

#3 H.E.Bourgoin Middle School Council Meeting Agenda

Date and Time: Thursday, November 14th, 2024 at 6PM to 7:45PM
(Any items still left on agenda at 7:45 will be tabled to the next meeting)
Location: HEB School Learning Commons

Google Meet joining info

Video call link: <https://meet.google.com/ycc-xgud-tny>

Attendees:

Online:

Call to order / Sign-in:

1. Review and Approval of the Agenda:
2. Review of Meetings Norms from below / Meeting Structure for new attendees
3. Approval of the Minutes from October Meeting:
4. School Trustee Report -
5. Principal's Report and Advising Opportunities:
 - a. School Feedback Process Information and connection to School Plan
 - b. Parent Teacher Interviews November 28th - Any ideas for parent engagement?

Upcoming dates of interest:

- i. November 8th - Remembrance Day Ceremony 9am - 10am
 - ii. November 25 - 28 - Book Fair
 - iii. November 28th Parent Teacher Interview Night
 - iv. December 17th, Tuesday, - Christmas Concert Evening (Duclos is 18th and 19th)
6. Old Business:
- Bus Driver Appreciation, Staff Appreciation, Wish List need feedback from foundation, awaiting response
 - Mathletics - Mathletics is \$1902.60 - is asking for Foundation to pay for half
 - Kinosoo bussing quote was wrong and is actually only \$2500, will be requesting for Foundation to help with that again
 - Purdy's Fundraiser update
 - Outdoor Spaces Committee Nov 21 meeting at 6pm (date moved)
 - Halloween Dance - debrief
 - Entertainment System - Wes
 - ASCA Workshops
7. New Business:
- Joint School Council Meeting Feedback
 - Communication - Creating a Facebook Group for HEB School Council? A chat group on

messenger? Purpose would be communication of school council meetings outside of meetings. Communication between School Council members. Duclos currently does this.

8. Report from Duclos - H.E. Bourgoin Support Group Fundraising Foundation (30 min)

9. Call for Future Agenda Items:

10. Next Meeting:

11. Meeting Adjournment:

H. E. Bourgoin Parent School Council/Foundation Meeting Norms 2024-2025	
Time/Promptness	<ul style="list-style-type: none"> ● If time does not permit full discussion of an item, a motion may be made to table the item for discussion at another meeting. ● Agenda must be provided by the Chairperson seven days prior to the meeting date. ● <i>Agenda items must be submitted to the Chairperson no later than two weeks prior to the Council meeting.</i> ● <i>Meetings will begin promptly at 6:00 pm and will not go past 8:00 pm.</i>
Communication	<ul style="list-style-type: none"> ● The Chairperson must keep the discussion flowing in a collaborative fashion. ● Each item is entitled to full and free debate by individual members- one at a time.
Assignments	<ul style="list-style-type: none"> ● <i>Action items to be listed and reviewed at the end of each meeting and again reviewed at the beginning of the following Council meeting</i>
Confidentiality	<ul style="list-style-type: none"> ● If an attendee begins to talk about his/her child, another student &/or a staff member, it will be deemed personal in nature. The chair/school administration will ask the attendee to refrain from talking about personal matters and suggest a personal meeting with administration &/or appropriate staff members.
Expectations	<ul style="list-style-type: none"> ● Every member has equal rights. ● Only one subject may be discussed at a time. ● The chairperson is responsible for moving meetings along and ensuring no one person monopolizes the floor.