

Royal West Academy

GOVERNING BOARD MEETING

MINUTES – January 14th, 2015



Minutes of the meeting of the Governing Board (GB) of Royal West Academy held on Wednesday, January 14th, 2015 at 7:00 p.m. in the library of Royal West Academy, 189 Easton Avenue, Montreal West.

PRESENT		
Jeff Bateman	Daniel Dupuis	Ryan Ortiz
Nathalie Cheff	Jessica Fogel	Tony Pita (Principal)
Rachel Copnick	Chantal Juhasz	Phillip Rennison
Nijad Dahdah (R3PC Delegate)	Kirk Kelly (Chair)	Lori Rinaldi (Secretary)
Michael Delis (Vice-Chair)	Mikaela Mailly	Patricia Taylor
Andrea Dillon	Jan Mateus	
Deidre Dimock	Michael Mendelson (Treasurer)	
REGRETS		
Lindsay Heckersbruch	Sandy Roy	John Simms
Joseph Lalla	Mahesh Sharma	

1. Welcome by the Principal and Chair

Meeting called to order at 7:05 p.m.

2. Adoption of Agenda

Chair proposed to move article 6.3 *Criteria for selection of a principal for Royal West* to 9.1 in the *Varia* section of the agenda. Amended Agenda motioned by D. Dimock; Seconded by: A. Dillon. Result: Unanimous, all in favour.

3. Adoption of Minutes of November 5th, 2014 GB Meeting

GB members discussed their preference for detailed versus summarized Minutes. It was agreed that Minutes would continue to be provided in a detailed format going forward. Motioned by P. Rennison; Seconded by M. Mendelson Result: 15 in favour; 0 against; 1 abstention.

4. Business Arising from the Minutes

4.1 Technology review – presentation of final report

Committee met in early January 2015 to make final changes to the Technology Report. The Report was officially presented to the GB. The report is expected to be published on the RWA website. The Report is a collaborative effort of teachers and parents informed by the survey results as well as consultations with School Board (SB) and external experts. Questions related to the Technology Report can be addressed to the Chair.

4.2 Grade 10 math results – update (June 2014 results)

Principal presented the Grade 10 math results for June 2014. MESA results for subjects including Cultural math; Histoire; Science and technology; English Language Arts; Français langue d'enseignement and Français langue maternelle are available.

4.3 Update from portal subcommittee

An update was provided. Of particular note, although the portal project is being worked on to respond to RWA's needs, there may be the possibility of a joint venture with the EMSB as suggested by Paola Miniaci, Deputy Director General of the SB. GB members discussed the following related topics:

- a design to best serve interests of all RWA students but to include teaching and support staff input;
- funding; and
- clarification on role of sub-committee.

4.4 Update from efforts to set up life skills course

Preliminary discussions took place between RWA teachers and it is being examined as a possible ECA.

4.5 Update on efforts to provide more time for teacher collaboration

A previous side meeting was held with interested GB members and Principal was reported on. The subject of time allocation to permit greater teacher collaboration is a complex topic because any decision will have a domino effect. Various potential solutions were discussed to include:

- qualified substitute teachers involvement;
- increased parental involvement; and
- adjustments to the teaching cycle ;

Chair to continue discussions with staff and teachers on this subject.

4.6 Trip policy: update from School Council

Principal spoke with School Council regarding a re-examination of the Trip Policy based on past comments. School Council decided to create a subcommittee tasked with making evidence-based recommendations rather than ones based on anecdotal evidence. The subcommittee chair is Ms. G. Purdy. She will consolidate feedback and present to Staff Council.

4.7 Results of an electronic vote held on the motion to allow City Driving School to offer classes at RWA

By electronic vote, the GB gave permission to City Driving to hold classes at RWA provided classes are exclusively for RWA families. Motioned by K. Kelly; Seconded by: M. Mendelson; Result: 12 in favour, 4 against, 2 abstentions.

5. Reports

5.1 Principal

- i) Changes to staff: Ms. Kissin; Ms. Gehr returned. This resulted in the departure of Ms. Partington and the reassignment of Mr. Thomasson who is now replacing Mme. Ouellette;
- ii) Staff and students raised \$8,432 (in addition to non-perishables) for Tyndale St-Georges Community Centre;
- iii) Bardolators rendition of Shakespeare's *The Merchant of Venice* took place on December 2nd through 5th, 2014;
- iv) December 11th, 2014: Holiday Music Concert; and December 16th, 2014: UN debates;
- v) Annual Variety Show in support of RWA and the Make-a-Wish foundation took place on January 9th, 2015;
- vi) Course selection forms are being reviewed with students and being sent home for parent approval. The course selection process is ongoing and will be completed by the week of January 19th, 2015;
- vii) The Grade 10 Ski Trip was cancelled as a result of low student participation rate. This is the second consecutive year that this trip has been cancelled. The staff has since met to discuss why students show little interest in this activity. It is clear that an alternative trip must be considered for Grade 10 students going forward.

5.2 Region 3 Parents' Committee (R3PC)

- i) R3PC has asked that parents be surveyed in the context of school closures and/or mergers. The R3PC has always felt that the process is done without sufficient consultation. There is no indication of school closures and/or mergers in 2016 at the present time;
- ii) IT Portal discussion: Luigi Di Filippo, Director, Information Technology Services, will be providing feedback on January 21st at time of the division meeting. He will be sharing the EMSB vision regarding the IT portal;
- iii) There is an on-going debate about SBs sharing schools and/or spaces;
- iv) R3PC has been discussing the school calendar for the 2016-2017 academic year.

