



# Birchwood Elementary School

## Governing Board

January 23<sup>rd</sup>, 2023 @ 6:30 pm

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

**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
2. Approval of the minutes of the last meeting (Oct & Dec 2023)
3. Operations:
  - a. Decision on 1 year term positions
4. Discussion:
  - a. Principal Selection criteria for the 2024-2025 school year - Due March 15<sup>th</sup> 2024 – Tabled until February. Leslie to e-mail out previous version for review prior to discussion.
  - b. LBPSB Budget 2024-2025 consultation - Due March 28th
  - c. Policy on School Daycare and Lunch Program Services and The School and Continuing Education Fees Policy were adopted at the Council Meeting of December 18, 2023
5. New Business:
  - a. Fieldtrips / School Events Information
    - i. Charlie and the Chocolate Factory Update
      1. Please note the date change
      2. Friday, February 2nd, 2024
      3. 1:45-3:15 pm in the gym
    - ii. Charlie and the Chocolate Factory for parents (Jessica)
      1. Due to the number of students taking part in the play, Jessica would like to invite their parents to see the play on Friday, February 2nd from 4:30-6:00 PM. The daytime production would be for students only.
      2. The set-up and take down will be taken care of by Jessica and her team.
    - iii. Bees as Medicine Workshop- changed to grade 4s instead of grade 5
      1. What: Workshop on Bees at Medicine though the indigenous perspective
      2. When: TBD
      3. Who: Grade 4 classes
      4. Cost: Covered by Intercultural Grant/Mesure
    - iv. Carnival Week
      1. When: February 26 - March 1, 2024
      2. What: Carnival Week Schedule
      3. Similar plan to last year
      4. Theme days, Carnival Activities will take place during Phys Ed classes.
    - v. OWTA - Unpacking Social Media
      1. What: Social Media awareness, etc
      2. Who: March 13 at 10:10 (online) for grades 5 & 6

- 3. Cost: \$550 covered by Intercultural Grant. Link will be available to parents to watch live as well.
  - vi. Curling (already approved, just an update on date)
    - 1. What: Phys Ed outing to compliment Curling unit
    - 2. Who: Grade 3 classes
    - 3. Where: Hudson Legion
    - 4. When: Friday, April 12, 2024
    - 5. Cost: \$10
  - vii. Track and Field date confirmed: May 29 (rain dates: May 30 and 31st).
    - 1. Already approved
  - viii. Culture in the School Grants (Erin)
    - 1. Erin's 3rd grant was approved. The arts consultant had encouraged her to reapply in the new year and the grant approval was confirmed on Jan.8th 2024
  - ix. Osentreprendre Volet 1 Grant Applications (Erin)
    - 1. Kassy, Maude and Erin have submitted applications to the Volet 1 measure 15111 grant program through Osentreprendre. (If approved, this is money that they can spend at their discretion on materials for their classrooms.) Approval is usually communicated in the spring (May).
- b. Fieldtrips / School Events for Approval **1st Julie 2nd Marie-France unanimous**
- i. H&S Events
    - 1. Valentines Dance – Feb 9th / Free entry – they want to sell drink/snack tickets for \$1 each. Not meant as a fundraiser they just want to cover costs.
    - 2. TSAW – Feb 23th to March 1st – Requesting permission to reach out to school community for food/gift donations
  - ii. Completion Committee McMillans Food Fundraiser
    - 1. Portal opens Jan 20th closes after Spring Break, full dates TBC
    - 2. Delivery right after March break (March 25th or 26th)
  - iii. Grade 4 Notre-Dame-de-Fatima (Tiffany)
    - 1. Who: Grade 4
    - 2. When: Thursday, May 30th, 2024
    - 3. What: Three outdoor activities (TBD once summer staff has been hired)
    - 4. Cost: \$40 per student
    - 5. Proposal that Grade 4 would switch with Grade 1 who is going on June 6th. Marie-Josée will check with Claudia as well as NDF.
    - 6. Council Recommends as long as the date change and NDF are in agreement
  - iv. Grade 4 EcoMuseum (Tiffany)
    - 1. Who: Grade 4 classes (59 students, 6 adults)
    - 2. When: Thursday, March 14th, 2024
    - 3. What: Visit and guided tour of the EcoMuseum
    - 4. Cost: Total \$1600 covered by Sorties Culturelles
  - v. Grade 6 Holocaust Museum (Laura)
    - 1. I am currently in contact with the museum and bus company. I do not have all of the details of the trip but I have an approximate idea of the cost. I would like to use the Sorties Culturelles budget for all 3 grade 6 classes as they will be attending.
    - 2. Who: Grade 6 students (66 total), Adults: 3 teachers and 1 integration aid. I may need 1 or 2 parents.
    - 3. When: Thursday, April 25th, 2024
    - 4. Student admission cost: 10\$
    - 5. Adult admission cost: 14\$
    - 6. Bus cost: 475 \$ plus tax- we will need two buses.
    - 7. Approx cost is 1800\$-Sorties Culturelles should cover this amount
    - 8. Council Recommends provided the Grade 6 students can see Daniel B. presentation date can be on April 26th, 2024.
  - vi. EcoMuseum
    - 1. Who: Grade 2 students and a total of 7 adults

2. When: April 26th, 9:30 - 1:30, bring their lunches
    3. Cost: No cost - the cost is reimbursed by Sorties Culturelles
  - vii. EcoMuseum Trips (Marie-Josée)
    1. Where: EcoMuseum
    2. Who: Grade 1 students and a total of 10 adults
    3. When: Friday, April 12nd from 9:30 - 12:00
    4. Cost: \$5 per child (to purchase snacks as the cost is reimbursed by Sorties Culturelles)
  - viii. Notre-Dame-de-Fatima Trips (Marie-Josée)
    1. Who: Grade 1 students
    2. When: Thursday, June 6th 9:15 - 15:15
    3. Cost: \$41 per child
  - ix. Notre-Dame de Fatima
    1. Who: Grade 2 students
    2. When: Wednesday, June 19th 9:15 - 15:15
    3. Cost: \$41 per child
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: Tuesday, February 20<sup>th</sup>
  10. Adjournment 1st Marie-France 2nd Julie Unanimous