



## ST. EDMUND GOVERNING BOARD MEETING

### February 24, 2022 – MEETING MINUTES

**Attendees:** Melissa Hunter (Principal), Rob Costain (interim Chair), Vince Chiarelli (Secretary), Jennifer Hayden; Greg Carlson, Pamela Lee, Karina Turner, Georgiana Laudi, Kayla Moore, Lynn Hamilton (Daycare), Zoe Valdez, Emma Hampton, Josée L'archeveque, Nathalie Duhamel, Pina Fulginiti, Joshua Taylor, Stephanie Myers

- 1) Call to Order & Welcome – Chair - Rob Costain sitting in for Kim Hogan (absent) @ **7:08 PM**
- 2) Adoption of the Agenda for February 24, 2022 (**2022-02-24 – GB Agenda**) **Approved**
- 3) Adoption of the Minutes of January 20, 2022 (**all attached**) - **Approved**
- 4) Business Arising from the Minutes
- 5) LBPSB Consultations
  - a. 2022-23 Principal Criteria Consultation
    - Discussion took place with M. Hunter in absentia. Criteria was finalized and email notes sent to Kim and Rob on February 25 @ 8:25 AM.
  - b. Governing Board Composition Consultation
    - It was agreed to maintain the current composition for the next year  
**1 = Greg Carlson 2 = Pina Fulginiti – All in favour = APPROVED**
  - c. Day, Time, and Place of Council of Commissioners and Executive Committee Meetings 2022-2023 – Consultation – **FYI only**
- 6) Reports:
  - a. Administrator's Report / COVID Report (**See Attached**)
  - b. Commissioner – **N/A**
  - c. SNAC – **N/A**
  - d. Daycare – **Tax Slips Uploaded to Mosaik for parents to download**
  - e. Teachers – **Outdoor Skating at Drummond Park – very well received by students – Pleasant return to “normal”**
  - f. PPO / Home & School –
    - **Staff Appreciation Week**
    - **Community Spirit wear**
    - **Ed-Hunt – ready to go**
    - **Pizza Lunches – orders complete**
    - **Gr6 Grad – moving along**
    - **Ed Stock – Graphics Design under way**

7) New Business

- a. CO<sub>2</sub> detectors – **Pamela Lee asked about the status of CO2 detectors at St-Edmunds. M. Hunter said there is one, but will follow up.**
- b. Enrollment and school organization 2022-2023
  - **3 x K classes for next school year**
  - **357-560 students enrolled (drop of 23 students from current year)**
- c. Homework program – **FYI discussion**
- d. Literacy Support Initiative – **FYI discussion**
- e. Fundraisers - for Approval
  - Approval of Ed Hunt – May 13 – 22; \$25 to participate per team
  - 1 = Nathalie Duhamel 2 = Emma Hampton – All in favour = APPROVED**
- f. Field Trips - for Approval
  1. Artist Inspire Grant – Song writer – Cycle 2-3 – March 14,15,22,23,24
    - 1 = Pamela Lee 2 = Pina Fulginiti – All in favour = APPROVED**
  2. Ped Day – March 29th - \$10 (supervision) + \$18 (activity)
    - 1 = Kayla Moore 2 = Josée L'archevesque – All in favour = APPROVED**
  3. Karate Sportive – 40 max students – 10 weeks @ \$180/child – 2:45 to 3:30 PM
    - 1 = Pamela Lee 2 = Emma Hampton – All in favour = APPROVED**
- g. Other new business

It was announced that Sharon (long-time daycare tech) will be leaving St-Edmund to take on the job of Daycare Director at Edgewater School. Tomorrow (Feb 25<sup>th</sup>) will be her last dy at St-Edmund.

8) Questions from the Public

9) Other business of the Governing Board

10) Next GB Meeting – **March 24, 2022 @ 7pm** (via ZOOM)

11) **Adjournment @ 8:26 PM**

**1 = Greg Carlson 2 = Kayla Moore – All in favour = APPROVED**



Lester B. Pearson School Board  
Commission scolaire Lester-B.-Pearson  
1925 Brookdale Ave., Dorval, QC, Canada H9P 2Y7  
514-422-3000 [www.lbpsb.qc.ca](http://www.lbpsb.qc.ca)

December 8, 2021

Dear Governing Board Chairperson,

The Administrators of the Lester B. Pearson School Board will be planning the administrative staffing for the 2022-2023 school year. Sections 79 and 110.1 of the Education Act require that all Governing Boards be consulted concerning the selection criteria for the appointment of the Principal/Centre Director of the school/centre. As we anticipate staffing changes for the next school year, your input for the selection criteria is an important part of the process.

