



## Governing Board Meeting – October 3, 2024

**Call to meeting:** An in-person Governing Board meeting was held at 6:01pm on October 3 2024, Presided over by Ciaran Dooley with Megan Kuchinsky as secretary.

**In Attendance:** Ciaran Dooley, Ashley Tetreault, Julie Belisle, Melissa Russel, Ellen Luker, Alicia Duperon, Natalie Howard, Alex Butler, Hannah Juneau, Lara Bednarz, Meghan Deere, Samantha Halpin, Hannah Patrick, Colleen Cowan, Céline Guerin, Cathy Goldsbrough

### **Adoption of Agenda:**

#### **Notes:**

- Add School fees 24-25
- Add Schedule of GB meetings

**Motion to approve Agenda with the above additions:** Lara

**Secunder:** Céline

**All in Favour**

### **Election of Secretary & Community Representatives:**

#### **Notes:**

- Megan Kuchinsky nominated as Secretary

**Motion to approve:** Alex

**Secunder:** Julie

**All in Favour**

- Ashley Tetreault nominated as Community Representative

**Motion to approve:** Alicia

**Secunder:** Lara

**All in Favour**

Samantha Halpin – Directrice/Principal ([elle/she/her](#))  
Hannah Patrick –Directrice Adjointe/ Vice Principal ([elle/she/her](#))

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## **Election of Governing Board Chair:**

The following members were nominated to serve as Chair of Governing Board for the 2024-25 school year

- Alex Butler
- Ciaran Dooley

Each candidate had the opportunity to present themselves and discuss why they are interested in serving as the Governing Board Chair

\*Ashley Tetreault, Sam Halpin and Hannah Patrick counted ballots as non-voting GB members

**Elected Chair for the 2025 Governing Board: Ciaran Dooley**

**\*Ciaran will preside over the remainder of the meeting**

## **Election of Governing Board Vice-Chair:**

The following members were nominated to serve as Vice-Chair of Governing Board for the 2024-25 school year

- Alex Butler
- Meghan Deere

Each candidate had the opportunity to present themselves and discuss why they are interested in serving as the Governing Board Vice-Chair

\*Ashley Tetreault, Sam Halpin and Hannah Patrick counted ballots as non-voting GB members

**Elected Vice-Chair for the 2025 Governing Board: Meghan Deere**

Samantha Halpin – Directrice/Principal ([elle/she/her](#))  
Hannah Patrick –Directrice Adjointe/ Vice Principal ([elle/she/her](#))

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# Lord Aylmer School



## 2024-25 Governing board Meeting Dates & Structure:

### Notes:

- All Governing Board meetings will be in person with the virtual option available for those who cannot attend in person.
- Proposed schedule for the 2024-25

Wednesday November 13
Wednesday January 15
Wednesday February 12
Wednesday March 19
Wednesday April 9
Wednesday May 14

\*Calendar invites will be sent prior to all GB meetings

**Motion to approve the 24-25 schedule:** Hannah

**Seconded:** Ciaran

**All in Favour**

## Protocol for visitors (internal structure):

### Notes:

- Similar to 23-24 structure
- A disclaimer with regards to respect and professionalism will be added to the protocol
- The protocol and disclaimer will be prepared and voted on at the next GB meeting

## Operational Budget- Reallocation of Insurance - \$1400:

### Notes:

- Sam gave the Governing Board an overview of the operational budget, where the money comes from and how it is used within the school
- Sam proposed that the \$1400 Reallocation of insurance funds goes to boosting classroom budgets
- **The following proposals were discussed**
- An inquiry was made as to the cost of staffing a lunchtime library worker for both campuses. \$1400 will not be enough to staff such individuals
- Purchase of art supplies for both campuses

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- Split money between two campuses to use as each campus sees fit.
- A teacher survey be created to determine needs. Can be shared with Home and School as they may be able to supplement needs of staff as well.

