

**PIERREFONDS COMPREHENSIVE HIGH SCHOOL
GOVERNING BOARD 2015-2016
Minutes of the Meeting Held Wednesday, October 14, 2015
13800 Pierrefonds Blvd. (Library)**

Members Present: Claude Amatuzio, Diane Beach, Tracy Bieszcz, Aaryn Bradley, Luciano Cannucci, Caroll-Ann Case, Angele Crosbie, Rowena Haines, Isabelle Leduc, Anita Ochs, Dayo Odubayo.

Administration: Colleen Galley, principal; Lucia Coretti, vice-principal

Commissioner: Craig Berger

Regrets: Luc Forget, Bob Goyetche, Line Grandchamp, Juan Lamosa.

Absent:

Recording Secretary: Caroll-Ann Case

1. Call to Order

Quorum having been established, the meeting was called to order at 7:01 by principal, Colleen Galley.

2. Agenda

2.1 Additions

9.1 MSC Consultation Response, 10.1.4 Service Contracts, 11.1 Enrolment Criteria Consultation

2.2 Adoption

GB 15-10-01 - It was moved by A. Ochs and seconded by C. Amatuzio to adopt the agenda with 3 changes change. The motion passed unanimously.

3. Introduction of GB members

All members present were invited by C. Galley to introduce themselves.

4. Election of Chair

4.1 Procedures of Election for Chair

C. Galley explained the election procedures and opened the floor to nominations. D. Odubayo nominated R. Haines who declined. A. Crosbie nominated L. Cannucci who declined. R. Haines nominated A. Ochs who accepted.

4.2 Election of Chair

There being no further nominations, A. Ochs was acclaimed as Chair of the P.C.H.S. Governing Board 2015-2016. A. Ochs nominated R. Haines as Vice-Chair. R. Haines accepted and was acclaimed as Vice-Chair.

5. Questions from the Public

None.

6. Minutes of Meeting held September 8, 2015

6.1 Corrections

None.

6.2 Adoption

GB 15-10-02 It was moved by L. Cannucci and seconded by A. Crosbie to adopt the minutes of September 8, 2015 without correction. The motion carried with 2 abstentions.

7. Other Governing Board Members/Associates

7.1 Recording Secretary Nomination

A. Ochs nominated C.A. Case who accepted the nomination. There being no further nominations, C.A. Case was acclaimed as Recording Secretary.

7.2 Community Representatives

Members have been asked to make recommendations for two community representatives as allowed by the Education Act. One name was put forth and A. Ochs will invite the individual to participate at November's meeting.

**GB 15-10-03 It was moved by D. Beach and seconded by R. Haines that
Whereas the Education Act permits Governing Boards to appoint two community representatives, (Art. 42 .5); and
Whereas the PCHS Governing Board has decided that it would be in its best interest and in the best interest of the students to have community representatives,
Be it resolved that the PCHS Governing Board allow for two community representatives to participate in its monthly meetings.
The motion passed unanimously.**

7.3 Commissioner Participation at GB Meetings

A. Ochs explained to the GB members the advantages of commissioner involvement at GB meetings.

**GB 15-10-04 It was moved by L. Cannucci and seconded by I. Leduc that
Whereas the EA allows for the inclusion of commissioners at Governing Board (Art. 46); and
Whereas it is within the powers of the Governing Board to invite designated persons to sit at its meeting and participate as non-voting members; and**

Whereas it is in the best interest of the Governing Board, the students of PCHS and the PCHS community that the elected commissioner for our ward, sit and participate at our meetings; and

Whereas from time to time it may be necessary and advantageous to have other commissioners participate at Governing Board, in particular in the absence of our elected ward commissioner;

Be it resolved that the PCHS Governing Board invite the Lester B. Pearson School Board Commissioner for our ward, or commissioner from another ward if he/she has constituents attending PCHS, to sit at the table and participate in our meetings as a non-voting member. The motion passed unanimously.

