



CHELSEA ELEMENTARY SCHOOL

**Minutes
Governing Board
January 10, 2019 5:30 to 7:30pm**

Members Present: Martha Thomas, Andrea Gage, Correne Giles, Dahlia Tanasoiu, Brittney Camus, Emma Hadeed, Leslie Fumerton, Sandrine Bedard, Jennifer Olson, Caryl Green, Heather Beresford, **Members Absent:** Sarah Gay, Dermot Guinnane, Mattieu Hack, Patrick Hall,

	Action	Time
1. Standing Items		
1.1 Additions to the agenda <ul style="list-style-type: none"> • Skiing activity • Homework club 	Review of additions	5
1.2. Approval of agenda <i>(provided and additional noted above)</i>	Approved (EH/DT)	
1.3 Approval of minutes from previous meeting <i>(circulated)</i> <ul style="list-style-type: none"> • Minor changes / corrections in the minutes identified 	Approved (SB/CG)	
1.4 Budget update Budget did not change significantly from previous meeting, as there was only a couple of weeks of spending. A high-level explanation on the changes in the budget, including: <ul style="list-style-type: none"> • explanation on changes at the school board level on how supervisors are compensated. • Funds are being pooled by the schools to psychologist to support the transition into kindergarten. Suggestion that some funds be allocated towards next year. Some discussion on how funds for coding would be used; including clarification on how this links with robotics at the school. Further discussion on how this links to the curriculum and links to curriculum at secondary and high school. Information provided on starting of a keyboarding club which is also linked to preparation for secondary and high school.	Inform	5
1.5 Outings <ul style="list-style-type: none"> • National art gallery outing planned for Feb 15 for grade 3 • Gr 4 and Center outing planned for Feb 19 to the Museum of Nature • Track and field planned for May 31 • Softball tournament planned on June 6 for grade 6 Cost of outings are covered by grants in the budget which works out to approximately \$ 40 per student. The grade 6 groups will fund raise the remaining funds required for their end of school trip.	Approved (SB/JO)	10

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<p>Short discussion on other options for outings including:</p> <ul style="list-style-type: none"> • Skiing, snowshoeing and curling; additional information is required before a decision 		
2. New Business		
<p>2.1 Year end results 2017-2018</p> <ul style="list-style-type: none"> • High level review and discussion Chelsea Elementary and Western Quebec data results. This include a review the ministry data for testing at grades 2, 4, and 6. Used as a comparison to understand how Chelsea Elementary is performing vis-a-vis the rest of the school board. This also looked at a class level in order to ensure that Chelsea Elementary teaching and evaluation approaches are in line with the board. • There was one area of slight discrepancy which was Math; which was an area of concern across the board. Additional review being completed to consider whether students are having difficulty with the math skills or the test taking / wording of exams. • Short discussion / clarification on which students are exempt from exams which includes those students on a modified program and students who are included in the moderate level academics as they follow a different curriculum. • Discussion on how to track the data from year-to-year to monitoring how Chelsea Elementary results. This will link with the Chelsea elementary school success plan and identification of what data will be tracked from year-to-year. Discussion regarding how targets are set; including explanation that targets are set by the teachers at the end of term 1. 	Approved	5
<p>2.2 Policy F-17 Code of Conduct for Employees and Volunteers</p> <ul style="list-style-type: none"> • Short discussion on the code of conduct. It will be presented to the employees next staff meeting 	Inform	5
<p>2.3 Fee based lunch activities</p> <p>Review and discussion of following activities:</p> <ul style="list-style-type: none"> • Ukulele club during the lunch for eight week. There will be a fee for service as well as free spots. Various discussion points on this topic included where school ukuleles could be used, how this is similar or dissimilar to the Ukulele which is part of Homework club. Some discussion on how spots would be allocated (ie. Draw for homework club). Andrea to look into some of the ideas discussed. - Ski and snowboard club. Discussion on possibility of ski and snowboard through daycare and the ratios required of supervisors to students (i.e. one to ten ratio). More information 	Approved (CG/ BC)	

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to be gathered on the option.		
3. Unfinished Business / Business Arising		
<p>3.1 Education Project Update</p> <p>Explanation on and discussion on that is included in the educational projects. The plan is at development stage and there is need of a steering committee to move forward. Committed to be formed and meet at the end of January. More information to be provide by Andrea.</p>	Inform	5
<p>3.2 Sexuality Curriculum Update</p> <p>As the curriculum is rolled out teachers will be trained on the delivery and content. This will be started in grade one and mainstreamed in a number of courses. Should discussion on process for parents who may choose to opt out. Short overview indicated that this is a comprehensive sexuality program which is intended to ensure that there are good communication between the parents and the school.</p>	Inform	10
4. Reports		
<p>4.1 Principal's Report</p> <ul style="list-style-type: none"> • A theme for January is inclusion. • Free flow of students moving in and out of the school at break and lunch time rather than having students stand in line, has had positive and unintended outcomes. • There is a visit from an Indigenous elder to each class to increase knowledge about Indigenous culture. 	Inform	5
<p>4.2 Teachers' Report</p> <ul style="list-style-type: none"> • Center: communication devices have been deployed to enhance communication with friends and teachers. Integration has been going well. • Grades 5/6 French classes will be going to NAC in February • Cycle 3: book club instead of novel study. Math finishing up fractions. In Social studies looking at elections • Kinder English: Themes: winter, Penguins, Arctic; Number: 1-25; Letters: J,P,I; *Home readers are going home on Monday, Jan. 20th • Kinder French: Thèmes: Hiver, bonhomme de neige et vêtements d'hiver; Introduction de la voyelle Aa; *Miss Sophie continues supporting kinders until March break. • Grade : ELA: Starting to experiment story writing using story elements; MATH: Working in situational problem + getting ready for the 100th day project • Grade 2: ELA: Finishing up projects from December; MATH: Exploring data management 	Inform	10

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<ul style="list-style-type: none"> Grade 1 French: Learning the weather and days of the week Grade 2 French: Working on French sound clusters and accent + reading home readers in class with SmartBoard with a partner 		
4.3 Daycare Report <ul style="list-style-type: none"> A fee increase was introduced by the ministry. The daily fee will now CAD\$8.35/day and CAD\$16.70 / PD days 	Inform	4
4.4 Parents' Committee Report <ul style="list-style-type: none"> Upcoming training for Board Members and updated to Parent's Committee Handbook 	Inform	4
4.5 Outdoor Learning Centre Committee Report <ul style="list-style-type: none"> Required to review plans and design as tenders received were above the budget. School board is awaiting for the plans to be approved before going out to tender. Currently on track for spring at the tender process which will be a 4-week process. Communication pieces need to be reviewed and suggested updates in the newsletter.. 	Inform	4
4.6 Community Members' Reports (From Caryl Green) <ul style="list-style-type: none"> Discussion on how to share information about the community activities. There are a number of areas for collaboration; for example the skating rink is going well. Short discussion on whether there is interest to collaborate on memorial for Quebec English language rights that had recently passed away. 	Inform	0
4.7 Home & School Report -updated provided on activities	Inform	4
4.8 Chair's Report -no update	Inform	4
5. Adjourn	Approved (HB / LM)	1

Next Three Meetings: