

**CHELSEA ELEMENTARY SCHOOL
5th Governing Board Meeting for 2006-07
February 1, 2007, 6:00 pm**

Present:

Sandra Burgess, Principal
Michèle Cusson
Cynthia Cyr
Carmen Griffith
Joanne Joliffe
Marie Sief

Tammy Martin (Chair)
Matthew Cahoon
John Macintyre
Lori Pink
Kelly Plourde
Andrea Rowe (Secretary)

Regrets: Louise Larose

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1. Motion to Pass Agenda and Minutes from last meeting – passed

2. Actions Arising from Past Meeting

- Matthew was to ask the Parents Committee about what other schools charge to rent out their gymnasias/facilities. He circulated a memo reporting as follows:
 - the WQSB suggests a fee to cover the expenses of renting the gym: \$30/hr.
 - Pierre Elliott Trudeau – rental of gym is \$30/hr. plus taxes, the school nets \$27/hr.
 - Wakefield -- \$30/hr for for-profit groups and \$15/hr. for non-profit organizations, when outside normal work hours of janitors, additional \$20 charged to cover overtime
 - G. Theberge School -- shares a school with the French School Board and they decide the rates; however, they don't rent the gym for insurance reasons, they rent the cafeteria at \$300 per event (including clean-up); for non-profit organizations they give the cafeteria free of charge.
 - For related discussion, see also Item 5

- Deferred to March meeting:
 - Invitation to Paul Lamoureux to discuss how budgets are allocated to Schools within the WQSB
 - Discussion of Teachers' Wish List -- Teachers asked to assign dollar values to the items on their wish list
 - Summary of fundraising initiatives – Tammy and John
 - Driveway Repairs: Estimates be collected of the cost of paving the first 20 feet of the School driveway (Graduation Lane) - Tammy
 - A dollar value be attributed to the School's use of the rink and ball diamond – Sandra

3. a) QEP Rubric

At the last meeting, parents were asked to look over a document entitled “Monitoring the Implementation of the Reform and QEP,” a tool that has been developed to help schools and school boards monitor their progress in implementing curriculum reform. It identifies 17 criteria that are considered to be essential for the successful implementation of the Quebec Education Program (QEP). The Parents at this meeting were asked for their comments on the “rubric,” as it is called, particularly the sections dealing with Community Involvement, Parents’ Role and School Vision (three of the 17 criteria). After a brief discussion, the parents agreed they needed more time to think about the three areas. They will give Sandra Burgess their written comments within a week. The teachers are working on another few points, and together the input will be incorporated into the School Success Plan.

3. b) French assessments – Cycle 2.2 and 3.2

Sandra reported that French assessments will be conducted at the ends of cycles 2 and 3 (grades 4 and 6).

3. c) Extended French Subject Change 2007-08

Sandra reported that Andrée Fortin, the WQSB’s language consultant, has been hired to work with the School on its extended French program. At the moment, history, geography and social sciences are taught in French to Cycles 2 and 3, but the School is encountering difficulties with the resources provided – they have not been adapted for students of French as a second language. Sandra was encouraged to speak with Marian Lothian at Pierre Elliott Trudeau School and also the principal at Wakefield, where there are also extended French programs.

4. a) Budget: Grants

Sandra reported that the WQSB has given the School a small computer grant (the first time in five years), a grant for supervision (just over \$2,100), and a library grant (\$4,700). The latter is a matching grant: the school must provide one-half that amount as well. The intention is to begin a bar-coding system and to acquire more French books. Still no news on the Wellness grant, applied for in the fall from the provincial government.

4. b) Budget: Donation from Home and School

The Home and School Association has just given the School \$4,000 from its latest fundraising efforts: teachers have decided to spend the funding on cultural programs: likely two performances hired through MASC (an organization that brings professional artists from all disciplines to schools). Already this year, the H&S Association has given \$5,000 to go towards new computers, and provided a subsidy of \$15 per child for field trips. The Governing Board says thank you!!

5. Municipality Proposals

The Governing Board discussed each of three recent requests for use of the School’s space (because they fall on weekends or during the summer holidays, they fall outside the

entente with the WQSB). Andrea suggested the School adopt a sliding fee scale depending on whether the organization is non-profit or for-profit, but the general feeling was to charge one fee (\$25/hr) for everyone.

