



## ST. EDMUND GOVERNING BOARD MEETING

September 24, 2020 – 7:00 PM

### ZOOM Meeting Minutes

#### Join Zoom Meeting

<https://us02web.zoom.us/j/7063898604?pwd=VjgxSnU4VTJMaFNnT1gyVDh0aTNsdz09>

**Meeting ID: 706 389 8604**

**Password: 832848**

- 1) Attendance: Kim Hogan (Chair), Marie Morse, Rob Costain, Lyne Hamilton, Guylaine St-Georges, Pamela Lee, Marlene Gosselin, Stefanie Ozbalt, Jennifer Hayden, Pierre Giroux, Shawnea Roberts, Emma Hampton, Georgina Landi, Jenice Batiforra, Steve Bucci, non-voting: Melissa Hunter (Administrator)
- 2) Call to Order & Welcome – Administrator (Melissa Hunter) presiding over the meeting until a new GB Chair is nominated.
- 3) Nomination of the Governing Board Chair  
  
**Kim Hogan**, last year's chair, has been nominated.  
  
**1 = Patty Carol; 2 = Rob Costain – All in favour = APPROVED**
- 4) Nomination of the Governing Board Secretary  
  
**Vince Chiarelli**, last year's secretary, has been nominated.  
  
**1 = Kim Hogan; 2 = Rob Costain – All in favour = APPROVED**
- 5) A Word from the Chair: *(report attached)*
- 6) Adoption of the Agenda for September 24, 2020 (**2020-09-24 – GB Agenda**)  
  
**1 = Rob Costain; 2 = Emma Hampton – All in favour = APPROVED**
- 7) Adoption of the Minutes June 18, 2020 (**2020-06-18 – GB Minutes**)

**1 = Kim Hogan; 2 = Rob Costain – All in favour = APPROVED**

8) Business Arising from the Minutes

- a. 2020-21 Budget approval (*deferred to next meeting*)
- b. Pamela Lee gave an update on the donation of \$500 given to the EcoMuseum on behalf of the St-Edmund's Governing Board

9) Reports:

- a. Administrator Report (See attached report by Melissa Hunter)
- b. COVID Report presented: Nora wanted to give special praise for how the school has been handling communication with parents as well as the above and beyond work that has been done and continues to be done to ensure the safety and security of all the students and staff.
- c. Commissioner – Eric Bender has decided to not run for District Commissioner
- d. Parents' Committee – Stephanie Osbalt
- e. SNAC – Nora Salvaggio – Reported on the 4-hour meeting that took place and the discussion regarding COVID-19 contingencies. According to Nora, St-Edmund's is ahead of the pack and doing it right.
- f. Daycare – Cheryl-Lyne Hamilton – things are moving along smoothly with the new pickup/dropoff procedure. Still sorting out some of the HopHop issues.
- g. Teachers – Guylaine St-Georges provided her report – things are going okay, glad to be back in class, despite the new normal.
- h. PPO / Home & School – 1<sup>st</sup> meeting held the night before

10) Questions from the Public - **None**

11) Correspondence

- a. School Elections November 1, 2020 (***NOTICE OF ELECTION s. 38 School Election 2020\_final***) was discussed. Eric Bender (past Commissioner) has decided to not run for Commissioner again.

12) New Business

- a. Field Trips – *all field-trips are currently on hold due to CV-19*
- b. Fundraising – *Jennifer Hayden = Orange Shirt Day for First Peoples = students can wear an orange t-shirt (\$2) – funds raised will go to First Peoples Initiatives.*

**1 = Jennifer Hayden; 2 = Patty Carrol – All in favour = APPROVED**

- c. Lead study – Melissa Hunter advised that McGill would be doing a study of the lead and copper content in the school's water supply.
- d. Playground initiative – Community/PPO/Government Grant (both Provincial and Municipal) would be used for the purpose doing updated to the play structures on the school grounds.
- e. Additional allocation
  - currently 75% budgeted
  - Extra financial resources to help support
  - Waiting on full budget before making and decisions

13) Questions from the Public - **None**

14) Schedule of meeting dates – (ALL meetings via ZOOM)

- Usually schedule 5-7 meetings per school year
- Currently held every 3rd Thursday of the month

15) Other business of the Governing Board – none.

