

Chelsea Elementary School  
Governing Board Meeting Minutes  
Thursday, Sept 16th, 2010

Attending:

Megan Nichols, Bob Butler, Lauren Barbour, Ralph Mason, Carl Nielsen, Heather McCrimmon, Cynthia Cyr, Erin Joyce, Johanne Morissette, Marie Seif

- 1 Introduction: Principal's remarks I RM 6:15  
6:05
  - a. Briefly explained the purpose and function of the GB
  - b. Announced that Lauren would act as the parent rep on the Parent's Committee
- 2 Principal sought approval of Chairperson - Carl Nielsen - all agreed I RM
- 3 Approval of minutes and agenda A CN 6:23
- 4 Open Forum 6:24
  - a. No significant concerns regarding the allergy policies have arrived to the principal's office.
  - b. Some concerns regarding parking
    - i. RM advised that a new large sign is to go up in order to direct traffic.
- 5 Success Plan presented by RM
  - a. 3 layer process
  - b. Staff briefed on this
  - c. Hopefully online in November
- 6 Budget ID RM 6:40
  - a. Based on 291 students (288 present)
  - b. As numbers are still in flux, will not know funding until the student numbers are captured Sept 30<sup>th</sup> (this drives funding)
  - c. At 300 another homeroom will be formed - not likely this year
  - d. Honey bee removal and tree removal was unexpected last Spring (250\$)
  - e. A deficit (approx 18k\$) due to (Ralph, could you add something here that explains the annual budgeting process? My understanding is that this number is not nailed down until the school year is over, so the attempt to spend to zero is a guessing game?):
    - i. Photocopying costs
    - ii. Text books (contesting this)
    - iii. Supervision labor costs
    - iv. Technology purchases

Key:

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- f. Principal asked chair to divert from agenda slightly to discuss the deficit and his plan to eliminate it - this was granted.
  - i. Principal proposes to eliminate deficit over a two-year period, by implementing a number of strategies:
    - 1. reduce spending in some areas (eg. photocopying, principal cell phone)
    - 2. reduce supervision budget (to be confirmed)
    - 3. targeted fundraising activities
  - ii. GB agreed in principle to the approach, but requested the results of the possible decrease in supervision and more time to study the proposal before granting approval.

## 7 Open House

- a. RM advised that this will be on the 22<sup>nd</sup> Sept 2010 from 6 to 7:30

## 8 Terry Fox Run to be held on the 1<sup>st</sup> Oct

## 9 Report Card and PD Days

- a. The Ministry has proposed changes to the structure of report cards. This is not in place yet so the school will remain on a 3 report schedule.
- b. School Council has requested a shift of the floater day Mar 14<sup>th</sup> to Feb 21 to enable teachers to better prepare for report cards.
- c. 1<sup>st</sup> Lauren; 2<sup>nd</sup> Heather - **approved**

## 10 Teachers' Reports

- a. Kindergarten & Cycle 1
  - i. Children settling nicely into routines and getting to know each other. Integrating Tribes activities. In math, focus is on sorting and patterning.
  - ii. Themes: Welcome to school, Apples, Clifford the Big Red Dog, Fall (Kindergarten); Back to School, All About Me (1.1); Back to School (1.2)
- b. Cycle 2
- c. Cycle 3
  - i. Bob asked for approval to pursue outdoor ed program (Harris Lodge) - 3 field trips - dates TBD
  - ii. 1<sup>st</sup> Lauren; 2<sup>nd</sup> Heather - **approved**
- d. French
  - i. Cycle 1.1 is learning songs to establish routines and expectations and using gestures to learn words - up to 23 words so far. All About Me theme.
  - ii. Cycle 1.2 is setting up the calendar routine and following an All About Me theme.

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- iii. Cycle 2.1 is studying a Back to School theme, to be followed by a theme on Apples.
- iv. Cycle 2.2 is studying numbers and reviewing letters and sounds.
- v. Cycle 3.1 is practicing describing a typical day in a student's life.
- vi. Cycle 3.1 and 3.2 are working on skits, interviews and formal presentations to introduce themselves and another person. Participating in a reading program involving bi-weekly visits to the municipal library.
- vii. Science in Cycles 2 and 3 are studying ecosystems of ponds and the forest and living things (Cycle 2) and hibernation and changing of the seasons (Cycle 3). This includes visits to the wetlands and forest and writing reports.

#### 11 After Four Report

- a. Erin Joyce provided the A-4 Report.

#### 12 Committee Reports:

- a. Parents Committee: None
- b. SEAC: None
- c. Home & School - Lauren presented:
  - i. An aggressive plan to fundraise for playground equipment is the focus of this year
  - ii. Applying for funding from Lotto Quebec
  - iii. On open house H&S will be selling snacks as well as showing off the clothing line for the school logo
  - iv. Several activities planned to bring the school spirit up - i.e. 2 games nights
  - v. The funds that HS provided to homeroom teachers for material will be reduced this year to 50\$ from the 93\$ last year in order to devote more funds to the playground project

#### 13 Varia: None

#### 14 Adjournment at 2036 minutes

- i. 1<sup>st</sup> Heather; 2<sup>nd</sup> Lauren - approved

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