

**PIERREFONDS COMPREHENSIVE HIGH SCHOOL  
GOVERNING BOARD 2016-2017  
Minutes of the Meeting Held Tuesday, October 11, 2016  
13800 Pierrefonds Blvd. (Library)**

**Members Present:** Aaryn Bradley, Caroll-Ann Case, Angela Crosbie, Laurie Fournier, Ronak Gandhi, Rowena Haines, Heather Himbury, Juan Lamosa, Sarah Larkin, Isabelle Leduc, Aidan Matthews, Susan Meisels, Dayo Odubayo, Marissa Petruzzo, Matt Randle.

**Administration:** Colleen Galley, principal

**Commissioner:**

**Regrets:** Amy Campbell, Luciano Cannucci, Bob Goyetche.

**Absent:**

**Recording Secretary:** Caroll-Ann Case

**Observer:** Susan Brown

**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**

None.

**2.2 Adoption**

**GB 16-10-01 - It was moved by A. Crosbie and seconded by A. Bradley to adopt the agenda without 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. J. Lamosa nominated himself as Chair. D. Odubayo nominated M. Petruzzo as Vice-Chair who accepted.

**4.2 Election of Chair**

There being no further nominations, J. Lamosa was acclaimed as Chair of the P.C.H.S. Governing Board 2016-2017. M. Petruzzo was acclaimed as Vice-Chair.

**5. Questions from the Public**

S. Brown was welcomed as an observer. There were no questions.

6. **Minutes of Meeting held September 7, 2016**

6.1 **Corrections**

None.

6.2 **Adoption**

**GB 16-10-02 It was moved by R. Haines and seconded by A. Crosbie to adopt the minutes of September 7, 2016 without correction. The motion passed unanimously.**

7. **Other Governing Board Members/Associates**

7.1 **Recording Secretary Nomination**

J. Lamosa 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. Suggestions were made and the individuals will be invited to participate next month.

**GB 16-10-03 It was moved by J. Lamosa and seconded by M. Petruzzo 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**

J. Lamosa explained to the GB members the advantages of commissioner involvement at GB meetings.

**GB 16-10-04 It was moved by C.A. Case 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**

J. Lamosa discussed inviting vice-principal participation at GB meetings.

**GB 16-10-05 It was moved by I. Leduc and seconded by M. Randle 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 discussed the draft rules and reviewed some minor changes that were presented to them. Questions were raised about evotes. The adopted GB Internal Rules are posted to the PCHS website.

**GB 16-10-06 It was moved by S. Larkin and seconded by L. Fournier 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 as discussed.**

**The motion passed unanimously.**

**8.2 Meetings schedule**

Consensus is that the PCHS Governing Board meets the second Tuesday of each month whenever possible. That is: November 8, December 13, January 10, February 14, March 14, April 11, May 9, June 13 and September 12. The dates will be posted on the PCHS website.

**8.3 Plan of Action & GB Budget**

J. Lamosa listed previous GB sub-committees. An email will follow inviting members to join the sub-committees. GB Budget will be discussed at a later date.

**GB 16-10-07 It was moved by A. Crosbie and seconded by M. Petruzzo 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 2016-2017 school year:**

**1) Transportation 2) Marketing**

**The motion passed unanimously.**

**9. Business Arising from the Minutes**

None.

**10. Reports**

**10.1 Principal's Report**

C. Galley provided a verbal report on the September 30<sup>th</sup> student count, breaking ground on the new soccer field turf, changes to student transportation, Open House and governing board training at the LBPSB.

**10.1.1 Field trips**

C. Galley submitted 10 field trips for approval, 4 via e-vote.

**It was moved by S. Larkin and seconded by M. Randle 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 ten 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 ten field trips submitted by Colleen Galley as follows:**

**GB 16-10-08 Mont Tremblant Hike (via e-vote); Oct.14, 7:15 am – 5 pm; V. Amar; 85 Sec. 5 students + 6 adults; school bus; ratio 1:15; \$25.00**  
**The motion carried with 15 in favour.**

**GB 16-10-09 Shakespeare Play @ Dawson; Nov. 18, 11:45 am– 3:45 pm; D. Nagy; 130 Sec. 2 students + 9 adults; school bus; ratio 1:15; \$18.00.**  
**The motion passed unanimously.**

**GB 16-10-10 Montreal Metropolis (via e-vote); Oct. 25, 7:45 am – 4:30 pm; L. Coretti; 30 Sec. 1 students + 6 adults; school bus & metro; ratio 1:5; \$35.00.**  
**The motion carried with 15 votes.**

**GB 16-10-11 Beechwood Terry Fox Run (via e-vote); Sept. 29; D. Nathan; 23 students + 2 adults; walking; ratio 1:11; no cost.**  
**The motion carried with 13 in favour and 1 abstention.**

**GB 16-10-12 Holocaust Museum; Nov. 25, 9 am – 2 pm; D. Yannakis; 30 Sec. 5 students + 3 adults; public transit; ratio 1:10; bus fare (possible grant).**  
**The motion passed unanimously.**

**GB 16-10-13 Debate Team Visit St-Thomas (via e-vote); Oct. 11; D. Nagy; 8 students; carpool; ratio 1:8; no cost.**  
**The motion carried with 14 votes in favour.**