The GB made the following decisions regarding the use of the building for the three proposals:

- a) Mardis en Musique (the organization wants access to the school in August the event of rain) - Yes. The GB is willing to rent the building for \$25/hr. The Janitor's fee (contingent upon availability) is \$20/hr.
- b) Youth Project (volleyball tournament in April) - Yes. The GB is willing to rent the building for \$25/hr. and the school Janitor, Lawrence Proulx, will be responsible for opening/closing/clean-up for \$20/hr.
- c) Chelsea Art Studio (July art program) - No to this proposal. This takes place during summer clean-up. There are no available classrooms for the workshops.

6. Social Environment and Security

a) Air report on mold

Sandra reported that the mold detected in the InAir survey of the School was removed by Don Weeks on January 22.

b) Building Security Measures

The GB discussed whether to install a security monitoring system (locked front door with video camera surveillance that would allow Louise or Sandra to buzz each person into the school). Sandra had canvassed the teachers and reported they were evenly split on those who wanted a security system and those who did not. Most could see both sides of the debate: the School is located in a rural area where there is a low crime rate and the likelihood of a break-in during the day is low. On the other hand, the staff who are stationed near the front door are not always able to see everyone entering the School and this causes a certain amount of anxiety among them. The question of how to use the monitoring system during the After-Four program without disrupting the flow of parents coming and going was not resolved. After debate, the motion was put to a vote.

Motion: That the Governing Board approve the installation of a video monitoring security system in the school.

For: 2

Against: 5

Abstentions: 5

Motion was denied.

7. Teachers' Reports

Cycle I (Michele Cusson)

- Students in kindergarten are taking home beginner readers each night now, journal writing

- Gearing up for Valentine's Day
- Preparing projects for 100th day of School, to be celebrated February 14th
- Joanne Joliffe, Cindy Cyr and Michele are continuing to work with Allan Earwaker (again the comments about his outdoor environmental program are very positive)

Cycle II (Cindy Cyr)

- Preparations for student-led conferences
- Focus on Black History Month
- Continued emphasis on developing reading/writing skills

Cycle III (Joanne Joliffe):

- Student-led conferences being prepared
- Media literacy being developed
- Volleyball tournament February 16
- Allan Earwaker's program: kids built birdhouses and are writing about it, Cindy noted that kids who don't usually write were writing a lot, and Sandra pointed to the value of exploring different ways for children to experience/learn
- Bus safety reviewed for all

French Instruction (Marie Seif)

- Speeches in French being prepared
- Student-led conferences will include large component of French study
- Service d'accueil being offered (one-on-one tutoring)

8. After Four Report

- Planning upcoming three PD days
- Maureen Kelly coming in to give a safety workshops on Tuesday to all the children (lock-ins, lock-outs, lock-downs)

9. a) Parents Committee (Matthew Cahoon)

- last meeting was January 16th
- Ainsley Rose is coming to the next meeting to discuss report cards
- The "Kidsfutures Points Plan" was circulated: a way of saving for post-secondary education

b) SEAC (Kelly Plourde)

- Kelly reported that Tina Daniels, Chair of the Ottawa Anti-bullying Coalition, gave a presentation at the January meeting
- Her talk included a discussion of the physical, social and electronic bullying that occurs
- Bullying comes about due to an imbalance of power and it's important that children tell someone in authority – that being said, the children must see that when they do tell, something is done about the problem and the situation improves

- Kelly mentioned there will be a conference on bullying in the spring at the Congress Centre
- Sandra asked Kelly to look into having Tina give a presentation for Chelsea Elementary School on bullying

10. Varia

- Students will be reminded to label their clothes in an attempt to limit the amount of clothing in the Lost and Found. The Home and School Association is investigating a fundraising plan with “Label It” – a manufacturer that gives a portion of the profits back to our School.
- Jacob Blair will be handling registration for soccer at the School

<ul style="list-style-type: none">▪ Item for the next agenda: Carmen asks for details about the distributor of the hot lunches being served (there have been complaints about their quality) -- perhaps a customer satisfaction survey is required

The meeting was adjourned. The next meeting is set for **March 1, 2007**.