

**Minutes of the Forest Hill Senior Elementary School
Governing Board Meeting
Tuesday, September 26th, 2017**

Present: S. Monette, C. Maxwell, D. Olivenstein, K. Battista, J. Maxwell, N. David, M. Braun, M. Calo, P. Den Heyer, T. Minisini, G. Haines, A. LaTraverse, B. Tonkinson, E. Azran, M. Staniforth

Administration: Sylvie Monette – Principal, Forest Hill Senior

Recording Secretary: Cynthia Maxwell

Call to order: Principal, Sylvie Monette called the meeting to order at 6:35 p.m..

1.0 Quorum Quorum was declared.

2.0 Adoption of Agenda: Agenda was reviewed.

- **Motion to adopt GB agenda** proposed by J. Maxwell and seconded by A. LaTraverse with the following additions for “New Business”

- CPC Representative
- GB Internal rules of management
- LBPSB Food Policy

Motion carried.

3.0 Presentation of Governing Board Members:

- All members presented themselves around table.

4.0 Selection of Governing Board Chair and Vice-Chair:

- **Motion to name T. Minisini as Governing Board Chair** proposed by C. Maxwell and seconded by A. LaTraverse. **Motion carried.**

- **Motion to name A. LaTraverse as Governing Board Vice-Chair** proposed by T. Minisini and seconded by N. David. **Motion carried.**

5.0 Naming of Recording Secretary:

- **Motion to name C. Maxwell as Recording Secretary** proposed by T. Minisini and seconded by N. David. **Motion carried.**

6.0 Adoption of Minutes of June 19th, 2017 Meeting:

- **Motion to Adopt Minutes** proposed by A. LaTraverse and seconded by J. Maxwell. **Motion carried.**

7.0 Public Question Period

No questions.

8.0 Reports

- 8.1 Commissioner Report – D. Olivenstein presented his reports for the month of August and September 2017.
- 8.2 Principal's Report – S. Monette presented her report.
- 8.3 Daycare Report – K. Battista presented her report
- 8.4 Home & School Report – E. Azran presented her report as follows:
 - The new FHSR Home & School is settling in.
 - Goal for 2017-2018 is to raise \$20 000.
 - QFHS no longer providing receipts for cheque donations made by parents.
 - Plan is to send out letter to parents for donations mid to end of October.
 - H&S website might be taken down.
 - Facebook page to be kept and carefully monitored for misuse.
 - First pizza day – September 27th
 - First ice cream day – September 28th
 - Student photo day on September 8th went well.
 - New ideas for fundraisers presented by M. Staniforth
 - Spaghetti night
 - Talent Show
 - Gift wrapping drive
 - Father's day golf discount card
 - Mother's day paint night
 - More details are required in order to approve any other fundraisers.
 - Parents need to know when fundraising is done where the money is being spent.

- **Motion to approve H&S cheque donation fundraiser** was proposed by A. LaTraverse and seconded by P. Den Heyer. **Motion carried.**

9.0 New Business

- 9.1 Field Trips
 - All in-school activities and field trips were presented.
- **Motion to approve in-school activities and field trips** with the exception of the Grade 6 trip to Old Montreal to be tabled to the next meeting when further details are available was proposed by G. Haines and seconded by M. Calo. **Motion carried.**
- **Motion to approve in-school activities and field trips** for Daycare was proposed by A. LaTraverse and seconded by P. Den Heyer. **Motion carried.**
- **Motion to ratify Phys Ed trips** that were accepted at the AGA on September 6th, 2017 was proposed by P. Den Heyer and seconded by K. Battista.

- 9.2 Regional Representatives/Central Parents Committee Parent Representative:
 - T. Minisini volunteered to be Regional Parent Representative.
 - P. Den Heyer volunteered to be the Regional Parent Representative Alternate.
- 9.3 GB Internal Rules on Management
 - T. Minisini to send out via email the GB Internal Rules of Management.
 - **Motion to have S. Monette, Principal in charge of GB budget** proposed by P. Den Heyer and seconded by M. Calo. **Motion carried.**
- 9.4 LBPSB Food Policy
 - Tabled to the next GB meeting.

10.0 Public Question Period

- No questions.

11.0 Emergency Preparedness Binder

- Binder was presented to T. Minisini for her approval. Binder was approved and signed.

12.0 Establishing Meeting dates for 2017-2018

- The following dates have been established for the FHSR GB to meet:

November 21, 2017

February 6, 2018

March 20, 2018

May 1, 2018

June 5, 2018

13.0 Adjournment:

- **Motion to adjourn at 7:55 p.m.** proposed by C. Maxwell and seconded by P. Den Heyer
Motion carried.

Next Governing Board meeting: Tuesday, November 21, 2017 – 6:30 p.m.