiser of **Subway Lunch**, available one day a month, as has been arranged in the past.

Motioned by S. Bouchard and seconded by M. Lavallée. All in favour. Motion Passed.

**Resolution # 2015-08-08.4.1 All in favour. Motion passed.**

Motion to approve PPO **Olive Oil** fundraiser to be conducted during the fall of 2015.

Motioned by Mario Coverini and seconded by Josée Beauchemin. All in favour. Motion Passed.

**Resolution # 2015-08-08.4.2 All in favour. Motion passed.**

## 8.5 Regional Parent Representative Report

No Report

## 8.6 Commissioner Report

No Report

## 9. Field Trips

No Field Trips

## 10. Members Open Forum

## 11. Adjournment

Meeting adjourned at 6:36 pm. All in favour.

Respectfully Submitted

Michelle Johnstone

Secretary

Signed by:

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Jennifer Millen

Governing Board Chairperson

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David Estok

Principal