Kindly email your criteria to **M. Geneviève Dugré, Secretary General**, at [gclemenza@lbpsb.qc.ca](mailto:gclemenza@lbpsb.qc.ca), with a copy to your school/centre administrator, no later than **Friday, March 11, 2022**.

As the Board works on its administrative staffing plan for the 2022-2023 school year, your input will be considered. It is expected that the process will be completed by the spring of 2022 to allow us to plan for the next school year.

I wish to thank you for participating in this consultation process and look forward to reviewing your input.

Yours truly,

Cindy Finn  
Director General  
/gc

c.c. G. Dugré, Secretary General  
T. Rhymes, Assistant Director General  
C. Heffernan, Assistant Director General  
Principals/Centre Directors  
Regional Directors  
Commissioners



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The following is a resolution adopted by the Executive Committee of the Lester B. Pearson School Board at its virtual regular meeting held on February 14, 2022.

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***Resolution number E-2022-02-#01***

***Governing Board Composition 2022-2023 - Consultation Launch***

WHEREAS, in accordance with sections 43 and 103 of the Education Act, the School Board shall determine the number of parents and staff representatives on the Governing Board of each school and centre after consulting with each group concerned:

WHEREFORE IT WAS MOVED BY Commissioner J. Kelley AND UNANIMOUSLY RESOLVED:

THAT the consultation on the number of parents and staff representatives on the Governing Board of each school and centre of the Lester B. Pearson School Board be launched during the week of February 14, 2022, with responses to be returned to the Secretariat no later than April 8, 2022; and

THAT the Governing Board Composition 2022-2023 of each school and centre be submitted for adoption at the regular meeting of the Executive Committee of April 19, 2022.

*I certify that this document is an extract from the Minutes of the Lester B. Pearson School Board Executive Committee's meeting held on February 14, 2022; this text is subject to ratification by approval of the Minutes of said meeting at the next meeting of the Executive Committee to be held on March 21, 2022.*

This 15<sup>th</sup> day of February 2022.

Me Geneviève Dugré, Secretary General

## Governing Board Composition 2022-2023 Consultation

For your reference, please find below the grid indicating the current number of Governing Board members for each school or centre for the 2021-2022 school year.

**The deadline for the consultation on the composition of schools and centres GBs for 2022-2023 is April 8, 2022.**

A resolution confirming the composition of the School Board's Governing Boards will be adopted at the Executive Committee meeting of April 19, 2022.

Should you have any question, please do not hesitate to contact the Secretary General, Geneviève Dugré, at 514-422-3000, extension 30301.

### 2021-2022 GB Composition for Reference

Elementary School	Governing Board Total Members (Max. 20)	Parents Members (Min. 4)	Staff Members (Equal to total number of seats for parents)				Community Members (2)
			Teachers (Min. 2)	Non-Teaching Professionals (Max. 1)	Support (Max. 1)	Daycare	
Allion	14	6	Total 5				2
Beacon Hill	14	6	Total 5				2
Beechwood	16	7	Total 6				2
Birchwood	12	5	Total 4				2
Children's World	18	8	Total 7				2
Christmas Park	16	7	Total 6				2
Clearpoint	16	7	Total 6				2
Dorset	14	6	Total 5				2
Dorval	16	7	Total 6				2
Edgewater	16	7	Total 6				2
Evergreen	14	6	Total 5				2
Forest Hill Junior	12	5	Total 4				2
Forest Hill Senior	12	5	Total 4				2
Kingsdale	18	8	Total 7				2
LaSalle Jr	12	5	Total 4				2
LaSalle Sr	12	5	Total 4				2
Margaret Manson	12	5	Total 4				2
Maple Grove	16	7	Total 6				2
Mt Pleasant	16	7	Total 6				2
Pierre E. Trudeau	14	6	Total 5				2
Riverview	12	5	Total 4				2
St. Anthony	18	8	Total 7				2
St. Charles	16	7	Total 6				2
St. Edmund	18	8	Total 7				2
St. John Fisher Jr	12	5	Total 4				2
St. John Fisher Sr	12	5	Total 4				2
St. Patrick	14	6	Total 5				2
Sherbrooke Jr	12	5	Total 4				2
Sherbrooke Sr	12	5	Total 4				2

Soulanges	5*	2	Total 2	1	1
Springdale	12	5	Total 4	1	2
Sunshine	14	6	Total 5	1	2
Terry Fox	18	8	Total 7	1	2
Verdun	12	5	Total 4	1	2
Westpark	20	9	Total 8	1	2
Wilder Penfield	16	7	Total 6	1	2

\*In accordance with the school population (*section 44 of the Education Act*)