7.4 VP Participation at GB Meetings

A. Ochs discussed inviting vice-principal participation at GB meetings.

GB 15-10-05 It was moved by I. Leduc and seconded by A. Crosbie that

Whereas it is within the powers of the Governing Board to invite designated persons to sit at its meetings and participate as non-voting members,

Whereas it is in the best interest of the Governing Board, the students of PCHS and the PCHS community that the Vice-Principals of the school, Lucia Coretti & Richard Arsenault participate in our meetings;

Be it resolved that the PCHS Governing Board invites both PCHS Vice-Principals to sit at the table and participate in our meetings as non-voting members.

The motion passed unanimously.

8. Internal Management

8.1 Internal Rules of Procedure/Management

Members reviewed the rules adopted by the previous P.C.H.S. Governing Board. Changes were itemized as to resolution numbers and the date of adoption.

GB 15-10-06 It was moved by R. Haines and seconded by C. Amatuzio that Whereas the Education Act requires that the Governing Board establishes its own internal management rules and regulations (Art.67);

Whereas Internal Rules of Management where presented to the Governing Board and read and understood by all of its members in function on this date;

Be it resolved that the PCHS Governing Board adopts these Internal Rules of Management with modifications to dates.

The motion passed unanimously.

8.2 Meetings schedule

Consensus is that the PCHS Governing Board meets the second Wednesday of each month whenever possible. That is: November 11, December 9, January 13, February 10, March 16, April 13, May 11, June 8 and September 7. The dates will be posted on the PCHS website.

C. Berger leaves at 7:45.

8.3 Plan of Action & GB Budget

A. Ochs listed previous GB sub-committees and cited the 2014-2015 Governing Board Annual Report recommendations.

GB 15-10-07 It was moved by L. Cannucci and seconded by D. Odubayo that Whereas it is in the best interest of the PCHS student population to continue and/or create sub-committees responsible to report on the various consultations and school issues; and Whereas the PCHS community has benefited from these sub-committees on many levels; Be it resolved that the PCHS Governing Board approves the continuation and/or creation of the following governing board sub-committees for the 2015-2016 school year:

1) Transportation 2) Marketing 3) GB Policy & Procedure Review

The motion passed unanimously.

C. Galley provided an updated Governing Board Income Statement for the 2014-2015 school-year.

9. Business Arising from the Minutes

9.1 MSC Consultation Response

R. Haines provided copies of the PCHS response. Members present thanked the subcommittee and R. Haines for their extensive efforts and collaboration in preparing a document that clearly reflected our community's position. A request will be made to present at the November 19th MSC Public Hearing for Region 2.

GB 15-10-08 It was moved by D. Beach and seconded by C.A. Case that Whereas the Lester B. Pearson School Board Council of Commissioners adopted a resolution to consult its partners regarding Major School Change policy for the 2016-2017 academic school year; and Whereas in keeping with sections 40, 79, 193, 211, 212, and 217 of the Education Act; and Whereas the PCHS Governing Board has established a committee to respond to the consultation; and

Whereas the Pierrefonds Comprehensive High School Governing Board has reviewed the consultation document and response (see attached);

Be it resolved that approval be given to send this response to the Board as our official response.

The motion passed unanimously.

10. Reports

10.1 Principal's Report

C. Galley provided a verbal report on the September 30th student count, Curriculum Night, Open House, fire drills, code red lockdown drill, and student support.

10.1.1 Field trips

C. Galley submitted 2 field trips for approval.

It was moved by R. Haines and seconded by A. Bradley that Whereas article 87 of the EA stipulates the governing board is responsible for approving the programming of educational activities proposed by the principal, which entail changes in the students' regular time of arrival and departure or which require the students to leave the school premises and;

Whereas the principal, Colleen Galley has requested approval of the following two field trips and where they meet with the PCHS Extra-Curricular and Field Trip Policy for the Approval of Field Trips;

Be it resolved to approve the 2 field trips submitted by Colleen Galley as follows:

GB 15-10-09 Peaceful Schools International Peer Mediation at Villa St-Martin; Oct. 21-22; 8am-3pm; P.Aldred; 15 students + 2 adults; public transp.; ratio 1:7; no cost.

Motion passed unanimously.

GB 15-10-10 Shakespeare Live Theatre; Apr. 6, 2016; auditorium; D. Yannakis; all students; covered by student fees.

Motion passed unanimously.