**Motion to adopt a survey to reallocate the \$1400.:** Colleen

**Secunder:** Ellen

**All in Favour**

## **Grant allocation & Distribution:**

**Notes:**

- Sam presented the Grant Allocation & Distribution to the GB

**The Governing Board has seen and been informed on the Grant Allocation & Distribution**

## **Educational Project:**

**Notes:**

- The Educational Project is a living document that will continue to be shared with the Governing Board throughout its implementation. Communication with the community with regards to the Educational Project be shared in a consistent manner and will include opportunities for community feedback

### Objectives

- Outdoor playscape at the JR campus: Progressing nicely – donations are coming in and the team continues to look for donations to supply the playscape with materials
- Diversity and Equity, Inclusion and Justice: Strong focus within Lord Aylmer's Educational Project
- Communication: More streamlined communication with the community. A community email will be shared weekly and a calendar outlining events within the building will be shared through email and LA's social media platform monthly
- Pedagogy: Teacher Professional Learning Groups and monthly meetings focus on collaborative learning through cross cycle and cross curricular sharing
- SR outdoor playscape: Intention to have this project underway by September 2025
- Fundraising initiatives were discussed to expand on outdoor playscape materials and features

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**Hannah Patrick –Directrice Adjointe/ Vice Principal (elle/she/her)**

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# Lord Aylmer School



## AV-AB Plan:

### Notes :

- Student survey results were presented and discussed
- Idea was proposed to create a student voice focus group to boost engagement
- Teachers will be mandated to attend a virtual workshop from the MEQ on Behaviour Management Training for Schools on Bullying and Violence
- Language in the AV-AB plan was discussed as well as next steps for both parties involved in bullying incident
- Data from reported- Acts of Violence at Lord Aylmer from the 2023-24 school year will be provided to the Governing Board

### **Motion to approve AV-AB Plan: Céline**

\*With the caveat that specific language being adjusted, and typos be settled

**Secunder:** Ellen

**All in Favour**

## Gym Rentals:

### Notes:

- 25,000 dollars was raised through rental income
- Rental money is used for incidentals that fall outside what is included in the Operational Budget

### **Motion to approve: Hannah**

**Secunder:** Lara

**All in Favour**

### **Motion to extend the meeting to address the following items:**

- Cake Raffle, Emergency Preparedness Plan & Field Trips

**All in Favour**

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Hannah Patrick –Directrice Adjointe/ Vice Principal ([elle/she/her](#))

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## Cake Raffle -Gr. 6

### Notes:

- The grade six teaching team would like to have cake raffles throughout the year to raise funds for Graduation related activities

**Motion to approve:** Colleen

**Secunder:** Julie

**All in Favour**

## Emergency Preparedness Plan:

### Notes:

- Updated CPR List
- Updated locations for fire drill procedures
- Some typing errors were noted within the JR campus document

**Motion to approve (with amendments to typing errors):** Ciaran

**Secunder:** Celine

## Field Trips-Outdoor Ed.

### Notes:

- Mme. Ysabel, Ms. Barrett, Mme. Mélanie & Ms. Cobham's classes would like to go to the museum of nature on the 8<sup>th</sup> & 9<sup>th</sup> of October. Funds would be pulled from the Inspirational Schools grant

**Motion to approve:** Megan

**Secunder:** Lara

**All in favour**

## Varia: CCQ information inquiry:

### Notes:

- Alex communicated that many parents and guardians from the community are interested in obtaining more information with regards to the new CCQ program.
- Sam will send an email to George Singfield on behalf of the Lord Aylmer Governing Board to request an information session for WQSB parent(s)/Guardian(s)
- In addition, an email will be sent to Mathew Russell, the consultant of the CCQ curriculum, requesting his appearance at the November 13 GB meeting.

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# Lord Aylmer School



**Motion to approve email to Mathew on behalf of GB:Alex**

**Secunder: Lara**

**All in favour**

**Motion to adjourn the October 2024 meeting: Julie**

**Secunder: Nathalie**

**All in Favour**

**The Governing Board meeting was adjourned at 8:21pm.**

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