High School	Governing Board Total Members (Max. 20)	Parents Members (Min. 4)	Staff Members (Equal to total number of seats for parents)			Students (2)	Community Members (2)
			Teachers (Min. 2)	Non-Teaching Professionals	Support		
Beaconsfield	20	8	Total 8			2	2
Beurling	16	6	Total 6			2	2
Horizon	12	4	Total 4			2	2
John Rennie	20	8	Total 8			2	2
Lakeside	16	6	Total 6			2	2
LaSalle C.C.	20	8	Total 8			2	2
Macdonald	20	8	Total 8			2	2
Pierrefonds Community	20	8	Total 8			2	2
Saint Thomas	20	8	Total 8			2	2
Westwood Jr	10	4	Total 4			N/A	2
Westwood Sr	14	5	Total 5			2	2

Centre	Governing Board Total Members (Max. 20)	Parents Voc. Only (Min. 2)	Staff Members (Min. 4)			Students (2)	Socio-economic/Community Representatives (2)	Enterprise/Industry Representatives (2)
			Teachers (Min. 2)	Non-Teaching Professionals	Support			
Gordon Robertson	13	2	Total 5			2	2	2
PACC Adult	10	n/a	Total 4			2	2	2
PACC Voc	14	2	Total 6			2	2	2
PEC	16	2	Total 6			4	2	2
Place Cartier Adult	13	n/a	Total 6			2	3	2
Place Cartier Voc	12	2	Total 4			2	2	2
VACC	16	2	Total 6			4	2	2
WICC	14	2	Total 5			3	2	2

## **Education Act**

*42. A governing board shall be established for each school.*

*The governing board, which shall have not more than 20 members, shall include the following persons:*

*(1) at least four parents of students attending the school who are not members of the school staff, elected by their peers;*

*(2) at least four members of the school staff, including at least two teachers and, if the persons concerned so decide, at least one non-teaching staff member and at least one support staff member, elected by their peers;*

*(3) in the case of a school providing education to students in the second cycle of the secondary level, two students in that cycle elected by the students enrolled at the secondary level or, as the case may be, appointed by the students' committee or the association representing those students;*

*(4) in the case of a school where childcare is organized for children at the preschool and elementary school level, a member of the staff assigned to childcare, elected by his or her peers;*

*(5) two representatives of the community who are not members of the school staff, appointed by the members elected under subparagraphs 1 to 4.*

*The community representatives on the governing board are not entitled to vote.*

*43. The school board shall determine the number of parents' representatives and staff representatives on the governing board after consulting with each group concerned.*

*The total number of seats for staff representatives referred to in subparagraphs 2 and 4 of the second paragraph of section 42 must be equal to the number of seats for parents' representatives.*

*102. A governing board shall be established for each centre.*

*The governing board, which shall have not more than 20 members, shall include the following persons, who shall become members of the board upon their appointment or election:*

*(1) students attending the centre, elected by their peers according to the procedure determined by the principal after consulting with the students or the students' association, if any;*

*(2) at least four members of the staff of the centre, including at least two teachers and, if the persons concerned so decide, at least one non-teaching professional staff member and at least one support staff member, elected by their peers according to the procedure set out in their respective collective agreements or, failing that, according to the procedure determined by the principal after consulting with the persons concerned;*

*(3) at least two persons appointed by the school board after consulting with the socio-economic and community groups in the territory principally served by the centre;*

*(4) in the case of a vocational training centre, at least two parents of students attending the centre who are not members of the staff of the centre, elected by their peers according to the procedure determined by the principal;*

*(5) at least two persons appointed by the school board from within enterprises of the region which, in the case of a vocational training centre, operate in economic sectors corresponding to the vocational education programs offered by the centre.*

*The term of office of members of the governing board is two years.*

*The members of the governing board shall remain in office until they are reelected, reappointed or replaced.*

*A vacancy resulting from the departure or disqualification of any other member of the governing board is filled, for the unexpired portion of the term, according to the mode of appointment prescribed for the member to be replaced.*

*103. The school board shall determine the number of representatives of each group on the governing board after consulting with each group.*

*The total number of seats for staff representatives must not exceed the total number of seats for representatives of other groups.*





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The following is a resolution adopted by the Executive Committee of the Lester B. Pearson School Board at its virtual regular meeting held on February 14, 2022.