10.1.2 Rentals

C. Galley submitted 11 rentals for approval, with two via e-mail vote.

It was moved by D. Odubayo and seconded by C. Amatuzio that Whereas article 93 of the EA stipulates the governing board is responsible for approving the use of the premises or immovables placed at the disposal of the school, proposed by the principal, subject to the obligations imposed by law for the use of the school premises for election purposes and to agreements for the use of the school premises entered into by the school board before the issue of the deed of establishment of the school and;

Whereas the principal, Colleen Galley has requested approval of the following eleven rentals and where they meet with the PCHS GB Criteria for the Approval of Rentals;

Be it resolved to approve the rentals submitted by Colleen Galley as follows:

**GB 15-10-11 IASS Union Mtg.; e-mail vote; Oct. 13; auditorium; 6pm-11pm.
The motion carried with 9 in favour.**

**GB 15-10-12 Greendale Halloween Dance; Oct. 24; cafeteria; 2pm-9pm.
The motion carried with 9 in favour.**

**GB 15-10-13 Grands Explorateurs 2015-2016; Oct. 21, Dec. 9, Feb. 10, 2016, Mar. 9, 2016, Mar. 30, 2016,, Apr. 20,2016; auditorium; 6:30pm-10pm.
The motion passed unanimously.**

**GB 15-10-14 Gujarati Samaj of Mtl; Nov. 14; 4pm-8pm; auditorium & cafeteria.
The motion passed unanimously.**

**GB 15-10-15 Cdn National Dance Championship; Apr. 1, 2016, 4pm-10pm; Apr. 2, 2016, 7am-10pm; Apr. 3, 2016, 7am-8pm; auditorium & cafeteria.
The motion passed unanimously.**

**GB 15-10-16 Pfds Ballet; A. McCulloch; Apr. 22, 2016, 4pm-8pm; Apr. 23, 2016, 12pm-5pm; auditorium.
The motion passed unanimously.**

**GB 15-10-17 Centre Stage Theatre; Apr. 25, 26, 27, 28, 30, May 1, 2016, weeknights 5:30-7:30 pm, weekends 11:30 am-3:30pm; auditorium & cafeteria.
The motion passed unanimously.**

**GB 15-10-18 The Studio by Funky Feet; May 7, 2016, 9am-6pm; May 8, 2016, 9am-6pm; auditorium.
The motion passed unanimously.**

**GB 15-10-19 Studio de Danse Bonnie; May 13, 2016, 6pm-10pm; May 15, 2016, 12pm-6pm; auditorium & cafeteria.
The motio passed unanimously.**

**GB 15-10-20 Sheila Parkins School of Dance; May 29, 2016, 8:30 am-9:30 pm; June 3, 2016, 4:30pm-6:30pm, 7pm-9:30pm; June 4, 2016, 8:30am-9pm; June 5, 2016, 9am-11pm; auditorium & cafeteria.
The motion passed unanimously.**

10.1.3 Fundraising

C. Galley submitted three fundraisers for approval.

It was moved by R. Haines and seconded by T, Bieszcz that Whereas article 94 of the EA stipulates the governing board may, in the name of the school board, solicit and receive gifts, legacies, grants and other voluntary contributions from any person or public or private organization wishing to provide funding for school activities and;

Whereas the principal, Colleen Galley has requested approval of the following three fundraisers and where they meet with the PCHS GB criteria for the approval of fundraisers;

Be it resolved to approve the fundraisers submitted by Colleen Galley as follow:

GB 15-10-21 Socktober/Dans La Rue; TAG Sock collection; Sec. 1 student for Dans La Rue; last wk. of Oct.

The motion passed unanimously.

GB 15-10-22 TCBY sale; PPO fundraiser; Oct. 16.

The motion passed unanimously.

GB 15-10-23 QSP Magazine Subscription Sale; PPO fundraiser; current school-year.

The motion passed unanimously.

