



Pierrefonds Comprehensive High School Governing Board Annual Report 2015-2016

“The Governing Board exists to govern the school, not administer the daily operation of the school. The latter is the responsibility of the principal/Centre director. The powers and functions of the Governing Board impart responsibilities and decisional authority in general matters of school governance as well as matters such as educational services, community services and material and financial resources.”

Taken from the Governing Board Resource Manual, Third Edition, September 2011.



MESSAGE FROM THE CHAIR AND VICE-CHAIR

The 2015/2016 school year was one marked by change, as we welcomed Colleen Galley as our new principal and Richard Arsenault as our new vice principal for secondary III and IV. We also went through the Major School Change process, and continued with our Marketing and Transportation committees.

Although the school was faced with challenges due to the Work-to-Rule initiative for part of the school year the PCHS staff was eager to get things going once the Extra Curricular Activity ban was lifted and things went very quickly back to normal.

We would like to thank all members of the PCHS Governing Board for their time, efforts and input this past year. The efficient running of this committee can only be accomplished with the support of all members. Thank you to Colleen Galley for her cooperation and patience and to Carol-Ann Case, who acted as secretary.

Our Governing Board was comprised of a great team of staff and parents who were dedicated to making the best decisions possible for our school and its students. We are very proud to have been part of this dynamic team.



The Annual General Assembly of Parents for the 2015-2016 school year took place on Thursday, September 17, 2015. The four Governing Board Parent positions were filled by acclamation. Dayo Odubayo won representation to the Region 2 Parent's Committee with Luciano Cannucci elected as alternate. A Parent Participation Organization (PPO) was also formed, as provided for by the Education Act.

GOVERNING BOARD MEMBERS:

Claude Amatuzio *Parent(2014-2016)*
Diane Beach *Teacher*
Tracy Bieszez *Teacher*
Aaryn Bradley *Teacher*
Luciano Cannucci *Parent(2015-2017) Region 2 Parent Committee Rep-Alternate*
Caroll-Ann Case *Support Staff – Librarian*
Angela Crosbie *Teacher*
Luc Forget *Teacher*
Bob Goyetche *Parent(2015-2017)*
Line Grandchamp *Teacher*
Rowena Haines *Parent (2015-2017) Vice Chairperson*
Jaeda Khalilifar *Student Representative*
Juan Lamosa *Parent(2014–2016)*
Isabelle Leduc *Parent (2015–2017)*
Rosemary Murphy *Community representative*
Anita Ochs *Parent(2014–2016) Chairperson*
Dayo Odubayo *Parent (2014–2016) Region 2 Parent Committee Representative*
Justin Puma *Student Representative*

Also in attendance:

Colleen Galley *Principal*
Lucia Coretti *Vice-Principal*
Craig Berger *Commissioner*

MEETING DATES

Meetings were held monthly in the library of PCHS at 7:00 p.m. on the following dates:

October 14, 2015	March 16, 2016
November 11, 2015	April 13, 2016
December 16, 2015	May 11, 2016
January 13, 2016	June 8, 2016
February 10, 2016	September 7, 2016

Minutes for the Governing Board meeting were recorded and compiled by Caroll-Ann Case

The Governing Board minutes, as well as a Summary of Motions, are currently available in the Administrative Assistant's Office and on the PCHS website.

SCHOOL BOARD CONSULTATIONS ADDRESSED

- Major School Change Consultation (Resolution GB 15-10-08, October 2015)
- Enrolment Criteria (Resolution GB 15-11-05, November 2015)
- Selection Criteria for the Appointment of a Principal (Resolution GB 16-02-18, February 2015)
- 2015-2016 Budget Consultation (Resolution GB 16-03-03, March 2016)
- Strategic Plan 2015-2020 Consultation (Resolution GB 16-03-18, March 2016)
- Governing Board Composition Policy (Resolution GB 16-03-19, March 2015)
- 3 Year Plan of Allocation and Destination of Immovables (Resolution GB 16-05-20, May 2016)