**GB 16-10-14 Debate Team Tournaments (via e-vote); Oct. 14, Oct 21-22, Nov. 14, Feb. 10-11, 2017, Feb. 17-18, 2017; D. Nagy; 8 students; carpool; ratio 1:8; estimated \$25.00 cost.**  
**The motion carried with 14 votes in favour.**

**GB 16-10-15 Maison Théâtre; April 11, 2017, 8:30 am – 12:20 pm; A. Valois & S. Larkin; 335 students Sec. 3,4 & 5 + 20 adults; school bus; ratio 1:16; \$23.00.**  
**The motion passed unanimously.**

**GB 16-10-16 LGBTQ Education; Nov. 1; P. Aldred; 10 students + 2 adults; carpool; no cost.**  
**The motion passed unanimously.**

**GB 16-10-17 ALPS Life Skills (blanket approval); various dates; A. Bradley; walking, carpool; ratio 1:4; no cost.**  
**The motion carried with 1 abstention.**

**GB 16-10-18 TLC Resource Life Skills (blanket approval); various dates; P. Lobo; walking, carpool; no cost.**  
**The motion passed unanimously.**

### 10.1.2 Rentals

C. Galley submitted 4 rentals for approval, with one via e-mail vote.

**It was moved by A. Crosbie and seconded by D. Odubayo 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 four 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 16-10-19 Kingsdale Elem. School Halloween Dance (via e-vote); cafeteria; Oct. 29, 2 pm – 9 pm.**  
**The motion carried with 15 in favour.**

**GB 16-10-20 Chinese New Year Gala; auditorium; Jan. 27, 2017, 1 pm – 10 pm.**  
**The motion passed unanimously.**

**GB 16-10-21 St-Charles Elem. School Grad 6 Graduation; auditorium; June 22, 2017, 5:30 pm – 8:30 pm.**  
**The motion passed unanimously.**

**GB 16-10-22 Sheila Parkins School of Dance; auditorium & cafeteria; May 28, 2017, 8:30 am – 8:30 pm, June 1, 2017, 4:30 pm – 8:30 pm, June 3, 2017, 8:30 am – 8:30 pm, June 4, 2017, 9:00 am – 11:00 pm.**  
**The motion passed unanimously.**

### 10.1.3 Fundraising

C. Galley submitted three fundraisers for approval.

**It was moved by H. Himbury and seconded by S. Meisels 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 16-10-23 Socktober/Dans La Rue; TAG Sock collection; Sec. 2 student for Dans La Rue; Oct. 12 to Oct.28, 2016.**

**The motion passed unanimously.**

**GB 16-10-24 PPO QSP Magazine Sales to support PPO initiatives; all year long.**

**The motion passed unanimously.**

**GB 16-10-25 PPO Holiday Fair: Nov. 18 evening; raise funds for various PPO initiatives by renting tables for a holiday fair and sell refreshments.**

**The motion passed unanimously.**

#### **10.1.4 Service Contracts**

C. Galley submitted three service contracts for approval.

**It was moved by R. Haines and seconded by A. Bradley 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 three service contracts as follows:**

**GB 16-10-26 Math Homework Assistance Program; K. Citrin; cost dependent on grant.**

**The motion passed unanimously.**

**GB 16-10-27 Francisation for Students New to Quebec; D. Beach; Dec. 2016 – May 2017; cost dependent on grant.**

**The motion passed unanimously.**

**GB 16-10-28 Afterschool Homework Help for Juniors; teacher + student tutors; twice per week \$5.00/session.**

**The motion passed unanimously.**

#### **10.2 Teachers' Report**

Verbal reports were provided.

**S. Meisels leaves at 8:31. Quorum is maintained.**

**GB 16-10-29** Having reached the 8:30pm mark, and according to the PCHS GB Internal Rules of Management, it is moved by A. Crosbie and seconded by D. Odubayo to extend the meeting in order to complete the agenda.  
The motion passed unanimously.

**10.3 Support Staff Report**  
None.

**10.4 Students' Report**  
None.

**10.5 Commissioner's Report**  
None.

**10.6 Community Reps Report**  
None.

**10.7 Parent Representative's Report**  
A verbal report was provided.

**10.8 PPO Report**  
A verbal report was provided.

**GB 16-10-30** It was moved by S. Larkin and seconded by A. Bradley to approve a PPO donation of \$100.00 to the PCHS Debate Team.  
The motion passed unanimously.

**GB 16-10-31** It was moved by I. Leduc and seconded by R. Haines to support the PPO green initiative of a Food Sharebox Program at PCHS.  
The motion passed unanimously.

**10.9 Chairperson's Report**  
None.

**11. New Business**  
None.

**12. Correspondence**  
**12.1 Incoming**  
Governing Board Training at LBPSB.  
**12.2 Outgoing**  
None.

**13. Varia**  
A discussion provided clarification on e-votes.



**14. Questions from the Public**

None.

**15. Adjournment**

**GB 16-10-32 It was moved by M. Petruzzo and seconded by M. Randle to adjourn the meeting at 8:52. The motion passed unanimously.**

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J. Lamosa, GB Chair 2016-2017

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