10.1.4 Service Contracts

C. Galley submitted 2 service contracts for approval.

It was moved by I. Leduc and seconded by L. Cannucci that Whereas article 91 of the EA stipulates that the governing board may, in the name of the school board and within the scope of the school's budget, contract with a person or body for the provision of goods or services. In addition, it may require a financial contribution from users of such goods and services and;

Whereas the principal C. Galley has requested approval of two service contracts;

Be it resolved to approve the service contracts submitted by Colleen Galley as follows:

GB 15-10-24 Homework Program; 2:30pm-4pm; 30 min. physical activity + 1 hour homework; teacher + tutors; Nov. 3, 2015 – Feb. 4, 2016; \$6/session X 23 sessions.

The motion carried with 4 abstentions.

GB 15-10-25 Tutorials for January 13, 2016 History Supplementals; 2:45pm-3:45pm; Oct.22, 2016- Jan. 6, 2016; \$125 exam + tutorials. The motion carried with 4 abstentions.

- 10.2 Teachers' Report**
Verbal reports were provided.
- 10.3 Student Services Report**
None.
- 10.4 Support Staff Report**
A verbal report was presented about an upcoming strike vote.
- 10.5 Students' Report**
None.
- 10.6 Commissioner's Report**
C. Berger provided a verbal report.
- 10.7 Community Reps Report**
None.
- 10.8 Parent Representative's Report**
A verbal report was provided.
- 10.9 PPO Report**
Report attached.
- 10.10 Chairperson's Report**
None.
- 11. New Business**
 - 11.1 Enrolment Criteria Consultation (due November 27)**
GB response has been deferred till the next meeting. A. Ochs asked members to prepare thoughts and suggestions.
- 12. Correspondence**
 - 12.1 Incoming**
Embracing Imperfection Workshop Oct. 17 Concordia
 - 12.2 Outgoing**
None.
- 13. Varia**
None.

14. Questions from the Public

None.

15. Adjournment

GB 15-10-26 It was moved by A. Bradley and seconded by I. Leduc to adjourn the meeting at 9:15. The motion passed unanimously.

A. Ochs, GB Chair 2015-2016

C. Galley, Principal P.C.H.S.

MAJOR SCHOOL CHANGE 2015 – 2016
Pierrefonds Comprehensive High School Response

The PCHS community formed a MSC committee early in 2015, which met on numerous occasions and developed this report. The committee also held a town hall meeting in May 2015 to inform the general public about MSC and to collect ideas and attract people to the process.

In this brief, we will examine four major themes: our community school as a model for others, specific program enhancements, changes to transportation policy to support community schools, and ways for schools and the LBPSB to generate revenue through partnerships and programs.

OUR COMMUNITY SCHOOL

Although we are fully aware that the purpose of this brief is not to provide you with a list of reasons to keep our school open, we feel that it would be irresponsible of us not to point out some key features that make PCHS an excellent example of how a school can truly serve its community.

PCHS is a point of service in our community.

We offer a fully comprehensive variety of programs from IB to ALPS:

- **Official International Baccalaureate Middle Years program**
 The PCHS IB program has been offered for over 24 years, the longest within West Island schools. All of our IB teachers are highly trained and supported by the IBO.
 - PCHS is one of the few schools in the Board which will continue to offer an official accredited IBMYP certificate.
 - Our students will be writing the new E-assessments in the 2015-2016 year.
 - The PCHS IB program includes a One-to-One laptop option.
- **French Immersion program**
- **English program**
- **Alternative Learning Programs (ALPS)**, which offers pre-work training and semi-skilled trade programs designed to meet students' specific academic needs and vocational interests:
 - Work Oriented Training Paths (WOTP)
 - Work study (WS)
 - Vocational education program (VEEP)

All of these ALPS programs are sought after, well attended, and have high success rates.

PCHS also offers a Soccer Concentration which allows students to follow their academic program of choice, while still maintaining a high level of soccer training. This program started in 2014 and is growing.

Not only is PCHS an academically comprehensive community school, it is an athletically strong community school. All students at PCHS are given the opportunity to participate in a variety of sports, many of which bring home GMAA awards. PCHS is proud to have:

- The largest gymnasium in the West Island, with newly resurfaced floors
- Multiple outdoor athletic fields including a baseball diamond (ranked in the top five of the province), tennis courts, track and two soccer/football fields
- Fully equipped fitness room and dance studio

PCHS is proud to have other facilities which allow it to operate and grow as a full community school.

