



**PIERREFONDS COMMUNITY HIGH SCHOOL
GOVERNING BOARD 2023-2024
Minutes of the Meeting held October 10, 2023**

Members Present: **Parents:** Debbie Begg, Brenda Downes, Marcus Hamaker, Sheila Moody, Daniel Obiri, Chris Pearson, Greg Piggins, Melanie Mammarella (ALT)
Staff: Josie Arcobelli, Donna Blake, Angela Crosbie, Jackie Jansons, Alexander Navarrete, Keith Mills, Jen Sholzberg
Students: Nyla Alleyne, Harshitha Setty

Administration: **Acting Principal:** Sheila Honeybourne
VP: Arryn Bradley

Commissioners: Craig Berger

Community Reps:

Regrets/Absent: Howard Puritt

Recording Secretary: Sheila Moody

Public: Chris Eustace

1. Call to Order

Quorum was established and the meeting was called to order at 6:32PM by Chris Pearson.

2. Agenda

2.1. Additions

ABAV plan sent by Ms. Bradley will be added under Varia.

2.2. Approval

GB 23-10-01 *It was motioned by Marcus Hamaker and seconded by Angela Crosbie to approve the agenda with this one addition. The motion was carried unanimously.*

3. Introduction of GB Members

Each member gave a brief introduction of themselves (round table)

4. Election of Chair

4.1. Procedure of Election for Chair

4.2. Election of Chair

- Brenda nominated Chris Pearson and it was seconded by Marcus Hamaker.
- There were no other nominations and Chris Pearson accepted his nomination.
- He was elected chair by acclamation.

5. Questions from the public

Chris Eustace introduced himself and talked about an issue he's raised before – Kids Help Phone logo on PCHS website. At the council meeting Ms. Kelly and Ms. Finn said it would be OK so he'd like to know if we can add it. Chris mentioned that Miss Honeybourne will talk about the website later, but it shouldn't be an issue if it's approved at the board.

6. Minutes of the meetings held June 20, 2023

6.1. Corrections

6.2. Approval

GB 23-10-02 *It was motioned by Brenda Downes and seconded by Daniel Obiri to approve the minutes from the previous meeting. The motion was carried unanimously.*

7. Other Governing Board Members/Associates

7.1. Recording Secretary Nomination

- Chris Pearson nominated Sheila Moody, and it was seconded by Brenda Downes.
- There were no other nominations and Sheila Moody accepted the nomination.
- She was elected recording secretary by acclamation.

7.2. Community Representative at GB Meetings

GB 23-10-03 *It was motioned by Chris Pearson and seconded by Jen Sholzberg to invite a community representative to the GB meetings. The motion was carried unanimously.*

7.3. Commissioner Participation at GB Meetings

GB 23-10-04 *It was motioned by Brenda Downes and seconded by Marcus Hamaker to allow commissioner participation at the GB meetings. The motion was carried unanimously.*

7.4. VP Participation at GB Meetings

GB 23-10-05 *It was motioned by Alexander Navarrete and seconded by Greg Piggins to allow VP participation at the GB meetings. The motion was carried unanimously.*

7.5. Election of IEP rep for SNAC

- Chris Pearson nominated Sheila Moody, and it was seconded by Brenda Downes.
- There were no other nominations and Sheila Moody accepted the nomination.
- She was elected IEP rep by acclamation.

8. Internal Management

8.1. Internal Rules of Procedure/Management

- The rules are on the shared drive for all members to review.
- Chris asked for questions/changes – there were none.

GB 23-10-06 *It was motioned by Jen Sholzberg and seconded by Brenda Downes to approve the internal rules of procedure/management. The motion was carried unanimously.*

8.2. Meeting Schedule

2nd Tuesday of the month generally with a few exceptions

Nov. 14th, Dec. 5th, Jan 16th, Feb. 13th, March 19th, April 9th, May 14th, June 11th

9. Business arising from the minutes

None

10. Reports

10.1. Students' Report

Full report is on the shared drive and includes the following subjects:

- Activities completed
- Upcoming events
- Leadership activities
- Problems and suggested solutions

10.2. Teachers' Report

Full report is on the shared drive and includes the following subjects:

- Curriculum Night
- First day of school for grade 7 students
- Grade 11 Sports Admin. class helped Beechwood Elementary with their Annual Terry Fox Run
- Stratford trip
- Grade 7 icebreakers
- Cross Country Run
- Fall sports, ECA's and Academic Support
- Orange shirt day
- Y Zone
- PC Players auditions for Coraline
- Drop off zone paving done
- Visions fundraiser

Q – Will there be lines added to horseshoe drop-off area?

