

Board Meeting Minutes

Wednesday, March 31, 2016 at 7:00pm

Present: Christine Dewolf, Amelia Candoleta, Karen Laham, Jacqui Roye, Melissa Bergevin, Lisa Markovsky

Absent: Sonia Arrigo, Vicky Brewster

Meeting called to order at 7:44pm

1. Approval of the minutes

Content in principle is good. However, typos and certain minor wording need some revision.

Motion moved by Christine, seconded by Karen- Minutes are approved.

Vote: unanimous

2. Approval of the agenda

Karen requested an addition to varia: Positions to PSA board

Motion moved by Christine, seconded by Karen – Add topic of PSA board positions

Vote: unanimous

3. Children registration update

Jacqui: 220 children currently in PSA

4. Tutoring update

Jacqui: We have a university master's program student, Christina, to help out with tutoring. She is helping Hebiba.

5. Budget updated to February

The February budget was reviewed.

Budget tabled until next meeting.

6. Student and stagaire hire update

Christine has mentioned that parents have raised concerns about hiring of stagaires and PSA not informing the parents of this.

Discussions ensued to find a mechanism to let parents know as new hires or stagaires come into PSA. The use of the PSA newsletter, email notifications and board at the main entrance were ideas for communication to the parents.

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Jacqui: Some of these stagaires are CEGEP or university students or currently studying in Early Childhood Education.

7. Fire drill

Jacqui: Prudent came to assess PSA for fire inspection, at the recommendation of the Montreal Fire Dept. There is no issue with a free flow program and an emergency evacuation plan. Prudent was unable to commit to provide a deliverable in a timely manner.

Therefore PSA is looking into a second recommendation.

8. Refunds

Christine: Parents are concerned that the refund amount was never communicated to the parents. This amount is unclear and what the original fees were versus the new rates.

Karen: There is a 0.50\$ drop per price fee, Ped Days remain the same price. Strike Days refund and the reduced fee refund will be in the same cheque given to parent.

The refund information will be included in the upcoming PSA newsletter. The new fee structure will be posted on the PSA website.

9. Newsletter

Christine: Items in the newsletter were included to address concerns of some parents. These include refund cheques, next year's fees structures, stagaires and PSA board contact information.

Motion moved by Karen, seconded by Lisa - To include information on the meetings the PSA board has had with the EMSB.

Vote: unanimous

10. Parental concerns

Christine: Most parental concerns have been addressed in the upcoming newsletter. Open meetings are another concern. A discussion of alternatives ensued for handling meetings next year. Open board meetings or closed meetings to discuss confidential staffing or parental information.

Motion moved by Karen, seconded by Christine - A minimum of three open meetings during the school year- usually to be the AGM (Sept), January and May. This will start in the school year 2016-2017

Vote: unanimous

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11. Registration for next year

Jacqui: Date set for April 26-30 2016. Information packages are now made available on the PSA website.

12. Upcoming GB meetings

EMSB is expected to present in an upcoming GB meeting, likely April.

Christine motioned, seconded by Melissa - We want to table at the April meeting that as per the Governing Board priorities, we move that PSA be approved as the after school provider for the 2016-2017 school year.

Voted: unanimous

Registration for PSA for the 2016-2017 school year will already be underway.

13. PSA show and picnic

PSA show is scheduled for May 20.

14. Varia

Available board positions for next year. Karen announced that she will be stepping down as President of the PSA board at the end of the 2015-2016 school year as her one year term is up.

Sonia Arrigo has formally withdrawn from the PSA board of directors. As this vacancy occurred during the school year, a designate is appointed by the board to fill this position until the end of the school year.

Jacqui Roye nominated, seconded by Amelia - Chantal Mazza to replace Sonia Arrigo.

Voted: unanimous (through email correspondence)

Item for discussion at next open meeting – should parents be allowed to bring electronics or personal technology on Ped Days.

15. Adjournment

Meeting closed at 10:15pm.