



# Minutes of Governing Board Meeting Children's World Academy



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2241 rue Ménard, LaSalle, H8N 1J4

**Date:** October 20, 2015

**Time:** 6:30 p.m. – 9:25 p.m.

**Present:**

Julieta Ascencio, Josée Beauchemin, Rebecca Best, Mélanie Bougie-Richer, Anita Coretti, Frank Di Bello, David Estok, Anila Erindi, Melanie Flores, Karen Heather, Michelle Johnstone, Suzanne Joly, Nadia Longo, Maria Martinez, Jennifer Millen, Elisa Sebastiano, Christopher Sweetnam-Holmes, Emmanuel Tremblay

**Absent with Reason:**

Devon Warnock, Sonia Bouchard, Maureen Besley

**Absent without Reason:**

**Guests:**

A. Wood

## Meeting Agenda

- |  |                   |                      |
|--|-------------------|----------------------|
| 1. Welcome / Regrets   |                   | J. Millen            |
| 2. Adoption of the Agenda  |                   | J. Millen            |
| 3. Minutes from June 1, 2014 (replacing May meeting); September 23, 2015 |                   | J. Millen            |
| 4. Questions from the public   |                   |                      |
| 5. Correspondence  |                   |                      |
| 6. Continuing Business   |                   |                      |
| 6.1 Major School Change update   | <b>(I; D; DE)</b> | J. Millen            |
| 6.2 Transportation for CWA   | <b>(I; D)</b>     | J. Millen            |
| 6.3 Uniform Update   | <b>(I)</b>        | J. Millen            |
| 7. New Business  |                   |                      |
| 7.1 Open House   | <b>(I; D; DE)</b> | D. Estok /J. Millen  |
| 7.2 Governing Board Budget   | <b>(I; D; DE)</b> | D. Estok/J. Millen   |
| 7.3 PELO –Italian Program  | <b>(I; D; DE)</b> | D. Estok             |
| 7.4 LBPSB Consultation (Enrollment Criteria)                             | <b>(I; D; DE)</b> | D. Estok             |
| 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                                       |                   | M. Johnstone/R. Best |
| 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 J. Beauchemin and seconded by A. Erindi.

**Resolution # 2015-10-02 All in favour. Motion passed**

## 3. Adoption of Minutes

Motion to adopt the minutes of the May 26 (rescheduled for June 1, 2015) meeting.

Motioned by A. Coretti and seconded by A. Erindi.

**Resolution # 2015-10-03.1 All in favour. Motion passed.**

Motion to adopt the minutes of the September 23, 2015 meeting.

Motioned by M. Johnstone and seconded by S. Joly.

**Resolution # 2015-10-03.2 All in favour. Motion passed.**

## 4. Public Question Period

Recurring question from last month`s meeting regarding clarification of the transportation policy in relation to CWA zoning and fees. Since the Major School Brief has taken priority in light of the deadline fast approaching, J. Millen requested that this issue be tabled until a future meeting

## 5. Correspondence

Three printed surveys were received from parents who were not able to complete the survey online.

## 6. Continuing Business

### 6.1. Major School Change update

The parent survey was launched using the following criteria:

The sub-committee decided on 3 considerations mandated by the school board:

- Rationalization of the Elementary program;
  - 1.1.1 Maintain IB Primary Years Program status at CWA
  - 1.1.2 Expand availability of IB programs within the LBPSB territory
  - 1.1.3 Offer a consistently strong French language program throughout the LBPSB network
- Rationalization of the Secondary program;
  - 1.2 Consider creating a magnet IB Middle Years Program within Region 3 of the LBPSB network
- Rationalization of the Systems and its' Facilities
  - 2.1 CWA continues to operate with enrolment above functional capacity

Based on these considerations and constant feedback from Governing Board members, the parent survey was launched. There were 7 questions in total in which the last was intended for additional comments. 175 surveys were completed.

As the brief was presented in draft format, GB members discussed and commented on the recommendations that were made based on the survey results which were available for viewing through a slide presentation prepared by the sub-committee members.

**Question 1:** overwhelming response in the importance of the IB program and suggesting availabilities of more IB programs within the eastern part of the board

**Question 2:** Parents are in favour of an early immersion program at the kindergarten level

Please note that teachers have more input (contractually) regarding the Kindergarten program: they need to be consulted and then a proposal may be presented to GB.

**Question 3:** split results for a jr/sr campus. Concerns of location, loss of buddy system, maintenance of academic excellence were some of the comments written by parents.

Factors contributing to the recommendations were based on teaching space, daycare space, and common space within the school, as well as shared outdoor space. It has come to the attention of the board that our neighboring school, Terre des Jeunes, will add 8 new classrooms which will reduce yard space.

