

# BEACON HILL ELEMENTARY SCHOOL

## Governing Board Minutes

170 Alton, Beaconsfield

Wednesday, September 28th, 2022 – 6:30 PM

**Attendance:** Jenna Karibian, Betty and Jim MacKinnon, Gareth Lim, Marcia Ploplis, Nathalie Noiseux, Natalie Maurice, Nathalie Mancini, Pary Skarogiannis, Isabelle Belanger, Marilynne Boyer, Marie France Cousineau, Catherine Fini, Katherine Malard, Melissa Samuel, Tara Beach

### Regrets:

#### *Territorial Land Acknowledgement*

1. **Approval of Agenda** – Motioned by Nathalie Noiseux. Seconded by Isabelle Belanger. All in favor.
2. **Approval of Minutes of June 9<sup>th</sup>, 2022 meeting** – Motioned by Isabelle Belanger. Seconded by Catherine Fini. All in favor.
3. **Public Question Period** – No public present.

#### 4. Reports:

##### 4.1 Principal

We have had a great start to the school year. We are at 290 students and continuing to grow. We welcomed many new families to Beacon Hill this year. All students have settled into their routines with their teachers.

#### Staff Information:

I would like to welcome Christina Herrera who will be teaching Drama and Katarina Cardi who will be teaching junior Music.

As well, welcome to Ms. Veronica O'Neill who will be teaching our Outdoor Education program.

Mr. Jason Naipaul is back at Beacon Hill teaching the Grade English 4 class – along with Shelly Saklavata. Mr. Jean Francois Robin is welcomed back to his new role in Grade 4. Welcome back Rosanna Ciabattoni to her role as a K4 Educator. Alex Wilson and Alison Carruthers join our Resource team. Mme. Jacynthe Tougas will be co-teaching the Grade 2 class with Mme. Sophie Labrom.

We say goodbye to Jennifer Dolik – our daycare technician and say welcome to Jenna Karibian who began in her new role on September 12<sup>th</sup>.

Cheryl La France will be staff assistant for the 2022-23 school year She acts as the principal in my absence from the building. She also is a representative for our Anti – Violence and Anti – Bullying Policy.

The Beacon Hill staff has signed up for various committees.

### Lockdown, Fire and Emergency Evacuation Drills

We have completed 5 fire drills and 1 lock down.

Our Emergency Preparedness Committee has been given various duties and the binder has been updated as well (and signed by the Regional Director).

The Orange Shirt Committee is working on activities for September 30<sup>th</sup>. The entire school was encouraged to wear orange to recognize the day.

## **4.2 Staff**

Thanks to Home & School, a lovely display was set up in the front entrance of the school. A picture was taken of every student in a “hot air balloon” and a printed copy was sent home. Such a wonderful welcoming gesture to start off the school year!

Sept. 6: All students and staff welcomed the K4 and K5's with balloons and a mini parade leading them into their first full day of school.

Sept. 15: K4 and K5 celebrated International Dot Day

Sept. 20: Ultimate Frisbee

Sept. 22: Terry Fox Run

Sept. 26: Hoop Dancing

## **4.3 Parent Rep**

There is no report.

#### 4.4 Home and School

**H&S membership:** 48 members thus far (campaign still ongoing). 55 last year.

**AGM/First meeting:** Sep 12th-in person-great turnout-17 people including Mrs Maurice/Mr Lag. Appointed 2 new VPs to the exec committee. Excited to bring back Art Gala and BBQ this year-great response to help lead those 2 big events/ plans to improve on website this year.

**Annual President Report 2021-22:** see attached

**Calendar of Events 2022-23-**see attached. Events in yellow were already approved by GB in June 2022.

**Seeking APPROVAL** -BIG BOX card fundraiser: Campaign in Oct/Nov-sending the samples home with students. 35 cards for \$35. \$11 per box back to H&S. Potential for huge profits.