- State-of-the-art auditorium/theatre
- Multiple science and computer labs
- Well-equipped art and music rooms
- Spacious 21st century library and multi media centre which recently received a \$35,000 LBPSB renovation grant
- Fully functional kitchen for culinary classes
- Air conditioning throughout the school

Throughout the year many community and professional groups vie for access to our school facilities. The Borough of Pierrefonds runs summer camps at PCHS and the school has a partnership with the borough for use of the outdoor athletic fields and their maintenance.

PCHS can easily accommodate several hundred additional students without any costly renovations, thus making it the most viable facility for a high school in the youth sector.

We feel that PCHS is a true community school that encompasses the needs of all students and is a great model that can be used for other schools. Its facilities benefit the community and it is centrally located next to the Pierrefonds Fire Station, Borough Hall, Library and the CLSC, as well as easy access to public transportation.

POLICIES & PROGRAMS

We believe some policy and program changes within the board would serve to reinforce the community school model throughout the LBPSB while allowing individual schools to play to their strengths.

Revision of the Enrolment Criteria

The open boundary concept must be revised. This concept has had a serious negative impact on our community schools. This negative impact is twofold; it has created a dichotomy whereby we have schools operating at 96% of their maximum capacity and others operating at 38%. There must be an equalization of the maximum capacity in the high schools across the system. This is essential in order to provide our students with the best possible educational experience.

We propose that at the secondary level, the territory of the Lester B. Pearson School Board be divided into a number of small geographical catchment areas known as Attendance Zones. Students would be given the choice of enrolling in a school that provides a program of their choice or a magnet program within their designated zone. Capping of a magnet program should be set in accordance with the school's ability to fully implement and support the program. If a magnet program is not offered at the community school, the student would have the option of seeking admission to a school of their choice within the LBPSB, subject to the school's selection process or entrance exam.

Enhancing the French programs

This is an ongoing challenge for some schools and must continue to be a focus of the Board. The hope is to strengthen elementary school French instruction so that eventually the high schools can offer Français Langue Maternelle, which would give LBPSB students the option of writing the same MELS exams as the students in French boards. This would not only make our Board more attractive to English-eligible students going to French schools, but our students would be better prepared for work and life in our province.

Further developing the technology aspect of education

Although many schools offer programs like the PCHS One-to-One program, there is still a need for further education in technology. We feel students would benefit from the addition of courses in software development and computer engineering.

Expanding ALPS

The ALPS programs described earlier should be maintained and even developed further. These programs ensure we can help every student become a productive member of society, regardless of any learning or social issues they may have. Every area of the LBPSB should have at least one high school offering ALPS-style programs.

Grade 12

The idea of Grade 12 as an option should be revisited. The LBPSB could offer a version that is less expensive than the programs currently offered by some private schools, yet is still profit-generating. Many high schools have ample space to accommodate such a program, allowing Grade 12 graduates to apply directly to universities outside Quebec.

Expansion of sport concentration programs

Parents are demanding a higher level of sports programming, but don't want to compromise on education or socialization. The PCHS Soccer Concentration has proven

that a solid education can be paired with strong sports training, resulting in a fulfilling high school experience. The board should investigate the viability of offering similar concentrations in other sports in order to cater to families who now send their children to private schools such as Collège Sainte Anne to fulfill this need. This option is affordable compared to private schools and some Sport-Études programs. Sports concentration programs to be considered might include, but are not limited to: baseball, tennis, football, track & field, lacrosse, and rugby, all sports requiring minimal infrastructure spending.

TRANSPORTATION

The school board should view student transportation as key to the health of a community-based education system. We therefore recommend that, if the open boundary concept remains, the secondary school transportation zones be restructured to reflect this community-based education system and to also maximize the budget.

For example, since seven of the eleven elementary schools north of Highway 40 are closer to PCHS than to any other high school, east/west bus routes would achieve this objective more effectively. This would mean more students being safely transported to our schools and fewer taking public transportation or being driven to school by their parents, which generates huge traffic headaches at all our schools.

To further strengthen and promote community schools, accommodation busing should be abolished and transportation zones be redesigned to ensure all students can easily attend the school closest to them.