**Question 4:** IB program, academic excellence, and level of French instruction were the top factors in coming to CWA

**Question 5:** academic reputation and specialized program are factors when choosing a high school

**Question 6:** majority of parents responded they would consider choosing a high school within the LBPSB network

GB members provided feedback, with suggestions to improving/clarifying the brief to be submitted. Sub-committee members will revise the brief based on GB members' suggestions, and re-circulate the brief for final approval to GB prior to sending it to the Council of Commissioners.

GB members subsequently approved the revised version of the CWA MSC brief (see annex).

Motion to accept the Major School Change brief prepared by CWA Governing Board and to approve its submission to the LBPSB Council of Commissioners.

Motioned by S. Bouchard and seconded by R. Best.

#### **Resolution # 2015-10-06.1**

**All in Favour. Motion passed**

Mr. F. Di Bello informed the board that Region 3 public hearings will be held on Tuesday, November 17. In light of this, our next Governing Board meeting was moved to Wednesday, November 18.

## **6.2 Letter to parents in support of Teachers**

Letter supporting teachers has been circulated.

Pressure tactics are working.

A group of concerned CWA parents have created a facebook page in order to allow effective communication amongst parents. This action was motivated by the fact that the school board would not permit certain documents - such as the letter of parent support for teachers - to be distributed using the school's parent email lists. Creators of the facebook page have made a pledge to ensure that the comments posted are only of a positive/supportive nature.

### 6.3 Uniform update

Moni would like to start ordering the fabrics for next year. Survey will circulate at a later time for feedback.

## 7. New Business

### 7.1 Open House

Open House will take place on November 12, 2015.

PPO parent volunteers and GB members will be present to help in registration and to answer questions from parents. Grade 6 students will act as ambassadors and trained by S. Bouchard. First session is open for siblings.

J. Millen presented a summary of suggestions from previous post-Open House discussions. A number of ideas were discussed. S. Bouchard, D. Estok, and J. Millen will meet to discuss any proposed changes.

### 7.2 Governing Board Income Statement

\$586 allocated at the beginning of last year; Expenses were \$601.61 for meal at Christmas and meal at the end of the year. \$15.61 deficit carried over to this year.

Motion to accept the Governing Board Budget from 2014 - 2015.

Motioned by M. Johnstone and seconded by A. Erindi .

**Resolution # 2015-10-07.2.1 All in favour. Motion passed.**

### 7.3 PELO –Italian Program

Motion to offer the PELO program at CWA for 20 weeks and increase the fees to \$50.00 to cover the cost to reduce the deficit. Fees have not increased in a few years.

Motioned by E. Tremblay and seconded by A. Coretti.

**Resolution # 2015-10-07.3 All in favour. Motion passed.**

### 7.4 LBPSB Consultation (Enrollment Criteria)

Members were asked to submit any comments regarding the consultation to Mr. Estok prior to the next meeting. Responses are due to be submitted to the school board no later than November 27, 2015.

## 8. Standing Reports

### 8.1 Principal's Report

#### Highlights included:

- Tina Hausen has been hired as our school librarian. She will work for one full day every Tuesday. Library services with volunteers will begin as soon as possible.
- Email communication problems have been solved. Contact lists from Outlook will be used instead of the board's messaging system.
- Mr. Estok thanked the many parents who helped out with picture day, head lice checks, and vaccination day.
- 4 teachers from Spain are visiting the school for 1 month as part of a program organized by the school board's international language program. Teachers are Integrating very well. In addition, CWA will also host 2 student-teachers from Korea starting October 23 to December. This is made possible by the same program.

### 8.2 Daycare Report

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

- Lunch is going well, schedule has been made for the use of the turf soccer field;
- Stepping Stones Kindergarten program:
  - activities are planned based on different learner profiles and attitudes and breaking them down in mini steps
  - Unit on attitude and cooperation through movement, dance, music, and stories
  - students are responding well.
  - next unit will be on empathy.
- Parent newsletter in October;
- open house for daycare parents to visit with the educators.;
- Unit in Science "What's the matter" solids, liquids, and gasses with hands on activities;
- Due to increase cost for daycare fees, Ped day activities will remain mostly at school with a few exceptions.
- October 2, students enjoyed autumn day activities; park play, baking apple crisps, etc.
- October 19, students enjoyed a trip to Nid'Otruche, an ostrich farm in Saint-Eustache.
- Upcoming Ped days are as follows:
  - November 20, students will remain in school;
  - December 2, a planned field trip as it is IB testing day at school

- Students coming from Beurling Academy to help with homework assistance focusing on organization;
- Two students from Concordia Human Relations program "**High School 101**" being offered to grade 6 students. It began Thursday of last week (October 15, 2015). This program focuses on how to get ready for high school through confidence building activities. Program will last 8 weeks for two groups;
- Daycare Parent User Committee; since only one parent expressed interest, no committee will be formed.