**What else is H&S up to? (Not already listed on Calendar of events):**

- Teacher wish list granted- teacher stamps and mouse pad/ curtains
- Funding a school organized Sep 30<sup>th</sup> hoop dancing workshop
- Pink T-shirts-ordering extra for new staff
- New Volunteer T-shirts for photographers
- New clothing supplier? Option to order directly all year long
- Pavement spray painting-school organized-H&S will help to fund and provide volunteers to spray paint games around the school yard (ex- hopscotch, snakes & ladders)

**H&S Calendar 2022-23: Anticipated Events & Fundraisers**

Last updated Sep 18, 2022: Includes any services/events/fundraisers that are hosted by H&S, or funded in part by H&S, or whereby H&S volunteers are requested. *(Dates may change after LBPSB events are posted, i.e. open houses, and fundraisers may be added if approved at a later date)*

**FUNDRAISERS in yellow- GB approved in June 2022**

DATE	EVENT	NOTES	Volunteers needed in school	Other
Aug 24-2022	School Supplies & Clothing Pick-up	5:00-7:00	In the school-2-3 volunteers	
Aug 26	Staff Welcome back treats		Multiple (Staff App committee)	

Aug 30-31	Welcome back photo booth	Staggered	1-Pics of all students and set up of decor	
Sep 1 -2022	Curriculum Night –Did not happen in 2021 (covid) Was virtual in 2021	membership table & clothing samples, fundraiser samples, sign-up sheet	Exec at table during meet the teachers	
Sep 16-2022	First <b>pizza lunch</b> (see list of pizza dates below) <b>2 Runs: Up to 25 dates total</b>	3 food fundraisers according to LBPSB food policy/plan pizza days around trips and sports	Lunch monitors helped 2021-22/2022-23	Round 1 ordering info sent out first day of school (closed 8-Sep)
Sep-30-2022	Picture day	H&S volunteers in 2020 (not in 2021)	2 volunteers to guide kids	
Sep 22-2022	<b>Terry Fox Run</b>	H&S provides popsicles/gift cards	2-3 volunteers- to hand out popsicles	<b>Principal requested approval for this fundraiser</b>
Sep-2022	Jungle Sport ( <b>moved to May 2022</b> ). Usually beginning of year	School and company have insurance (H&S insurance not necessary)	No volunteers needed	Principal request Approval for this event
Sept or Oct 2022	<b>New School Clothing order</b>	Distribution Via kiddie mail in Nov	None	

Oct 2022	<b>Fred's Halloween box</b>	Funds to charity- Diabetes (no dress down as additional fundraiser in 2021 due to conflict with Terry Fox)	None	
Oct 20 -2022	<b>Pumpkin patch activity/fundraiser</b>	2021: 300 pumpkin for all to decorate/ Grade 5 classes (40) to BHCA residents	Committee & day of event	Was not a fundraiser in 2021-H&S paid for
Nov 2022	<b>Online Fall Fundraising campaign?</b>  Did not hold fundraiser in 2021 because : 1(Grad basket focus. 2) Holiday canned food drive focus  3) No specific goal to fundraise for-ex outdoor classroom equip 4) we have additional funds from pizza lunch and reserve this year. Will do spring instead	Online-fundraisers TBD –ideas include Felix Norton/  Bo Sapin wreaths/trees  Coffee/greeting card boxes/Calendar ...	1-2 at pickup (outside-residence or BH school loop)	
Nov 2022	Vaccination (Gr 4)	Snack and juice	2- Pending covid protocols	
Oct or Nov 2022	<b>Grad fundraiser-holiday themed baskets</b>	Note-babysitting course does not require approval)		
Nov 2022	Teachers Convention-online in 2021	100\$/teacher	None	
Nov 21-2022	<b>Super Recyclers</b>		1-open/close trailer	

Dec-2022	Staff treats			
Dec 2022	Holiday gift shop-TBD		10?	
Jan 2023-Date TBC	Calendar with sponsors-TBD	Editions Vaudreuil flip calendar		
Jan 2023	Open House	H&S Membership table	1-to answer H&S ques/clothing/labels / supplies fundraisers	
April 2023	Spring Fundraiser?	Online-products TBD		
Feb 2023	STRAW week. Online Donations requested	& various initiatives through the year	Pending covid protocols	
Feb 2023	Carnival Week	Bingo Prize, snack, Ice wall and photo, just dance prizes	Ice wall coordinator and multiple volunteers -Pending covid protocols	
April 2023	Art Gala -date TBC	Did not happen 2020-2021-2022	Committee & 10-15 + on event night	
April 2023	Super Recyclers		1-trailer	
March 2023 (St-Patrick's Day?)	Sponsored Child	2 events to raise funds for Plan Intl Canada	Coordinator to set up campaign in school- Pending covid protocols	
March 28-2023	Vaccination (grade 4)	Snack and juice	2- Pending covid protocols	

