
**PIERREFONDS COMMUNITY HIGH SCHOOL
GOVERNING BOARD 2021-2022
Minutes of the Meeting held June 14, 2022**

Members Present: **Parents:** Ayesha Altaher, Susan Brown, Brenda Downes-Tremellen, Isabelle Leduc, Chris Pearson, Heather Himbury (alt), Kristine Pino (alt),
Staff: Josie Arcobelli, Stefania Bertrand, Lori Brown, Angela Crosbie, Laurie Fournier, Keith Mills, Deborah Nagy,
Students: None present

Administration: **Principal:** Nick Hayter

Commissioners:

Community Reps: Kemba Mitchell (CLC)

Regrets/Absent: Marcus Hamaker, Genevieve Bienvenu, Greg Piggins, Jennifer Sholzberg

Recording Secretary: Susan Brown

Public: Chris Eustace (public)

1. Call to Order

Quorum was established and the meeting was called to order at 6:31PM by Chris Pearson.

2. Agenda

2.1 Additions

None

2.2 Approval

GB 22-06-01 *It was motioned by Brenda Downes-Tremellen and seconded by Laurie Fournier to approve the agenda. The motion was carried unanimously.*

3. Questions from the Public

- Ethics report from earlier this year was sent to the GB just before the meeting

4. Minutes of Meeting held May 10, 2022

4.1 Corrections

None

4.2 Approval

GB 22-06-02 *It was motioned by Isabelle Leduc and seconded by Lori Brown to approve the minutes from the previous meeting. The motion was carried unanimously.*

5. Business Arising from the Minutes

Nothing

6. Reports

6.1 Students' Report

No students are in attendance

6.2 Teachers' Report

Ms Crosbie presented:

- IBE exams took place
- Sports Banquet
- IB workshops on zoom
- Next year for Phys Ed
- Study hall on Sat well attended

6.3 Support Staff Report (Keith Mills)

- Green team composted - student lead
- Library busy, still some books out
- Santa for Seniors - request to have students writing birthday cards to seniors
- Project PACE (alps 8 & 9) learned about Farm Life with Aids, assisted in Logistics
- Y zone busy place during Junior lunch. Students dealing with addiction and saw significant rise in social media. Y Zone was greatly used.

6.4 Community Learning Center Report (Kemba Mitchel)

Kemba presented a report which included:

- required report that is to be submitted to Learn Quebec
- 38 activities/ workshops were delivered through the program
- 100 volunteers supported the programs
- Donations: \$2500
- Grants: \$5000 total
- feedback from report from Learn Quebec - they were really impressed with everything that was done at PCHS
- these numbers include only those activities run by outside partners (not including staff)

6.5 Commissioner's Report (Craig Berger)

A report was provided in the google drive which included:

- Courtesy bussing cost has increased
- Administrative staffing changes - because of the loans of service
- Approved Chartwells for the Cafeteria service, Caf-Mobiles has gone out to tender
- Thank you to the Governing Board Members and Staff members
- Have a peaceful and restful summer!

6.6 Community Reps Report

6.7 Parent Representative's Report (Greg Piggins, Brenda Downes-Tremellen)

- consultation of the 3-year plan
- potential structure changes for the Parents committee (may be changed to groupings by regions)
- daycare (daycare committees and other issues)
- some meetings over the summer
- may continue as hybrid (in person one month and next one zoom)

6.8 IEP representative for SNAC Report (Sheila Moody)

Not in attendance

- Report is on the shared drive
- two communications per year approved

6.9 PPO Report

- Informal meeting - at dinner at the end of the year
- Informal discussions about what to do next year
- Bottle Drive was not as successful as other fundraisers

- Continue Flip Give
- Have a Dominoes Pizza (same format as previously performed)

GB 22-06-03 *It was motioned by Lori Brown and seconded by Josie Arcobelli to approve these initiatives continue up to the first meeting of the 2022-2023 Governing Board. The motion was carried unanimously.*