A – Will be done but not sure when

10.3. Support Staff Report

Report is on the shared drive and includes the following subjects:

- Support staff involved in ECA's and Academic Support
- Intergenerational activities - Visits to seniors have started - students represent PCHS well

10.4. EDI Report

No report

10.5. Community Learning Center Report

- Kemba Mitchell does not work at PCHS anymore
- Determining next steps

10.6. Commissioner's Report

Craig did his report early (6:55PM) as he had to leave for another meeting.

- 25 years of English language school boards – various events planned
- At last meeting – welcomed 2 student commissioners
- Various consultations coming this year
- Support for teachers in their negotiations with the government
- Issue for admissibility for English schooling (backlog)
- Ruling on Bill 40 – happy that boards have been maintained and that he can attend the meetings as a commissioner

10.7. Community Rep's Report

NA

10.8. Parent Representative's Report

- Had AGA on 28th
- Only 1 meeting rather than 2 as in previous years
- Next meeting not scheduled yet
- Brenda is our PCHS rep and the treasurer on the advisory board

10.9. IEP Rep for SNAC Report

- Had our AGA in September
- Not very well attended – had many more parents last year when done via zoom
- Lisa Mancini remains the Chair and Sheila is the Vice Chair
- Reminder to follow SNAC on Facebook and that all meetings are open to parents of children on an IEP and they can ask questions during the public question period

10.10. PPO Report

- First meeting was held last week – had some new faces which is great
- Brenda is the chair, Nicole is VP
- PPO is looking after bake sale at open house next week
- They are going to schedule meetings before GB in case any approvals are needed

10.11. Principal's Report

Full report is on the shared drive and includes the following subjects:

- School events & activities
- Staffing update
- Parascolaire Grant
- Rentals

Some points discussed in more depth:

- We need signage for the sports fields, so it is clear to all that they are the property of PCHS during school hours (until 6PM)
 - Per Chris – Genevieve Bienvenu (former board member) – does sports coordination for the city
- Summer rental – vandalism issue – still looking into it
 - Brenda mentioned that a summer community pool was shut down and they have an air hockey table and some board games that could be donated
 - Suggested reaching out to the community for donations
 - Greg has board games to donate

Q: Marcus – can GB decline summer rentals in future?

A: Chris – we can't decline anything that the school board approves

- School board is supposed to vet these rentals in advance
- We need to make sure the board is aware
- If it's been bought by the school, public money, so school can permit it be used however if it is bought by PPO, that is separate (school donations) – so not included

Q: Marcus – should we write a letter?

A: Wait until November – see how the board responds to Ms. Honeybourne's request

Q: Has this happened in the past?

A: It has happened before per Ms. Crosbie

Q: Can we know exactly what they are allowed to use?

A: contract is supposed to outline this (per Chris) and there is a damages section

Q: Can we request they fill out a damage report when things happen?

A: Ms. Honeybourne will ask

Per Chris – 2/3 of tent paid for by GB budget

Ask city as maybe it got mixed up with tent pick up

GB 23-10-07 *It was motioned by Brenda Downes and seconded by Greg Piggins to extend the meeting by 30 minutes. The motion was carried unanimously.*

10.11.1. Field Trips

It was motioned by Brenda Downes and seconded by Angela Crosbie to approve the following field trips. The motion was carried unanimously.

Event	Date	Grade	Cost	Transport	Ratio	Supervision	Responsible	Approved
							Staff Member	School Council
GB 23-10-08 GMAA Sports / School Board Events	All Year	11-Jul	TBD	TBD	1:15	Coaches, PCHS staff	Angela Crosbie	June12/23
GB 23-10-09 Community Outings within 2km	Sept - June	11-Jul	\$0	2km Walking/ STM	TBD	PCHS staff	PCHS staff	
GB 23-10-10 Indigenous Culture Activity	Sep18 & 19/23	1:12	\$0	\$0	1:12	Lori Brown	Lori Brown	Sept16/23
GB 23-10-11 Grad Ski Trip Ste Anne de Beupre	Jan 25 - 27, 2024	11	\$450	Coach Bus	1:13	PCHS staff	P. Oland, S. Bertrand	Sept 5/23
GB 23-10-12 Boston Trip	May 2 - 4, 2024	10	\$645	Coach Bus	1:10	PCHS staff	M. Guyver	Sept 5/23
GB 23-10-13 Leadership Activities: Lunch & During class	All Year	11-Jul	\$0	NA	TBD	R. Moudarres.	PCHS staff	Sept 5/23
GB 23-10-14 ALPS & TLC Community Outings	All Year	ALPS & TLC Students	\$0	2km walking	1:06	TLC/TLC Teachers	L. Weisbloom, P. Lobo	Oct.4/23
GB 23-10-15 Open HUse Road Show	Oct 10-17, 2023	11-Jul	\$0	Staff Vehicle	1:03	P.Oland, C. Clarke	P. Oland, C. Clarke	Oct 4/23
GB 23-10-16 Leadership Activities: Leadership Class	All Year	9	\$0	2 km Wlaking	1:27	M. Guyver	M. Guyver	Oct 4/23
GB 23-10-17 Creating Conversation Collage	Oct - Dec 2023	11-Jul	\$0	Car Pooling	1:03	N Chaine,P. Lapante,	S. Allard	Oct4/23
GB 23-10-18 LBPSB Career Fair	Nov 22/23	11, Visions, WOTP	\$0	Bus	1:15	PCHS Staff	A. Merone	Oct 4/23