May 2023	New Parents Visit & Preparing for high school workshop	Promote items +H&S Membership table	Pending covid protocols	
May 23	Jungle Sport		none	
June 2023	BBQ-	Did not happen 2021-Need volunteers next day too/ or combine with art gala?	10-15- Pending covid protocols	
June 2023	New School Clothing order online	Distribution Via pickup August	2	
June 2023	School Supplies order online	Distribution Via pickup August	2	
June 2023	Grad party		Multiple parent volunteers (grad committee)	
June 2023	TCBY Fundraiser?	3x food fundraisers per month		
Various dates	Online donation requests for Grad and H&S			
Various dates	Book fair-scholastic (Literacy day Jan)			

Various dates-ongoing	<p>Ongoing fundraisers (shopify)</p> <p>Tru Earth, (20% back), Flip Give (% back), used clothing (100%)</p> <p>Lovable lables (20%)</p>			
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**Pizza Dates: TBC**

(3 food fundraisers according to LBPSB food policy/plan pizza days around trips and sports)

**Round 1: (12 dates)**

16-Sep

30-Sep

7-Oct

21-Oct

28-Oct

4-Nov

25-Nov

2-Dec

9-Dec

16-Dec

13-Jan

27-Jan

**Round: (15 dates)**

3-Feb

17-Feb



24-Feb  
3-Mar  
17-Mar  
24-Mar  
14-Apr  
21-Apr  
28-Apr  
5-May  
19-May  
26-May  
2-Jun  
9-Jun  
16-Jun

**Tournaments/Sporting Dates: Per Mr Lag**

**Home & School Meetings: Virtual unless otherwise noted:** All Monday. Dates: Sep 12/Oct 17/Nov 21/(none in Dec)/Jan 16/Feb 20/(none in Mar)/Apr 3/May 29 (none in June)

**Other important dates to remember (to avoid conflict with H&S events)**

- Dec: Grade 5 Bake sale-funds for Jouvence (not H&S fundraiser)
- Jan: Jouvence trip
- June: Grad trip
- **Other Grad fundraisers to be approved at a later date**

**Insurance required for:** Jungle Sport (not H&S-just school insurance)/ Blanket Food insurance for

Pizza and other/ Super Recyclers/ Food Truck

**Other Volunteers:** Photographers

## 4.5 Daycare

### Daycare Governing Board Report-September 28, 2022

Beacon Hill Daycare has had a successful beginning to the school year. Our numbers continue to climb as we all get back to regular post-pandemic life. We are currently up to 135 students in Daycare. We now have only one Daycare door for drop off and pick up at the side of the building, closest to Alton Rd and Harwood Gate, and we continue to use the HopHop app. We offer homework periods, gym time, library time, cooking, science and outdoor playtime as part of our program. We have started a leadership program for our oldest group, which currently involves helping with K4/K5 groups and will eventually incorporate other activities. We look forward to a fun filled year at Beacon Hill Daycare including offsite ped days and many different activities.

### Daycare Events

Pizza day continues to be a success – thank you to Home and School and the lunch staff for organizing and distributing the pizza. Always a favorite lunch for the students!

### Coming up

**October 3 ped day** – Reptizoo visit including a one-hour interactive experience with a variety of reptiles and other creatures for each group.

### Daycare Business

#### 2022-2023 School Year

The supervision fee has increased from \$10.00 to \$12.00 per school board regulations.

- In house visit with **Reptizoo**.

We will be keeping the ped day cost the same at \$25.00 (approved June 9 2022) however the breakdown is as follows:

- \$12.00 supervision fee (fee increase from the Board)
- \$13.00 activity fee (decrease from the \$15.00, approved June 9, 2022)

I am requesting approval for a permanent activity fee of \$8 for all In-House ped days where we have no guests coming- which will cover the cost of all extras including materials, food, etc.

Motioned by Catherine Fini. Seconded by Nathalie Noiseux. All in favor.

