



**CHELSEA ELEMENTARY SCHOOL**

**Governing Board Minutes**  
**October 17, 2019 5:30pm - 7:30 pm**

**Present:** Abeeha Hassan, Emma Hadad, Anne Geldart, Dahlia Tanasoiu, Devon Gable, Heather Beresford, Jennifer Olson, Jessica Tackas, Keri George, Leslie Fumerton, Najla Sater, Sandrine Bedard, Andrea Gage, Marty Thomas

**Additional:** Christina Staniszewski (Home and School rep)

**Regrets:** None

Item	Action	Time
<b>1. Standing Items</b>		
1.1 Additions to the agenda - No Additions	Procedures - Presented by Marty	10
1.2. Approval of agenda ( <i>provided</i> )	Motion to Approve by Najla. Second by Jen and All in favour	
1.3 Approval of June minutes ( <i>circulated</i> )	Motion to Approve by Dahlia. Second by Najla and All in favour.	
1.4 Approval of September minutes ( <i>circulated</i> )	Motion to Approve by Najla, Second by Jen and All in favour.	
1.5 School Budget Adoption - Presented by Andrea (hard copy was also provided) - The following grants have been received: 1. Please list 2. Please list	General Board Adopt the budget for the School. Motion to acknowledge the receipt of the grants listed by Devon, Second by Najla and All in favour.	5
1.6 Educational Project -Educational Project and Fundraising Wish List was shared with GB -Andrea presented with an update -Andrea Informed For Terry Fox Run we raised \$2775 online and \$3728 Cash.	Inform	5
1.7 Home and School Report a) Rescind motion to approve fundraising events June 2019	Inform/Approve	10

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<p>b) Approve upcoming fundraising and allocation</p> <ul style="list-style-type: none"> <li>-Welcome Christina from Home and School.</li> <li>- a list of 2019/2020 fundraising events was presented by H&amp;S in June 2019 and approved by Governing Board however we are now aware that the proposal was missing some key pieces (such as approximate funds that will be raised from each event and what those funds will be going towards). As such the WQSB suggested we would need to rescind June's approval and ask Home and School to present a more fulsome proposal</li> <li>-Marty has reached out to the H&amp;S President to come to consensus on what the full proposal should look like</li> <li>-because of timing, and in an effort to not delay any fundraising efforts, Governing Board agreed to approve the following events but asked that H&amp;S come back with a full proposal:             <ul style="list-style-type: none"> <li>- Halloween Dance - money raised will go towards Technology</li> <li>- Scholastic/Bag to school - money raised will go towards Cycle 1 Butterfly project.</li> <li>- Teacher Appreciation Bake Sale - Money raised will go towards Technology.</li> </ul> </li> </ul>	<p>Motion to approve the fundraising events and associated gifts as outlined by Leslie, Second by Jen and all in favour.</p>	
<p>1.8 School Fundraising Events , Emma Presented the request to fundraise for the centre.</p> <p>a) Coffee Cart</p> <ul style="list-style-type: none"> <li>● Jen asked if students selling things during class time is a violation of any legislation</li> <li>● Andrea assured that this would come under their education curriculum.</li> <li>● Discussion around expanding the program to more that just teachers/coffee/baked goods</li> <li>● need to be cognizant that fundraising events don't conflict with H&amp;S efforts</li> <li>● Marty suggested we consider approving based on scope presented by Emma and if she'd like to expand it, she comes back to Governing Board</li> </ul> <p>b) Leucan Halloween Campaign</p> <ul style="list-style-type: none"> <li>● Andrea presented a request for the school to participate in the Leucan Halloween Campaign (raises awareness of the realities faced by kids with cancer)</li> </ul>	<p>Motion to Approve the Coffee Cart by Jen, Second by Ann and all in favour</p> <p>Motion to Approve the Leucan Halloween Campaign by Devon, Second by Ann and all in favour</p>	<p align="center">5</p>
<p>1.9 Private Gifts to approve</p> <p>a) Compost program</p> <ul style="list-style-type: none"> <li>● Andrea reported that we have received 20 bins from the municipality for the classrooms and a \$120 private donation from a parent for the compost program. The municipality also provided us with a big compost container outside of school that will be picked up by the municipality weekly.</li> </ul>	<p>Motion to accept the gift and Approve by Najla, second by Heather and all in favour</p>	<p align="center">5</p>
<p>1.10 Outings to approve</p> <ul style="list-style-type: none"> <li>- Touch Football - Nov 1st for Cycle 3</li> <li>- Take me Outside day - Oct 23rd Grade 2</li> <li>- Walk to the sugar bush - Oct 18th Grade 4 and 5</li> </ul>	<p>Motion to Approve by Heather, Second by Jen and All in favour.</p>	<p align="center">5</p>

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- Walking to the Meredith Centre Cycle 3 October 31st 10 am		
1.11 Rentals to approve	Approve	5
1.12 Public forum ( <i>Question period</i> )	Requests	5
<b>2. New Business</b>		
2.1 Internal rules of Management	Approval- Moved to next meeting	5
2.2 Emergency Preparedness Plan ( <i>circulated</i> )	Approval- Moved to next meeting	5
2.3 Code of Conduct* <ul style="list-style-type: none"> <li>- Jen questioned about the code of Conduct.</li> <li>- Andrea confirmed indicated that the Code of Conduct was included in this month's agenda item for information purposes only and that it is reviewed/approved by GB at the end of the school year (as was the case in 2018/2019)</li> </ul>	Inform - Move to next meeting	5
2.5 Use of Grants	Approval- Moved to next meeting	10
2.6 Timing of 2020 AGM	Discuss - Move to next meeting	5
2.7 Invitation of Community Members	Discuss - Move to next meeting	10
<b>3. Unfinished Business / Business Arising</b>		
<b>4. Reports</b>		
4.1 Principal's Report - Presented by Andrea	Inform	4
4.2 Teachers' Report <ul style="list-style-type: none"> <li>- Dahlia Reported for Cycle 2-3</li> <li>- Due to lack of time we did not go over the other Teacher reports but they were emailed.</li> </ul>	Inform	12
4.3 Daycare Report <ul style="list-style-type: none"> <li>- Heather presented the budget,</li> <li>- Last year there was a \$30000 surplus.</li> <li>- Some was proposed to go on the swings.</li> </ul>	Inform/Motion to adopt the budget by Jen, Second by Najla and All in favour.	3
4.4 Parents' Committee Report	unable to inform due to Lack of time	3
4.5 Outdoor Learning Centre Committee Report	unable to inform due to Lack of time	3
4.6 Community Members' Reports	None present	N/A
4.7 Chair's Report	N/A	2
<b>5. Other</b>		
5.2 Next Governing Board Meeting Date <ul style="list-style-type: none"> <li>- Marty unable to attend on November 21st. Request was made by others to move next meeting. Meeting set for November 14th</li> </ul>	Discuss	2

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<b>6. Adjourn</b>	Motion to Approve by Jen and Second by Devon. All in favour	1
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\* Pre-read sent