TOPICS ADDRESSED AND DISCUSSED

- Adoption of the Internal Rules of Management with minor modifications
- Continuation of the Transportation Sub-Committee
- Creation of a Marketing Sub-Committee and Governing Board Policy Sub-Committee
- Respond to the Major School Change Consultation
- Review Rules of Conduct and Safety Measures for PCHS
- Review the PCHS Safety Measures
- Adoption of the Governing Board Proposed Budget for the 2015-2016 school year
- Adoption of the PCHS School Budget
- Presentation of the 2014-2015 PCHS Annual Report on the School's Success Plan, Management and Educational Success Agreement
- Contribution to the Board's Strategic Plan
- Approval of the Subject/Time Allocation for 2016-2017
- Approval of PPO seminars, fundraising activities and the use of generated funds
- Approval of the Proposed School Fees for 2016-2017
- Discussion of Bill 86
- Approval of Extracurricular activities and Field Trips (Including blanket approval for the ALPs programs and GMAA activities)
- Approval of Fundraising Activities
- Approval of Rentals of PCHS Facilities
- Adoption of the Governing Board Annual Report
- Adoption of the Governing Board Financial Report

Major School Change

In 2014, as a result of schools running at less than ideal capacities, the School Board initiated a Major School Change (MSC) process which sparked the PCHS Governing Board to spring into action

- 2014/2015 Governing Board formed a MSC Sub-Committee that worked tirelessly together to create the MSC brief that was approved by the PCHS Governing Board and submitted to the LBPSB in September of 2015

- In November 2015 the PCHS MSC brief was presented at the public Major School Change hearings at the School Board
- The submitted brief and presentation were well received
- As a result of the Major School Change the capacity of PCHS will be reduced by approximately 20% by expanding the footprint of the West Island Career Center (WICC). This reduction of space for PCHS increases the school's functional capacity but does not interfere with quality of school life..

Policy Sub-Committee

- Created to review the *Criteria for the Approval of Rentals, Criteria for the Approval of Fundraising Actives and Criteria for the Approval of Extra Curricular Activities and Field Trips*
- Slight updates and changes were proposed
- Said updates and changes were presented to and approved by the Governing Board

Marketing Sub-Committee

- Created to come up with ideas to market PCHS
- Met on several occasions
- Established short term goals such as:
 - Get media coverage for the grade 5 Soccer tournament.
 - Have a large PCHS presence at the Pointe-Claire Alzheimer's run on June 18th, 2016.
- Established long term goals to promote a strong community presence such as:
 - 5 Media-covered events each year
 - "Proud parent of a PCHS student" bumper stickers
 - Participating in the Canada day parade
 - Organizing annual events including Socktober and a community garage sale / family day
 - Creating a wall of fame of PCHS alumni who have distinguished themselves in their respective field of study. (A committee will need to be formed to discuss the logistics of nominations)
 - Banners and posters to be created and displayed throughout the school promoting school success and programs offered.

Transportation Sub-Committee

- Created to ensure the PCHS population was adequately serviced by school buses
- Met on several occasions
- Reviewed exiting bus zones and school populations
- Responded to an invitation to provide recommendations to the Board's Transportation Advisory Committee
- Continues to actively follow the Board's progress on the Student Transportation Plans for the coming years

The School Success Plan was followed and several objectives were reached.

2015/2016 GOVERNING BOARD RECOMMENDATIONS FOR 2016/2017

- Continue to monitor the School Board’s progress in transportation zoning changes in order to rebalance the enrollment levels at our High Schools.
- Revision and review of the PCHS School Success Plan and Educational Project.
- Continued open dialogue with the PCHS Parents Organization on board level policy consultations as well as all matters concerning our students
- Continue to promote and encourage PCHS growth. Continue to develop visibility and support the school’s marketing efforts
- Participation in as many school activities as possible such as Parent-Teacher night, Curriculum night, Open House, etc. to encourage participation of the PCHS community as well as to promote what GB does and is responsible for.

ADPOTED BY THE PIERREFONDS COMPREHENSIVE HIGH SCHOOL GOVERNING BOARD

Date

Chairperson