### 8.3 Teachers' Report

**Presented by J. Beauchemin. Highlights included:**

#### **Kindergarten**

Fall nature walk, finished unit 1 "What school is all about"

#### **Grade 1**

Focus on good reading habits

#### **Grade 2**

Finished Unit 1 on "Les bestioles". Beginning "À moi le monde" ;

Chrome books are being used;

Electronic Portfolio in progress

#### **Grade 3**

Students are excited about signing up for Khan Academy allowing for math homework to be differentiated, appropriate, engaging, and educationally valuable.

#### **Grade 4**

The grade 4 students are working on the final stages of creating an original board game made completely from used and recyclable objects. The board game and questions must reflect their central idea and be bilingual.

#### **Grade 5**

The students will be showing off their hard work this coming Friday at the Natural Disaster mini exposition.

#### **Grade 6**

Students are finishing their unit on Political Systems with a role play on Chambre des communes.

#### **Spanish**

Students from grades 3-6 are finishing up their small unit of inquiry assignments. They are off to a great start.



## 8.4 PPO Report

### Presented by E. Sebastiano.

- Budget report presented of last year and the current year. See Annexe;
- The PPO supported many in-school projects and activities (robotics for cycle 1; francofête; winter carnival; soccer field. This meant that the fiscal year ended in deficit, and the PPO relied on a previous surplus carried over to finance its operations. The previous surplus has been mostly spent. A reduced surplus of approximately \$13,000 remains to cover expenses from the current year. PPO contributed over \$15,000 towards the new soccer field.
- Movie night was a great success in raising 164\$;
- Another movie night before the holidays (Nov. 27 or Dec. 4) if possible to show a Holiday movie;
- Major fund raisers needed for this year. Looking into asking for free items. For example: Pancakes and popcorn for free from Mac Donalds. Yogurt for free, Dollarama gift certificate;
- Students bring their own plates and forks from home to lower the cost of Breakfast with Santa. Green Christmas

Motion to approve holiday-themed movie night on December 4 as a PPO fundraiser, as presented by E. Sebastiano.

Motioned by E. Tremblay and seconded by N. Longo.

### **Resolution # 2015-10-08.4.1 All in favour. Motion passed.**

- Pizza Lunch: For recycling the boxes, they can be sent to an outsource compost but need to pay for pickup. Expense for pick up is based on volume. Example \$600 from the corn roast.;
- \$5.00 per meal to cover cost including juice and fruit with an additional fee of 1.75 for extra slices;
- Request made to ask if wax paper can be placed in the box so as to recycle the boxes in house.

Motion to approve in principal the pizza lunch as a PPO fundraiser, to start in December, as presented by E. Sebastiano.

Motioned by A. Coretti and seconded by A. Erindi.

### **Resolution # 2015-10-08.4.2 All in favour. Motion passed.**

## 8.5 Regional Parent Representative Report

### **Presented by M. Johnstone. Highlights included:**

First report for region 3, R.Best is the alternate.

Items discussed were the following:

- major school change;
- elementary committee submitted brief;
- established top priorities for region 3 for this coming year;
- how the school board promotes its' various programs to the public at large;
- public website

Formation of Regional Parent Committee is as follows:

- AGA consists of parents from different schools. Members of GB go to the AGA meeting.
- From the representatives, they select parents to sit on the Central Parent Committee who then sit on the school board council. Regular Parent Committees from both high school and elementary schools share information.

## 8.6 Commissioner Report

### **Presented by F. Di Bello. Highlights included:**

Administrative changes:

LCCHS principal resigned so Jennifer Kurta is now principal coming from Verdun elementary. Sandra Luther is now the principal at Verdun elementary.

At the board level, France Daoust has been appointed Director of Finance, and Maria-Eve Claude as System Director.

## 9. Field Trips

Motion to approve Daycare field trip to Kinadapt in Rawdon on Wednesday, December 2, 8:30 a.m. to 4:00 p.m. for 120 students at a ratio of 1:12 for \$30.00 per student. It is important for the school to be free of students as the day is set of IB testing.

Grade	Daycare
Date / Time	Wednesday, December 2, 2015 (8:30 a.m. - 4:00 p.m.)
Purpose	Visit Kinadapt (outdoor training and education center) - Activities with the Huskies
Destination	Rawdon, Québec (Eastern Townships)
Transportation	School Bus
Cost	\$30.00
Supervision Ratio	1:12 (120 students)

Motioned by M. Johnstone and seconded by M. Flores.

**Resolution # 2015-10-09      14 in favor, 1 abstention. Motion passed.**

## 10. Members Open Forum

## 11. Adjournment

Meeting adjourned at 9:25 pm. All in favour.

Respectfully Submitted

Maria Martinez

Secretary

Signed by:

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Jennifer Millen

Governing Board Chairperson

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David Estok

Principal