6.10 Principal's Report (Nick Hayter)

Report was provided

- Tent purchased using the money allocated from the Governing Board (Mr. Hayter commented on the excellent quality.) Will be used at various events
- Exam period has been going well,
- Summer school is online again for most courses, information will be sent out to parents soon
- CFER students attended Olympiads and they won the Olympiads and the Banner
- Mr Mills attended an event where students received bursaries, they will submit names
- Table des Chefs did very well in their competition
- PCHS attended the vernissage in Pointe Claire (students explained their artwork, and one student had a piece of artwork purchased)
- LBPSB hosted track and field event for the elementary schools at PCHS (1500 students each day).
- Canadian Olympic Committee donated clothing which will be donated to all students
- GSA flag raising event
- Breakfast Club: some students help and thanks to them for feeding all of the students all year
- PCHS teams did very well this year
- Positivity at the Sports Banquet, great to see the students cheering each other
- Study Hall on weekends prior to the exams (this may continue Saturday mornings during the year)
- WOTP meetings with the parents via Zoom
- Grade 10 IB projects meeting with parents

6.10.1 Field trips

	Event	Date	Grade	Cost	Transport	Ratio	Supervision	Responsible Staff Member	Approved School Council
GB-22-06-04	Outdoor Club - climbing	21-Jun-22	All	\$0	Bus	1:10	PCHS staff	Theresa Bagshaw	May 31st, 2022
GB-22-06-05	Outdoor Club - climbing	22-Jun-22	All	\$0	Bus	1:10	PCHS staff	Theresa Bagshaw	May 31st, 2022
GB-22-06-06	Stratford	October 13-15 2022	All	\$485	Coach bus	1:10	PCHS staff	Lori Brown	May 31st, 2022
GB-22-06-07	Europe Trip	March 2 - 11 2023	Grade 10 & 11	\$3,996	Plane, bus, train	1:10	PCHS staff	Josie Arcobelli	May 31st, 2022
GB-22-06-08	New York Trip	April 19-22 2023	Grade 10 & 11	\$650	Coach bus	1:11	PCHS staff	Hugues Bertrand	May 31st 2022

Comments/Questions

- Europe (different insurance provided this year, to cover cancellation in case of Covid)
- New York as per the spreadsheet
- The Europe trip and New York - choose one of the two (not both)
- Other trips for other grade levels will be available to each grade level provided for approval in the fall once they discuss with new staff.

Q: is there insurance to cover reimbursement - there is special / different insurance that will cover reimbursement if the number of Covid cases increases, and the trip has to be cancelled

Q: if Covid is caught? cover the guidelines of that country

Q: how are decisions made about trips? is there a possibility of visiting other areas in the world (why Europe and not other places)?

It is a good idea to look at other countries / places. Costa Rica has been done in the past, another trip was planned, but not done. It is up to the teachers who decide to run the trip to choose trips (there are restrictions about the cost, distance and time away from school).

Q: is there an opportunity to do fundraising to reduce the cost of some of these trips?

Yes, but up to the teachers to reduce the costs. For the Europe trip there will be fundraisers.

For the Stratford trip, there is a grant that can be provided from the Stratford organization (then the cost will be reduced).

GB 22-06-04 and GB 22-06-05 It was motioned by Deborah Nagy and seconded by Angela Crosbie to approve the 2 climbing activities. The motion was carried unanimously.

GB 22-06-06 It was motioned by Laurie Fournier and seconded by Brenda Downes-Tremellen to approve the Stratford field trip as presented. The motion was carried unanimously.

GB 22-06-07 It was motioned by Heather Himbury and seconded by Lori Brown to approve the Europe trip as presented. The motion was carried unanimously.

GB 22-06-08 It was motioned by Isabelle Leduc and seconded by Laurie Fournier to approve the New York trip as presented. The motion was carried unanimously.