16) Next meeting date – **Thursday October 22<sup>nd</sup> @ 7PM** (via ZOOM meeting)

17) Adjournment @ 8:40 PM

**1 = Patty Carrol; 2 = Aline Infilise – All in favour = APPROVED**



## ST. EDMUND ELEMENTARY SCHOOL

115 Beaconsfield Blvd., Beaconsfield, Quebec H9W 3Z8  
Tel.: (514) 697-7621 Fax: (514) 697-7961  
[www.lbpsb.qc.ca](http://www.lbpsb.qc.ca)

September 24, 2020

Welcome Back! I hope this report finds our families well and settled into a new school routine.

While it seems like we have been back for months, it really has been less than four weeks. There have been many changes to the procedural infrastructure at St. Edmund since we last spoke. The school has a new entry and departure routine as well as a new schedule to allow for a staggered recess and lunch. This ensures that we reduce the number of students in one place at a time and it helps us to maintain our class bubbles. A summary of the plan was shared with parents in August.

We also have a new daycare routine for drop off and pick-up which seems to be going quite well. We also have a new daycare technician. I would like to officially introduce Ms. Lynn Hamilton who is our new daycare technician. She is still learning the ropes and is an important member of our team.

Despite the need for staff and students to be socially distanced and grouped into class bubbles, generally speaking the mood in the school is almost back to normal. People are happy to be back. The kids are thrilled. It is great to see them running around at lunch and socializing.

People were a little nervous the first few days, but gradually became more comfortable as the days went on. The students have adjusted to the entry procedures - going from a 13 minute entry on the first few days to being in the building within 4 minutes after the bell. Our departure procedure has been perfected so the release of students by class is staggered and bubbles maintained as we send students to the bus, gate and daycare at the end of the day.

While these types of challenges are often unsettling at first, they are now part of our routine and I think it is fair to say the machine is now well oiled and running smoothly. We are now focused on teaching, building relationships with the students and having fun. Our resource team has been working hard to pick up where we left off in the spring, and we are trying to get back to normal, in a world that is anything but.

In lieu of school assemblies, I have met with all classes to welcome them and go over procedures. The homeroom teachers have been just outstanding with their students to ensure their needs are met, and that they are getting back into the routine of school, homework and learning.

As we head into fall, I look forward to some exciting projects. Over the summer we did some major work on our library (a digital launch is in the works), and we updated the staff bathroom behind the library.

We have started to look more seriously at the renovation of our school yard. We have built a rustic outdoor classroom that has so much potential, and we are looking at focusing our attention on things we can do outside. We also added garden beds for a business leadership initiative, which is currently on hold due to COVID, but we are excited for when the restrictions do ease and plan on resuming that project.

The current play structures in our schoolyard are older and it is time for an upgrade. I have been in contact with our home and school department as well as our facilities manager. While we are still in the early stages, it is important to recognize the importance of the school yard this year due to the many restrictions in place during COVID. As a result, improving our school yard will be a priority for us this year.

Sadly, we are unable to hold many of our usual events, but we do have a few important events coming up in the near future:

- September 30th - Attestation Day
- September 30th - Orange Shirt Day
- October 5th - Photo Retakes
- October 9th - Interim Reports Distributed

As we move further into the year, I am sure we will continue to make the best of a unique situation and provide a safe, positive, great learning experience for our students.

Respectfully submitted,  
M. Hunter  
Principal



# ST. EDMUND GOVERNING BOARD MEETING

## JUNE 18, 2020 – 7:00 PM — ZOOM Meeting

### MEETING MINUTES

#### ZOOM MEETING INFORMATION

<https://us02web.zoom.us/j/7063898604?pwd=VjgxSnU4VTJMaFNnT1gyVDh0aTNsdz09>

Meeting ID: 706 389 8604

Password: 832848

**Attendance:** Emma Hampton; Mylène Gosselin; Janet Massarelli; Eric Bender (LBPSB Commissioner); Kim Hogan (GB Chairperson); Louise Cavaliere (Daycare Director); Melissa Hunter (School Principal); Nora Salvaggio; Pina Fulginiti; Pierre Giroux; Rob Costain; Guylaine St-Georges; Stephanie Hannah; Pamela Lee; Marie-Josée Ricard; Vince Chiarelli