10.11.2. Rentals

There is blanket approval for rentals from September 2023 to June 2024
 Since we have no right to refuse, there is no need to motion or vote

10.11.3. Fundraising

It was motioned by Jen Sholzberg and seconded by Alexander Navarrete to approve the following fundraisers. The motion was carried unanimously.

	Event	Date	Description of event	Cost	Person Responsible	Approved School Council
GB 23-10-19	General Fundraising	Sept - June	All school fundraising activities that are approved by administration and school	\$3 and less	PCHS staff and PPO	
GB 23-10-20	Terry Fox Run	Sept - June	Donations towards the Terry Fox Foundation		PCHS staff	
GB 23-10-21	WoodWorking Store & Services	Sept. - June	Sell wood creations & refurbished furniture	TBD	P. Oland	Set 5/23
GB 23-10-22	General: Visions	September	Freezies - to raise \$for field trips, kitchen supplies , hoodies	\$1	K. Blackburn	Sept 5/23
GB 23-10-23	General: Open House 2 days of	Oct 17,26, Nov 19	IBMYP Bakery Pop up - \$ to be donated to cancer Research	\$3 or less	M. Guyver	Sept 5/23
GB 23-10-24	General: Visions	October	Halloween Goodie sale - raise \$ for Vision Activities	\$3 or less	K. Blackburn	Oct 4/23
GB 23-10-25	General: Sports Fundraiser	Nov10 - 12	Futsal Tourn. Selling assorted food items	\$3 or less	A. Crosbie	oct 4/23

Q: Can they do grad fundraising to reduce cost of prom ticket?

A: Ms. Yanakis is in charge – should have some news soon

Ms. Arcobelli is looking to create a student council and they can help with grad fundraising

10.11.4. Service Contracts

It was motioned by Brenda Downes and seconded by Josie Arcobelli to approve the following fundraisers. The motion was carried unanimously.

	Event	Date	Description of event	Cost	Employee / Company	Person Responsible
GB 23-10-26	Academic Support Program	Oct 2023 - May 2024	After school academic support program and Peer Tutoring	Hourly rate	Staff	Kelly Citrin & Andrea Blacklock
GB 23-10-27	Francisation	Oct 2023 - May 2024	French support	Hourly rate	Staff	TBD
GB 23-10-28	ECA	Oct 2023 - June 2024	Extra Curricular Activities	TBD	Staff, external coaches, animators	S. Spencer S. Honeyborne

10.12. Chairpersons Report

Welcome everyone to GB and thank you for your dedication.

Q – Is GB participating in open house next week as it was done in the past

A – Good idea to have presence

OK to be invited per Ms. Honeyborne

11. New Business

None

12. Correspondence

12.1. Incoming

12.1.1. Consultation – Enrolment Criteria Policy

12.1.2. School/Centre Name and External Property Name Policy (Nov. 15)

- Tabled all consultations until the next meeting

12.2. Outgoing

None

13. Varia

ABAV

- Tabled until the next meeting

14. Questions from the Public

Q – Can the public ask the commissioner questions?

A: Can only ask during the 2 allotted question period times

Q – When is the next PC meeting and who is the new chair?

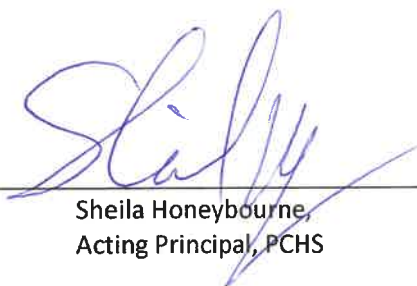
A – Next meeting not set yet – chair is Shane Ross

15. Adjournment

GB 23-10-29 It was motioned by Angela Crosbie and seconded by Greg Piggins to adjourn the meeting at 8:27PM.
The motion was carried unanimously.



Chris Pearson
GB Chair 2023-2024



Sheila Honeybourne,
Acting Principal, PCHS