6.10.2 Rentals

6.10.3 Fundraising

	Event	Date	Description of event	Cost	Person Responsible	Approved School Council
GB-22-06-09	Entrepreneurship	Nov 26th 2022	Entrepreneurship Fair	Item specific	Lori Brown	May 31st, 2022

Entrepreneurship fair

- Organized by grade 8 - students, classes and outside community and create a scholarship in Tristan's name
- Proceeds by a class from what they sell, goes towards
- Student 30\$ for the table (money they make, they keep)
- outside community 60\$ for a table

GB 22-06-09 *It was motioned by Isabelle Leduc and seconded by Brenda Downes-Tremellen to approve the Entrepreneurship Fair fundraiser as presented. The motion was carried unanimously.*

6.10.4 Service Contracts

- Academic Support Program (which would include Peer tutoring program)
- Francisation
- Extra curricular activities (cost depends on the coaches, etc.)
- Approved up to the first meeting of the new 2022-2023 Governing Board

It was motioned by Brenda Downes-Tremellen and seconded by Deborah Nagy to approve the following service contracts up to the first meeting of the new 2022-2023 Governing Board. The motion was carried unanimously.

	Event	Date	Description of event	Cost	Employee / Company	Person Responsible
GB-22-06-10	Academic Support Program	Sept 2022 - May 2023	After school academic support program and Peer Tutoring	Hourly rate	Staff	Kemba Mitchell
GB-22-06-11	Francisation	Sept 2022 - May 2023	French support	Hourly rate	Staff	Nick Hayter
GB-22-06-12	ECA	Sept - June	Extra Curricular Activities	TBD	Staff, external coaches, animators	Kemba Mitchell

6.11 Chairperson's Report (Chris Pearson)

- Thanks everyone for their dedication and everyone's attendance. The alternates and alternate staff heartfelt thank you.

7 New Business

7.1 2021-2022 GB Annual Report
Report was reviewed

GB 22-06-13 *It was motioned by Angela Crosbie and seconded by Lori Brown to approve the 2021-2022 GB Annual Report. The motion was carried unanimously.*

7.2 June Budget 2022-23

- Not received yet, this will be postponed.
- We may have to meet in September 2022
- Commissioners are having their workshop about the budget. There will more likely be an extension until September (not needed to be done by July 2022)

7.3 2022-2023 AGM

- We haven't had the instructions / directives whether we must have the AGM in person or if it can be virtual.
- Nick will confirm what the directives are so that we can plan.

7.4 School fees/materials

- Costs may increase by a few dollars due price increases between now and in the fall.
- Have added the history and geography from the same publisher as the IB French ones (they are good quality)
- ALPS have had reduced fees (removed things that weren't being used)
- IB Managebac is going to be changed to Toddle (more closely related to Google Classroom)

GB 22-06-14 *It was motioned by Angela Crosbie and seconded by Laurie Fournier to approve the Fees as presented. The motion was carried unanimously.*

7.5 Code of Conduct

- Committees met to discuss the PCHS Code of Conduct. They decided to simplify it and include the common values and what is expected of everyone. They changed the 'rules' to 'expected behaviours. Removed and included some things in relation to diversion, inclusion and diversity.
- The tables, which included the consequences, are replaced with the interventions and consequences section.
- Next year they will revise the ABAV document.

GB 22-06-15 *It was motioned by Isabelle Leduc and seconded by Lori Brown to approve the Code of Conduct as presented. The motion was carried unanimously.*

8 Correspondence

8.1 Incoming

None

8.2 Outgoing

None

9 Varia

- Mr Oliphant is moving on
- Ms Desbiens is going to Springdale
- Ms Bagshaw is retiring, Helga is retiring

10 Questions from the Public

Q: discussion about virtual vs in-person meetings, his opinion, virtual provides a better turn-out.

Q: are the grad exercises postponed? Convocation is Friday 17 June

Have a great summer!

11 Adjournment

GB 22-06-16 It was motioned by Angela Crosbie and seconded by Stefania Bertrand to adjourn the meeting at 7:43PM. The motion was carried unanimously.



Chris Pearson, GB Chair 2021-2022

Lucia Coretti, Principal P.C.H.S.