

**PIERREFONDS COMPREHENSIVE HIGH SCHOOL
GOVERNING BOARD 2016-2017
Minutes of the Meeting Held Wednesday, June 14, 2017
13800 Pierrefonds Blvd. (Library)**

Members Present: Luciano Cannucci, Caroll-Ann Case, Angela Crosbie, Laurie Fournier, Rowena Haines, Heather Himbury, Juan Lamosa, Sarah Larkin, Isabelle Leduc, Aidan Matthews, Dayo Odubayo, Marisa Petruzzo.

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

Commissioner: Craig Berger

Regrets: Aaryn Bradley, Amy Campbell, Ronak Gandhi, Rosanna Magnone, Susan Meisels, Matt Randle.

Absent:

Observer:

Recording Secretary: Caroll-Ann Case

1. Call to Order

Quorum having been established, the meeting was called to order at 6:40 by J. Lamosa.

2. Agenda

2.1 Additions

None.

2.2 Adoption

GB 17-06-01 It was moved by L. Cannucci and seconded by S. Larkin to adopt the agenda without change. The motion passed unanimously.

3. Questions from the Public

None.

4. Minutes of Meeting held May 16, 2017.

4.1 Corrections

None.

4.2 Adoption

GB 17-06-02 It was moved by A. Crosbie and seconded by R. Haines to adopt the minutes of May 16, 2017 without correction. The motion passed unanimously.

5. Business Arising from the Minutes

5.1 Consultation By-Law 9: Complaint Examination Procedure – Due June 15, 2017

Members present acknowledged having been consulted. It was decided that there was no need to respond to the consultation.

GB 17-06-03 It was moved by R. Haines and seconded by L. Cannucci that WHEREAS, in accordance with section 220.2 of the *Education Act*, a procedure for the examination of complaints from students or their parents must be established, by By-Law; and WHEREAS Bill 105, assented on November 23, 2016, introduced changes affecting said Procedure, effective July 1, 2017; and WHEREAS the LBPSB Governance and Ethics Committee reviewed the drafts *By-law 9-A Complaint Examination Procedure* and *By-law 9 – B Complaint Examination Procedure for International Students* and recommended that they be sent for consultation; and Whereas the Pierrefonds Comprehensive High School Governing Board has reviewed the consultation document; Be it resolved that no GB response to the board is required at this time. The motion passed unanimously.

6. Reports

6.1 Principal's Report

C. Galley provided a verbal report.

M. Petruzzo arrives at 6:45.

6.1.1 Field trips

Two field trips were submitted for approval.

It was moved by A. Crosbie and seconded by S. Larkin 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 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 two field trips submitted by C. Galley as follows:

GB 17-06-04 LBPSB Career & Education Fair at Riverdale; Nov. 14, 2017; 9:30-1:30; C. Galley; 170 students, Sec. 5 & WOTP + 11 adults; bus; ratio 1:15; no cost.

The motion passed unanimously.

GB 17-06-05 Grad Ski Trip Mont Sainte Anne; Feb. 6-9, 2018; T. Bagshaw; 90 students Sec. 5 + 6 adults; coach bus; ratio 1:15; \$310.00 per student.

The motion passed unanimously.

6.1.2 Rentals

Three rentals were submitted for GB approval.

It was moved by D. Odubayo and seconded by M. Petruzzo 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 three 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 17-06-06 Ballet Pierrefonds; auditorium; Apr. 27, 2018, 4 pm - 8 pm; Apr. 28, 2018, 12 pm – 5 pm.

The motion passed unanimously.

GB 17-06-07 Cabaret Kids; auditorium; Apr. 30, May 1, 2, 3, 5 and 6, 2018 weeknights 5:30 pm – 8 pm, weekends 11:30 am – 3:30 pm.

The motion passed unanimously.

GB 17-06-08 The Studio by Funky Feet; auditorium; June 10, 2018, 8 am – 6 pm.

The motion passed unanimously.

6.1.3 Fundraising

Four fundraising requests were submitted for GB approval.

It was moved by I. Leduc and seconded by L. Fournier 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 four fundraisers and where they meet with the PCHS GB Criteria for the Approval of Fundraisers;

Be it resolved to approve the fundraisers submitted by C. Galley as follows:

GB 17-06-09 Leadership Citrus Sale; H. Bertrand; for supplies for organizing student activities; October 2017, 2 weeks.

The motion passed unanimously.

GB 17-06-10 Leadership Class Fundraising – blanket approval; H. Bertrand; various activities for supplies or for charity; all year long 2017-2018.

The motion passed unanimously.

GB 17-06-11 Leadership Class Fundraising – Dominos Pizza or Subway Combos; H. Bertrand; for supplies for organizing student activities.

The motion passed unanimously.

GB 17-06-12 Fundraising for the Leukemia and Lymphoma Society of Canada; V. Scotto IB Personal Project; off school property.

The motion passed unanimously.

6.1.4 Service Contracts

No service contracts were submitted for GB approval.

6.2 Teachers' Report

No report.

6.3 Support Staff Report

See report.

6.4 Students' Report

See report attached.

6.5 Commissioner's Report

A verbal report was provided by c. Berger.

6.6 Community Reps Report

No report.

6.7 Parent Representative's Report

No report.

6.8 PPO Report

See report attached.

GB 17-06-13 It was moved by A. Crosbie and seconded by H. Himbury to approve the PPO allocation of funds as follows: \$173 PCHS banner, \$32 plaques for water fountain and Chromebooks, \$106 Gourmet Cooking supplies.

The motion passed unanimously.

6.9 Chairperson’s Report

A verbal report was provided by J. Lamosa.

