

**NEW LIVERPOOL ELEMENTARY GOVERNING BOARD MEETING MINUTES
HELD ON JANUARY 15TH, 2025, AT 6:30 PM
IN PERSON MEETING**

Present:	Regrets:
Catherine O'Gallagher (Principal) Nicolas Thibault (Parent) Cindy Fex (Parent) Marc André Smith (Parent) Julie Fraser (Psychoeducator) Kristen Eedy (Teacher) Mélinna Duval (Community representative)	Ramona Crane (Teacher) Marie-Ève Bibeau (Daycare)
	Guests:

1. Opening of the assembly and verification of quorum

Quorum achieved. The meeting is opened at 6:31pm.

2. Reading and approval of the agenda for January 15th, 2025, meeting

RESOLUTION 2025-01-01: The January 15th meeting agenda is approved unanimously.

3. Approval of November 13th meeting minutes

RESOLUTION 2025-01-02: The November 13th meeting minutes are approved unanimously.

4. Question period

The chairman mentions that the CQSB staff results of the Ourschool survey were sent out to parents. He asks if this survey was usually shared with parents in the past years and if the results for the NLES staff are good.

The principal mention's that the communication was initially made to inform parents of the upcoming Ourschool survey for students and that the results for staff were joined by mistake. A new communication will be sent out to parents with the right information. That said, the principal mention's that the survey results for staff from NLES were good.

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5. Word from the chair

Resignation of a parent member

The chairman mentions that a parent member has sent out a resignation letter from the NLES governing board to the members of the PPO. A letter from the principal was sent out to the members of the PPO following this resignation letter.

Sarah Roy, who was elected as a parent member substitute at the general assembly, will be taking the place left vacant. The principal will reach out to her and transmit her e-mail to the chairman. She will be invited to participate as of the next meeting.

6. Word from the principal and follow ups from last meeting

CISSCA Survey

The approval of the governing board is needed for the transmission of a survey to parents concerning services given by the CISSCA (Centre intégré de services de santé de Chaudières-Appalaches). The survey is presented to the board members.

RESOLUTION 2025-01-03: The GB authorises that the presented survey concerning the services of the CISSCA be sent out to NLES parents.

It is asked if MCDC has some information concerning the demographics of the southshore English community. It is mentioned that there are about 2000 people belonging to the English community in Chaudières-Appalaches and that about half are from Lévis. More information will be sent out to board members on the demographics.

Publication of the GB minutes

The principal mentions that the September meeting minutes are now online.

7. Catering services

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The principal presents the results of her search for catering services for the school. Two propositions are presented to the board members.

The first one is a catering service from Beauce called “Bergeron”. Marc-André Smith mentions that he has had previous experience as a principal with this provider and that he was satisfied with the services.

The GB recommends that items sold via the caterer be healthy to avoid selling gum or sweets. There is also some logistics that need to be worked out, like the amount of garbage and the timing of the delivery.

The other proposition is “La Cantine pour tous” which offers meals based on parents' ability to pay. However, it is brought up by Melissa Duval that this caterer is full for this year. Consequently, the principal will look into the logistics for the “Bergeron” caterer and follow up at the next governing board.

8. GB Parent survey

The chair proposes to the board members that a survey be constructed and sent out to parents in order to have their ideas and level of appreciation on various school topics. The following topics were submitted during the discussion:

- Questions from the PPO (follow up to be made with Analia Boily)
- Level of satisfaction with communications
- Level of satisfaction with school pictures
- Fundraising priorities and project ideas
- School projects

A draft version of the survey will be put up on the TEAMS website so members of the GB can write their question proposals.

Concerning fundraising, Cindy Fex proposes to see how we could obtain funds to buy bleachers for the gym.

9. Follow-up from committees

Marc-André Smith has attended the first parent committee meeting. No decisions were taken on that meeting. He mentions that he will be absent on the May 7th meeting. There is also more information to come concerning the criteria for the financing of certain school projects.



COMMISSION SCOLAIRE CENTRAL QUÉBEC
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No transportation committee was held.

There was a special needs committee.

10. Sharing on life at school

The staff shares with the GB on the following subjects:

- Christmas activities held before the holidays;
- Playing hockey in the schoolyard
- Preparation for pentathlon des neiges
- Sharing on acts of kindness
- Reading day projects and development of a reading culture in the school
- Starbooks café activity to come

11. Varia

No varia

12. Adjournment

RESOLUTION 2025-01-05: Meeting is adjourned by unanimous decision at 7:45.

Chairman

Principal