- 1) Call to Order & Welcome –Start time @ 7:10pm
- 2) Adoption of the Agenda for June 18, 2020 (**2020-06-18 – GB Agenda**)  
**1 = Kim; 2 = Emma – All in favour = APPROVED**
- 3) Adoption of the Minutes May 20, 2020 (**2020-05-20 – GB Minutes**)  
**1 = Mylene; 2 = Pam – All in favour = APPROVED**
- 4) Reports:
  - a. Administrator – Ms. Hunter presented her report (attached)
  - b. Commissioner (June report) – Eric Bender presented the Commissioner’s report (see attached)
  - c. Parents’ Committee – Nothing new to report
  - d. SNAC – Nothing new to report
  - e. Daycare – Big news: Louise Cavaliere (Daycare director) is retiring after 17 years at St-Edmunds. She will be missed by all, and wish her the best in her future projects.
  - f. Teachers – Mme. Guylaine St-Georges reporting - WFH and learning how to use the tools has been a challenge, but is working. Biggest stress is with technology failing prior to or during a session. Looking forward to teaching face-to-face in a classroom setting again.
  - g. PPO / Home & School – With all the end of year activities put on hold for year-end, there was little to report, but looking forward to next school year.
- 5) Correspondence – none provided
- 6) New Business
  - a. 2020-21 School Fees – Presentation by Ms. Hunter.  
**1 = Rob ; 2 = Marie-Josée – All in favour = APPROVED**

- b. 2020-21 School Budget – for GB approval (**DIFFERED** – not available)
- c. Annual Report – Presented by Ms. Hunter = A+ results/statistics = well exceeding expectations.

**1 = Mylène ; 2 = Emma – All in favour = APPROVED**

- d. 2020 AGA – September 03, 2020

Three (3) parents are still on the board for the next year to complete their 2-year term. All other parent terms are up, but may be renewed for the next 2-year term if it is their wish to do so. Uncertain how the AGA will be organized if the measures currently in place are extended into September.

7) Varia

- a. Motion put forward to officially recognize the heroic efforts of the St-Edmund Staff during the lock-down, and how much we appreciate everything that they have done.

**1 = Rob ; 2 = Pamela – All in favour = APPROVED**

8) Next meeting date – **TBD** (via ZOOM meeting)

9) Adjournment @ 8:26pm



**LESTER B. PEARSON SCHOOL BOARD**

**PUBLIC NOTICE OF SCHOOL ELECTIONS NOVEMBER 1, 2020**

PUBLIC NOTICE is hereby given by the Lester B. Pearson School Board Returning Officer, Rosemary Murphy, that:

**POSITIONS OPEN FOR ELECTION (13):**

**a) CHAIR OF COUNCIL;**

**b) COMMISSIONERS (12):** One (1) Commissioner in all twelve (12) electoral divisions of LBPSB.

Nominations for these positions will be received by the Returning Officer at the Election Office on:

<b>September 22, 2020 to September 25, 2020:</b> <b>10 a.m. to 5 p.m.</b> <b>Evening Thursday September 24: 7 p.m. to 9 p.m.</b>	<b>Saturday, September 26, 2020: 1 p.m. to 4 p.m.</b> <b>Sunday, September 27, 2020: 10 a.m. to 5 p.m.</b>
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Due to COVID-19, please make an appointment.

If more than one candidate is nominated for an electoral division, an advance poll will be held **on October 25, 2020 from 12 p.m. to 8:00 p.m.** and a poll will be held on **November 1, 2020 from 10 a.m. to 8 p.m.**

Electors who do not have a child admitted to educational services in the English language or the French language school board that covers their home address may choose to exercise or revoke their right to vote at an English language school board. This choice is made by sending the Voter Transfer Form (**Notice**), found on the LBPSB website : <https://boardsite.lbpsb.qc.ca/school-board-election> to the Director General at 1925 Brookdale Avenue, Dorval, Qc, H9P 2Y7 from **September 18, 2020 to October 13, 2020.**

The **Election Office of LBPSB** is located at:

150 Seigneurie, Pointe-Claire, Qc, H9R 4R5.

Telephone: 514-422-3000 ext. 30180.

E-mail: [r.murphy@lbpsb.qc.ca](mailto:r.murphy@lbpsb.qc.ca).

Lyne Strati has been named as Secretary of Elections.

Given in Dorval, this 18<sup>th</sup> day of September 2020