

## Minutes

### Meeting of the Association des Parents de l'École André-Piolat (APÉ)

Tuesday, September 22, 2009

7:30 pm to 9 pm

#### 1. Welcome and round table

Attending the meeting:

1. Ahmed Amer
2. Alexandra LaRoche
3. Annick Vachon
4. Anny Morissette
5. Beth Anderson
6. Carole Watkins
7. Cathy Richards
8. Christian LaRoche
9. Chrys Gonidakis
10. Cindy Froud-Rose
11. Claude Morency
12. Claudine Hansen
13. Coco Jeangrand
14. Denis Roux
15. Francine LeBlanc
16. François Landry
17. Genevieve Lauzon
18. Gillian Vandermeirsch
19. Jason Jacobucci
20. Jeannine Webb
21. Joanne Doldon
22. Louise Melanson
23. Malika Hamchaoui
24. Marie-Noëlle Pasquet
25. Marie-Odile Chau
26. Michel Dubreuil
27. Myriam Beaugé
28. Myriam LeMay
29. Pascale Couton
30. Shahla Moodad
31. Sophie Babeau
32. Sophie Lemieux
33. Sue Callaghan
34. Sylvia Ducceschi
35. Wendy Matsubuchi Bremner

Denis Roux welcomed everyone. His council wishes to assure continuity in the vision and the philosophy of the association. As well, the council is open to and enthusiastic about new ideas and renewed energy in the group.

#### 2. Adoption of agenda

The following items were added to the "Other" section of the agenda: a question on the new bus transportation policy was proposed by Chris Gonidakis; and Cathy Richards noted that a parent representative is required for each class.

**Resolution 2009/10-1** Adoption of the Agenda, moved by Malika Hamchaoui and seconded by Gillian Vandermeirsch. Adopted.

### **3. Adoption of the minutes of the June 9, 2009 meeting**

Cathy Richards requested clarification from the parents who attended the last meeting, to help recall the name of the person who proposed Michel Dubreuil as Vice President. Sylvia Ducceschi confirmed that it was she. Cathy will amend the minutes.

**Resolution 2009/10-2** Adoption of the minutes, moved by Malika Hamchaoui and seconded by Shahla Moodad. Adopted.

We also discussed that from now on the draft of the minutes would be available on the APÉ page of the school's Web site. Parents will be able to consult the minutes there. As well, this will allow us to minimize the need for printing the minutes for the meetings.

### **4. Operations**

Denis Roux, the head of the new Parent Advisory Committee [PAC in English, APÉ in French], reassured the group that the APÉ will pay particular attention to the rules of confidentiality when it comes not only to the students, but to all the individuals in our community as well.

Denis thanked Myriam Beaugé for her help in putting together the new newsletter *Le Lien de l'APÉ*, which from now on will be the main vehicle of communication with parents. The newsletter will be sent by email, to save on paper costs. It will also be available on the school's web site.

Denis reminded us of important dates that were coming up and invited the group to note them, to ensure maximum participation of parent volunteers.

Cathy Richards requested that the most important communications, such as the agenda and the minutes of the meetings, be posted on the Web site a week before the next meeting. She also requested that the APÉ send an electronic reminder of meetings/special events a week before they happen.

### **5. Finances**

There have been few transactions since June.

Shahla Moodad informed the group that the balance of the general and term accounts stands at about \$40,000. We're waiting for a grant of \$4,000 to come from the Lotteries Corporation by the end of the month. Christian Laroche reminded the group that \$8,000 of those funds have already been committed for the sound and light system for the school.

Shahla informed the group that we have also received a cheque for \$267.40 in GST rebates for the play and sports equipment purchased in 2008-2009.

She noted that it's important to have the new financial planning committee (4-5 people) in place as quickly as possible, in order to establish financial priorities for the year and to plan shared expenditures with the school.

Denis Roux strongly supports this committee and asked that it present a report to the APÉ in November.

## **6. School administration report – Carole Watkins**

Carole Watkins welcomed the parents in attendance (representing 189 families / 302 students). She too is enthusiastic about this new school year. The recurring theme in the school this year will be the Olympics.

New to the school this year will be an elective Dramatic Arts class for Grades 8 and 9. This will replace the Spanish class, which was not selected by enough students as an elective this year.

Mme Carole will be principal of the school four days a week. Mme Sophie will be taking care of school administration matters for 2.5 days per week. She will be responsible for Safety and Security matters for the school. This includes:

- The « 911 Lice » team that will come to the school three times per year to inspect all students. The children tagged will have a letter sent to their home in their backpack. As well, the school's team of volunteers will do a second check a week after the first visit. We have already had the first inspection, and 10 children from eight families were identified. This is a much smaller number than last year. Sue Callaghan reassured the group that this process is entirely confidential. She added that the students going to Brackendale would be examined before the trip, and upon their return.
- The disaster simulation / earthquake preparedness day has been scheduled for October. The specific date has yet to be determined.

- The Partner Committee will continue its work this year, focusing on planning for the next three years. Myriam Beaugé and Mathé Grenier have graciously accepted to continue as parent representatives. Myriam is the president of the committee.
- The application for the International Baccalaureate program, i.e. the "I.B." program, for Grades 7, 8 and 9, is ongoing. We are waiting for a definitive answer. The success of the "École sans Frontières" program is directly linked to this.