5.3 SLA

- i) SLA helped organize the Variety Show in collaboration with staff;
- ii) Winter Carnival is scheduled to take place on January 20th;
- iii) SLA continues to collaborate with Home & School in an effort to get the new gym shorts approved.

5.4 RWA Foundation

- i) Raffle tickets are on sale to raise funds for seating and air conditioning. The goal is to solicit every parent to sell 5 tickets. Objective is to raise \$150K.
- ii) RWA Foundation is hosting a theatre night on April 15th, 2015 at the Segal Centre.
- iii) On-going efforts to solicit parents to contribute to purchase new seating for the auditorium - \$250 per chair.

5.5 Home & School

- i) Discussed the "wish list"; total spent was \$23K with \$10,600 going to new lockers and the rest going to bulletin boards, new sinks to accommodate students in Art programs, French dictionaries, book cases etc.
- ii) On November 8 & 9, about 70 parent volunteers (315 hours of labour) scraped and repainted handrails, painted both the stairwells and the entire West Wing and Foyer. Materials were donated by MF Pain and Reno Dépôt; costs were minimal to H&S. The next goal is to paint the cafeteria and staff room(s) in the spring.

5.6 & 5.7 Commissioner and Community Representatives

Not present.

6. New Business

6.1 Royal West Academy MESA Agreement/Success Plan – Annual Report for 2013-14

Principal reviewed the 2013-2014 MESA Agreement/Success Plan Annual Report with GB Members. The MESA identifies five (5) RWA academic and/or community goals that must be aligned with the EMSB and MELS core guidelines. A complete copy of the report will be available on the RWA GB website. GB members were asked to vote on the following motion:

"WHEREAS Bill 88 requires that the school enter into a MESA Agreement/Success Plan with the SB (EMSB); WHEREAS an Annual Report of the MESA Agreement/Success Plan for 2013-2014 has been developed by the School Success Team and the School Administrator; WHEREAS Bill 88 also requires that the School produce a yearly report of the

said MESA Agreement/Success Plan for SB; WHEREAS the said report of the MESA Agreement/Success Plan was deemed to be in conformity with the SB requirements; WHEREAS a MESA Agreement/Success Plan was signed and adopted by the GB on January 14th, 2015;

The motion was MOVED by N. DAHDAH, SECONDED by M. DELIS and RESOLVED THAT the 2013-2014 Annual Report of the MESA Agreement/Success Plan be approved and that it be communicated to all stakeholders."

6.2 RWA Success Plan MESA 2014-15

Principal reviewed the 2014-2015 MESA Agreement/Success Plan with GB Members. This document sets out RWA's plan for the current school year as to how it will achieve the goals set down by both the SB and the ministry. A complete copy of the report will be available on the RWA website. GB members were asked to vote on the following motion:

"WHEREAS Bill 88 requires that the school enter into a MESA Agreement/Success Plan with the SB (EMSB); WHEREAS Bill 88 also requires that the School update the MESA Agreement/Success Plan yearly; WHEREAS a MESA Agreement /Success Plan for 2014-2015 has been developed by the School Success Team and the Administrator; WHEREAS the said MESA Agreement /Success Plan was deemed to be in conformity with the SB requirements; WHEREAS an updated MESA Agreement/Success Plan was signed and approved by the GB on January 14th, 2015;

The motion was MOVED by J. BATEMAN, SECONDED by M. DELIS and RESOLVED THAT the 2014-2015 MESA Agreement/Success Plan be approved and that it be communicated to all stakeholders."

6.3 Donation to Science Fair for prizes

A request by the Science Fair coordinator led to a motion regarding a \$120 donation for the Annual Science Fair. Motioned by: J. Fogel; Seconded: A. Dillon; Result: 8 in favour; 7 against; 1 abstention.

Given the divided vote, a suggestion was made that GB identify how it will spend its budget at the beginning of the school year to avoid contentious decisions.

6.4 Mandatory fundraising: should it be allowed?

The question of mandatory fundraising by activities was discussed to include greater transparency. Principal clarified that parents and/or teachers cannot be forced to fundraise and that clear guidelines and parameters around the cost of activities must be defined and communicated to all stakeholders.

6.5 Budget Update

Principal shared the School Budget Report update. All GB members reviewed and discussed aspects of the budget. The consensus was the overall budget is currently being managed satisfactorily.

6.6 Curriculum 2015-2016

Other than minor name changes to some courses (Example: Leadership and Leisure Studies), no significant changes have been made to the 2015-2016 Curriculum. Chair requests a motion to approve the Curriculum 2015-2016 as presented to GB. Motioned by: N. Dahdah; Seconded by: L. Rinaldi; Result: Unanimous, all in favour

7. Correspondence

Chair received a Holiday Greeting card to the entire GB from the EMSB.

8. Question Period

Nil.

9. Varia

9.1 Criteria for selection for Principal

This year's deadline for submission to Paola Miniaci of the EMSB for *the Criteria for selection for Principal* is March 25th, 2015. A motion was laid forth to form a subcommittee comprised of the two new Parent Representatives elected to GB this year to review the 2014 letter to the EMSB addressing the submission and suggest any changes. Motioned by: P. Rennison; Seconded by: L. Rinaldi; Result: 14 in favour; 0 against; 2 abstentions

10. Adjournment

The meeting was adjourned at 9:59 p.m. on a motion by J. Mateus.
Next meeting: Wednesday, February 11th, 2015 @ 7 p.m. at the RWA Library