## 4.6 Commissioner

Please see attached.

## **5. Business Arising:**

### **5.1 Field trips:**

#### **Grade 5 Jouvence Trip**

Wednesday, February 1<sup>st</sup> – Friday, February 3<sup>rd</sup>, 2023

School Bus

Grade 5

1:10 Ratio

\$270.00

Motioned by Marie France Cousineau. Seconded by Gareth Lim. All in favor.

#### **Downhill Ski Day – Mont Rigaud**

Thursday, March 2<sup>nd</sup>, 2023

School Bus

Grade 5 & 6

1:11 Ratio

\$36.00 -\$100.00

Motioned by Nathalie Mancini. Seconded by Tara Beach. All in favor.

#### **K4 and K5 Children’s Museum**

November 22, 2022

School Bus

Grade K4 and K5

1:6 Ratio

\$31.00

Motioned by Jenna Karibian. Seconded by Tara Beach. All in favor.

### **5.2 Fundraising:**

#### Pumpkin Patch

Thursday, October 20<sup>th</sup>

1 pumpkin, a snack, juice and trick or treat bag for \$10.00 – per ticket.

1 pumpkin for \$5.00

Motioned by Nathalie Noiseux. Seconded by Nathalie Mancini. All in favor.

#### Grade 6 Graduation Holiday Basket Raffle

Tickets will be 1 for \$5. 3 for \$10. 10 for \$25. 20 for \$40.

Motioned by Jenna Karibian. Seconded by Katherine Malard. All in favor.

## Holiday Gift Card Box

The cost of the box is \$35.00. Each student will receive a box to bring home. If they want to buy it – they will be asked to complete payment online. Otherwise, the box is to be returned to the school. Home and School would like to send the boxes home in December.

Motioned by Nathalie Noiseux. Seconded by Tara Beach. All in favor.

## **6. New Business:**

### **6.1 Elect Chair**

Motion to elect Marcia Ploplis as Governing Board Chair for the 2022-2023 school year by. Motioned by Marie France Cousineau. Seconded by Nathalie Mancini. All in favor

### **6.2 Secretary**

Motion to elect Pary Skarogiannis as secretary. Motioned by Pary Skarogiannis. Seconded by Nathalie Noiseux. All in favor.

### **6.3 Appoint Community Representatives (Betty and Jim MacKinnon)**

### **6.4 Internal Rules of Management**

Natalie Maurice explained that if we choose to meet via ZOOM – we will need to implement this choice in the Beacon Hill Internal Rules of Management. In section 9.0 under **Meetings** we would add:

*Governing Board meetings are permitted to be held virtually.*

Motioned by Isabelle Belanger. Seconded by Gareth Lim. All in favor.

### **6.5 Review Recommendations from the GB Annual Report**

There were no recommendations.

### **6.6 Establish Daycare Advisory Committee (upon request)**

There was no demand from the Beacon Hill Daycare Parents to establish a Daycare Advisory Committee for the 2022-23 school year.

### **6.7 Emergency Preparedness Plan**

Motioned by Pary Skarogiannis. Seconded by Nathalie Mancini. All in favor.

## **6.8 AVAB Plan**

Natalie Maurice explained that the school board has come up with a standard template for all its school and centers to use.

Motioned by Catherine Fini. Seconded by Nathalie Noiseux. All in favor.

## **6.9 Beacon Hill Evaluation and Reporting Plan – Standards and Procedures**

Natalie Maurice explained that the Beacon Hill staff has an internal document outlining the evaluation and reporting for students.

## **6.10 Prepare and Adopt GB Operating Budget 2022-23**

The board reached a consensus that the GB Operating Budget can be used for refreshments.

## **6.11 Schedule GB Meetings for 2022-23**

December 8<sup>th</sup>, 2022. February 16<sup>th</sup>, 2023. April 27<sup>th</sup>, 2023. June 8<sup>th</sup>, 2023.

- 7. Correspondence:** There is no correspondence to share or report on.
- 8. Date and Times of Meetings:** The next Governing Board meeting will take place on Thursday, December 8<sup>th</sup>, 2022.
- 9. Adjournment:** Motioned by Isabelle Belanger at 7:52. Seconded by Gareth Lim. All in favor.