The transportation service we offer our students is vital in achieving student success and vital to the community we serve.

GENERATING REVENUE THROUGH PARTNERSHIPS AND PROGRAMS

We feel maximizing the use of school facilities through new partnerships with municipalities, private institutions, CEGEPs and universities is long overdue and should be explored in a more aggressive manner.

Website and promotion

We recommend that the LBPSB create a publicly-accessible website showing a consolidated list of facilities with detailed specifications. This would make it easier for interested parties to determine what meets their needs. The website should be promoted in advertisements in local media.

Renting unused classroom and facility space to CEGEPs and universities

A number of CEGEPs and universities are either overcrowded or interested in establishing a satellite campus on the West Island. LBPSB high schools could accommodate these classes weeknights and weekends. Some high schools with extensive

sport facilities would easily be able to host intensive sports programs. Others with well-equipped but unused labs may be suited to sciences courses while those with kitchen-classrooms would be suitable for culinary courses. The rental fees can be used to maintain and upgrade the school's facilities.

Partnering with the private sector

We recommend that the LBPSB look into partnerships with private organizations and institutions offering training in computer technologies, either to supplement current courses or to cater to a clientele seeking a more enriched approach not now available before CEGEP. Website development, mobile app design and game design are becoming increasingly popular among students.

Sports coaching and refereeing

The PCHS partnership with the local soccer association proves that such a relationship can be mutually beneficial. We recommend partnerships with community sports associations to provide training to students aspiring to follow coaching or refereeing paths.

Supporting community summer programs

We believe that many schools in the LBPSB are under-utilized during the summer when they could be a revenue-generating resource. We recommend that the Board find ways to expand community partnerships around schools to support local summer programs.

Developing its own summer programs

A large portion of the high school student population falls in the 13 – 15 year age bracket - too young to get a summer job but too old for traditional day camps. Private companies cater to this group by offering specialized day camps, costing in some cases several thousand dollars a week. We recommend that the LBPSB develop its own summer programs that would interest and excite students while at the same time being affordable for families. Subjects could complement or supplement high school curriculum. Examples include computer coding, website design and development, game development, chemistry, biology, culinary arts and sports or even an aviation camp for teens. Not only would these programs generate revenue for the LBPSB but the curriculum could be packaged and sold to other school boards seeking to serve their communities in the same way.

CONCLUSION

We feel Pierrefonds Comprehensive High School can offer a high level education to every member of our community, and could serve as a model to build other strong community schools. Furthermore, we feel that our school board can thrive and continue to move forward in the future by maintaining current programs and developing new

programs, updating the current outdated transportation zones, and increasing income through various partnerships with outside groups.

PPO Report (meeting on October 6th, 2015) for GB

- First PPO Meeting was well attended with approximately 14 people in attendance.
- Trudie Mason was elected as the PPO chairperson
- PPO would like to have the approval for the following items:
 - to have a flash TCBY sale on Friday October 16th to sell the remaining 90 TCBY from September's Sale
 - to run the QSP fundraiser again this year (PPO would advertise it by using e-mail blasts, possibly the flyers the company provides and a poster or two)
- Sheila Southon will host a free seminar that PPO will organize. Seminar topic: **"Stress reduction for parents and teens. *Conscious Happiness*"** *The session will begin and end with mindfulness experiences. "What is happiness? Where does it come from? Can we make it last? How can we share it with those around us.* November 19th at 7pm in the school library. Flyers to go out with the interim report cards.
- There were many ideas to promote PCHS...Will there be a Marketing Sub-Committee formed this year? There would be PPO members who would be interested in being on that sub-committee.
Here are some of their ideas:
 - Having a PCHS presence at the Saint Patrick day's parade (sandwich board, vinyl banner, leadership students, athletes, etc.)
 - Outdoor movie night
 - Community Project to clean the forest behind the school
- PPO expressing support of the teachers: PPO passed a resolution for a neutrally worded message to be emailed to the PPO members and posted on the Facebook page to join the teachers on their strike days.
- PPO happily accepts request from administration to hand out food and beverages at Open House on October 17th.

Respectfully submitted by

Anita Ochs