M. Olivier has begun negotiations with School District #44: North Vancouver to establish an intersport program with the English schools on the North Shore. His initial request was denied; however, he has submitted a second request with the support of M. Guy Bonnefoy. He is waiting for a response. Sport exchanges with other schools of the CSF are ongoing.

A new transportation policy has been put in place, after four years of consultation, to address the escalating costs of transporting our children by bus. Unfortunately, the Ministry of Education subsidizes the CSF at the same rate as it does other school boards. This amount does not cover the unique transportation requirements of the CSF. As well, it is the CSF that manages transportation, not the bus companies. Adjustments are still being made to the program and to the routes. Parents who have questions or concerns can contact the school administration. Few children are now being picked up in front of their homes; buses now stop at a number of pick-up points along the routes.

The fruit and vegetable program is underway. These will be distributed every second Tuesday. Mme Marijo and the Grade 7 students will be collecting data throughout the year, to better understand the benefits of the program, from the students' point of view

All parents who would like to volunteer for school or class activities, including carpooling students, are required to request that a criminal check be completed at the RCMP Detachment on the corner of 14<sup>th</sup> and Lonsdale. Forms are available at the administration office of the school.

A request has been made to the CSF to block access to the school from Windsor Street for safety reasons. We are currently waiting for a response.

The selection of parent representatives from each class was not done during the first meeting. This will be completed as quickly as possible.

The school will be offering a training session on the climbing wall, to increase its usage. The date of the workshop is yet to be determined, and it will be open to teachers, to staff at Trottins and the Service de Garde, and to parents who are interested.

The school will also be offering workshops on francophone identity development and conflict resolution. Dates will be shared by Myriam Beaugé in the newsletter "*Le Lien*".

Our library needs more volunteers. Those who are interested can contact Mme Sophie Lemieux directly.

### **7. Committee updates for 2009-2010**

During the meeting sign-up sheets for the following committees were circulated in the room: secondary school committee, Christmas celebration, climbing wall, financial planning, evening activities, family sports evenings, Open House and welcome receptions, the video library, and volunteers for sundry activities. Gillian Vandermeirsch will compile the lists and keep them up to date.

### **8. Welcome dinner – September 25, 2009**

A message has been sent to parents. Michel Dubreuil will be organizing the event, with the assistance of two volunteer groups: one which will handle the preparation before the event, starting at 5 pm, and one which will take care of cleanup at 8 pm. L'APÉ will take care of utensils, plates, napkins and coffee/tea.

### **9. Report on the sound and light project for the theatre**

Christian LaRoche and Alexandra LaRoche presented two turnkey quotes by Christie Lites: the first for sound equipment in the amount of \$22,703.80, and the second for lighting equipment in the amount of \$20,552.92 (see attached documentation). There were two important criteria that set this company apart:

1. The flexibility of the system, which can be used in the multipurpose room and in the gym, during larger scale events, such as the Christmas concert.
2. The quality of the equipment, which would be better able to withstand usage in a school environment.

A second quote, which was slightly lower than the one above, was rejected because the equipment was of a lesser quality. The accepted quote includes all the equipment (console, lights, wiring, etc.) and installation, all of which is guaranteed for two years.

Christian and Carole explained that there is an agreement in place with the CSF where they will pay the total amount, so we can go ahead with the complete purchase and installation right away. APÉ will then reimburse the CSF in the amount of \$8,000 per year for three years. The school will reimburse the CSF in the amount of \$3,000 per year for three year. The CSF will pay \$10,000, for a total amount of \$43,000.

The installation will take two to three weeks, and will be completed once the company has received the order confirmation.

**Resolution 2009/10-3** A proposal by Michel Dubreuil and seconded by Claudine Hansen to :

- *ratify the commitment made by the APÉ in 2008-09 to make three annual payments of \$8,000, for the purchase of sound and light equipment for the school :*
- *mandate Christian Laroche to follow through with concluding an agreement with the CSF regarding the sum that they will advance on our behalf for the purchase and installation of the equipment, and the subsequent annual reimbursements that the APÉ will make to the CSF, Adopted.*

## 10. Open discussion

Sue Callaghan asked if we could set up a system where parents could make electronic payments to the school (i.e. pizza days, Magic Lunch Box days, etc.) instead of having to write many cheques throughout the school year. Shahla Moodad explained that the cost for a credit card terminal is prohibitive (\$100/month + X%/transaction). However, Shahla will inquire to see if there's a way to take online payments, which she will share with the group at our next meeting.

Pascale Couton and Marie-Noëlle Pasquet are setting up a video library to allow families to borrow movies. Work is underway to determine the location of the library and how it will be run. Denis Roux recommended that they prepare a proposal that could be considered at the next meeting. Gillian Vandermeirsch will add this to the agenda.

## 11. Conclusion of the meeting

Meeting ended at 9:05 pm.

## Addendum

### Action items

Topic	Insertion	Action	By whom
Electronic transactions for payments to the APÉ	22 sept/09	Gather information and present options	Shahla Moodad
Setting up video library	22 sept/09	Present a proposal	Pascale Couton & Marie-Noëlle Pasquet
Annual financial planning	22 sept/09	Present a proposal	Shahla Moodad
Reimbursing the CSF for amount paid for sound and light equipment	22 sept/09	Present agreement with CSF	Christian LaRoche

### Documents submitted

1. Quote from Christie Lites for the purchase and installation of a sound system
2. Quote from Christie Lites for the purchase and installation of a light system