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***Resolution number E-2022-02-#02***

***By-law 1 and IE (2022) - Day, Time, and Place of Council of Commissioners and Executive Committee Meetings 2022-2023 (Consultation)***

WHEREAS, in accordance with sections 162 and 182 of the Education Act, drafts of By-law 1 and IE (2022) to fix the Day, Time, and Place of Council of Commissioners and Executive Committee Meetings for the 2022-2023 school year have been developed; and

WHEREAS, according to section 392 of the Education Act, said draft must be sent to Governing Boards as well as to the Parents' Committee, and a public notice of 30 days must be given; and

WHEREAS the School Board also wishes to receive additional input from its consultative partners, including the Central Students' Committee:

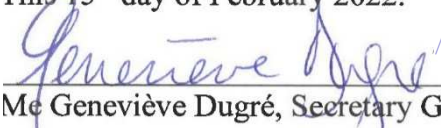
WHEREFORE IT WAS MOVED BY Commissioner C. Berger AND UNANIMOUSLY RESOLVED:

THAT the draft of By-law 1 (2022) - A by-law to fix the Day, Time, and Place of the regular meetings of the Council of Commissioners and the draft of By-law IE (2022)-A by-law to fix the Day, Time, and Place of the regular meetings of the Executive Committee be distributed to the consultative partners during the week of February 14, 2022, with responses to be returned to the Secretary General by April 8, 2022, and that a public notice of 30 days be given; and

THAT said by-laws be submitted for adoption at the Regular Meeting of the Council of Commissioners to be held on April 25, 2022.

*I certify that this document is an extract from the Minutes of the Lester B. Pearson School Board Executive Committee's meeting held on February 14, 2022; this text is subject to ratification by approval of the Minutes of said meeting at the next meeting of the Executive Committee to be held on March 21, 2022.*

This 15<sup>th</sup> day of February 2022.

  
Me Geneviève Dugré, Secretary General



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## **BY-LAW 1 (2022): TO FIX THE DAY/TIME/PLACE OF REGULAR MEETINGS OF THE COUNCIL OF COMMISSIONERS OF THE LESTER B. PEARSON SCHOOL BOARD**

Article 1 – Public meetings of the Council of Commissioners of the Lester B. Pearson School Board are normally held on the last Monday of each month (exceptions to this rule are specified in the calendar). These meetings shall be held in the Board Room\* (C101) at 1925 Brookdale Avenue, Dorval, and shall commence at 7:30 p.m.

\* EXCEPTION: DUE TO THE COVID-19 PANDEMIC, MEETINGS MAY BE HELD BY VIRTUAL MEANS IN ACCORDANCE WITH THE APPLICABLE HEALTH MEASURES. IN SUCH INSTANCE, A PUBLIC NOTICE WILL BE POSTED ON THE WEBSITE PROVIDING THE LINK TO THE VIRTUAL MEETING.

Article 2 – The necessity of holding a meeting during the month of July, by special meeting, will be at the discretion of the Council of Commissioners. At any point during the school year, the Council of Commissioners may call special meetings in accordance with s. 163 EA.

Article 3 – For the 2022-2023 school year, the dates of regular meetings of the Council of Commissioners shall be:

<b>2022</b>	<b>2023</b>
<b>Monday, August 29</b>	<b>Monday, January 30</b>
<b>Monday, September 19 (exception)</b>	<b>Monday, February 27</b>
<b>TUESDAY, November 1 (exception)</b>	<b>Monday, March 27</b>
<b>Monday, November 28</b>	<b>Monday, April 24</b>
<b>Monday, December 12 (exception)</b>	<b>Monday, May 29</b>
	<b>Monday, June 26</b>



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## **BY-LAW 1E (2022): TO FIX THE DAY/TIME/PLACE OF REGULAR MEETINGS OF THE EXECUTIVE COMMITTEE OF THE LESTER B. PEARSON SCHOOL BOARD**

Article 1 – Meetings of the Executive Committee of the Lester B. Pearson School Board are publicly held normally on the second to last Monday of each month (exceptions to this rule are specified in the calendar). These meetings shall be held in the Board Room\* (C101) at 1925 Brookdale Avenue, Dorval, and shall commence at 5:30 p.m.

\* EXCEPTION: DUE TO THE COVID-19 PANDEMIC, MEETINGS MAY BE HELD BY VIRTUAL MEANS IN ACCORDANCE WITH THE APPLICABLE HEALTH MEASURES. IN SUCH INSTANCE, A PUBLIC NOTICE WILL BE POSTED ON THE WEBSITE PROVIDING THE LINK TO THE VIRTUAL MEETING.

Article 2 – For the 2022-2023 school year, the dates of regular meeting of the Executive Committee shall be:

<b>2022</b>	<b>2023</b>
<b>Monday, August 22</b>	<b>Monday, January 23</b>
<b>Monday, September 12 (exception)</b>	<b>Monday, February 20</b>
<b>Monday, October 24</b>	<b>Monday, March 20</b>
<b>Monday, November 21</b>	<b>Monday, April 17</b>
<b>Monday, December 5 (exception)</b>	<b>TUESDAY, May 23 (exception)</b>
	<b>Monday, June 19</b>