7 New Business

7.1 School Budget

C. Galley presented the PCHS May – June Proposed Budget for 2017-2018 to the members present. She provided explanations and answered questions.

GB 17-06-14 It was moved by M. Petruzzo and seconded by I. Leduc that Whereas the principal shall prepare the annual budget of the school and submit it to the Governing board for adoption as per article 96.24 of the Education Act; and

Whereas the Governing Board is responsible for adopting the school’s annual budget proposed by the principal, and shall submit the budget to the School Board for approval as per article 95 of the Education Act; and

Whereas the Governing Board of Pierrefonds Comprehensive High School has reviewed the 2017/2018 annual budget submitted by C. Galley at the June 14th, 2017 Governing Board meeting;

Be it resolved that the PCHS Governing Board adopts the school budget as presented.

The motion passed unanimously.

7.2 GB Annual Report

J. Lamosa presented the draft GB Annual Report for 2016-2017 and invited members to submit their corrections and additions via email.

7.3 GB Financial Report

J. Lamosa presented the draft 2016-2017 GB Financial Report to this date and invited members to submit their corrections and additions via email.

7.4 Annual General Assembly of Parents

The AGM has been scheduled for September 14, 2017.

8. Correspondence

8.1 Incoming

PEF Newsletter
Consultation Response Confirmations

8.2 Outgoing

Response to Consultation 3-Year Immovable Plans consultation

9. Varia

Point of information IB Personal Project Survey, N. Durante.

10. Questions from the Public

None.

11. Adjournment

GB 17-06-15 It was moved by R. Haines and seconded by L. Cannucci to adjourn the meeting at 7:40. The motion passed unanimously.

J. Lamosa, GB Chair 2016-2017

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

**Pierrefonds Comprehensive High School Governing Board 2016-2017
Support Staff Report – June 2017**

- During Poetry Month, Rapper and poet Dan Parker spent several days in the LLC teaching students the intricacies of this literary genre. Students also showed off their talents during the 3D Poetry exhibit.
- We were fortunate to welcome John Abbott student and PC alumnus Emily Barrington as she completed her fieldwork prior to graduating from the JAC Information and Library Technologies Program.
- Two more videos created by the Ministry and the Quebec School Library Network were released this month. They focused on the Comic Book Club and the collaboration between teachers and the librarian at PCHS. This brings a total of 5 videos created at PCHS by the ministry. They may soon be viewed once approved by admin.
- The end of the school year marks the deadline to return books to the LLC collection. Twelve books are considered lost and will have to be replaced next year at a cost of about \$300.00.
- Students and staff are very grateful to the PPO for their generous donation of 2 Chromebooks and six Ikea chairs to the LLC bringing our total to ten (10) Chromebooks and sixteen (16) computers. The two new Chromebooks will be added to the LLC once our computer technician readies them for student use. Our perennial goal of providing a full class set so that every student may have access during class time is closer to being met.
- The LLC continues to be a favourite destination at PCHS for students and staff because of the many resources available to them. Class bookings, workshops, staff meetings, weekly Comic Book Club and Dungeons & Dragons meetings, student exhibitions, are just some of the activities that took place this year.
- The LLC will serve as Study Hall and location for planned tutorials during exams.
- Thank you to our 2 parent volunteers and numerous student volunteers for their valuable help.
- The Library Learning Commons (LLC) Annual Report will be posted to the PC website in June pending approval.

Respectfully submitted by Carol-Ann Case

Aidan Matthews
Ronak Gandhi

GB Meeting #9

May-June 2017

Student Report

- The Academic Awards took place June 1. They were originally scheduled for May 18.
- The Athletics Banquet took place June 9. It was originally scheduled for June 2.
- The last day of classes was June 2 for Secondary 5 students and June 7 for students in Secondary 1 through 4.
- The Cycle 1 LaRonde Trip took place June 14.
- There will be a mandatory rehearsal for Convocation on June 20 at 11:30 am in the auditorium. Convocation will take place June 21.
- Extra tickets for Convocation were distributed throughout the week of May 29.
- The IB Diploma Ceremony for the graduating class of 2016 took place June 14.
- TCBY was sold during junior lunch on June 1.
- Raffle tickets to win two plane tickets to anywhere WestJet flies were sold at lunch from May 24 to June 1. It is a MeToWe initiative benefitting Maison Des Jeunes and Réfugiés de Montréal.
- Over \$3000 was raised for West Island Community Shares Special Neighbours Fund at the end of year benefit concert that took place May 24 at PCHS.
- The winners of PCHS' Photography Concert were announced via the daily announcements, the school's Facebook page and through Instagram (@pchspartographyclass).
- PCHS Bistro Night, hosted by the grade 10 cooking class and Ms. Tracy Bieszez took place May 25.
- The last GSA meeting was held June 2.
- Students were able to tie-dye their own shirts for \$1 outside at lunch on May 25.
- Report card pick-up will take place on June 28 from 8:00 am - 12:00 pm.
- Prom for secondary 5 students will take place on June 23 at Salle de Reception LA PLAZA.
- English ministry exams for all secondary 5 students were from May 23-25.
- IB e-Assessments for secondary 5 students took place throughout the week of May 15.

**PPO REPORT
MAY 2017**

ALLOCATION OF FUNDS FOR APPROVAL

- PCHS Banner \$173
- PPO Plaques for the water fountain and Chromebooks \$32
- Kitchen items for cooking class with the remaining amount (About \$106)

TREASURER

- Balance: \$311

NEXT YEAR

- The committee will miss Mr. Arsenault!
- Trudie Mason is organizing that parents come volunteer at registration days on August 22nd and 23rd.
- First meeting: Monday September 25th, 2017