



Birchwood Elementary School

Governing Board

Sept 21st, 2023 @ 6:30 pm

Name	Position	Voting rights	Attendance
Brigitte Valois	Principal	No	Y
Caroll Laviolette	Daycare Rep.	Yes	Y
Joanne Ackland	Staff	Yes	Y
Tina Cutrone	Staff	Yes	Y
Marie France Christophe	Staff	Yes	Y
Isabelle Bernier	Staff	Yes	Y
Leslie Rose	Parent member	Yes	Y
Derek Kenny	Parent member	Yes	N
Jeff Stern	Parent member	Yes	Y
Chris Jardim	Parent member	Yes	Y
Julia Mossman	Parent member	Yes	Y
Daniel Olivenstein	Commissioner	No	Y
Daniel Bachner	Parent Alternate	Yes	Y

Quorum: 50% of all members and at least 50% of the parent members.

Birchwood has 10 voting members; therefore 6 members are required to be present at the meeting with at least 3 being parents.

AGENDA

1. Approval of the Agenda **1st: Caroll 2nd: Joanne -> Unanimous**
2. Approval of the minutes of the last meeting (June 2023) **1st: Tina 2nd: Caroll -> Unanimous**
3. Operations:
 - a. Election of Chair **Nomination by Caroll & Joanne : Leslie Rose -> Voted in by acclamation**
 - b. Election of Vice Chair **Nomination by Leslie : Jeff Stern -> Voted in by acclamation**
 - c. Election of Secretary **Tabled until Oct Meeting**
 - d. Decision on 1 year term positions **Julia Mossman selected 1 x 1 year position 2nd position Tabled until Oct Meeting**
 - e. 5th Alternate **Melissa Beepat by Acclamation**
 - f. Alternate Order Selection **Alphabetical as per Rules of internal Management**
 - g. Rules of Internal Management
 - h. 2022-2023 Annual Report
 - i. Soup Schedule
4. Discussion: **all Tabled to Next meeting**
 - a. Updated ABAV
 - b. Park Permission Form Approval Done by Emergency Meeting Aug 31st
 - c. Consultation - Policy on School Daycare and Lunch Program and School and Continuing Education Fees Policy Due Nov 17th
 - d. Consultation - By-Law 9 - Complaint Process Due Nov 17th
 - e. Consultation - Commitment to Success Plan Due Nov 17th
5. New Business:
 - a. Fieldtrips / School Events Information
 - b. Fieldtrips / School Events for Approval **1st: Caroll 2nd: Daniel -> Unanimous**
 - i. Geordie Play
 1. All Students
 2. Friday March 1st @ 2pm
 3. Possibly fully covered by Culture in the Schools, less than \$5 per student max
 - ii. CAPA Fundraiser - Freezies
 1. Cycle 3 students participating in CAPA
 2. Friday, Sept. 29 & Friday, Oct. 6, 2023, at lunchtime

3. \$2 each treat

6. Other Business

- a. Principal's report
- b. Commissioner's Report
- c. Daycare Report
- d. Home & School Report
- e. PC Report

7. Correspondence

8. Public Question Period

9. Next meeting: October 19th

10. Adjournment **1st: Carol** **2nd: Isabelle -> Unanimous**