



LESTER B. PEARSON
Gordon Robertson Beauty Academy

**Gordon Robertson Beauty Academy
Governing Board
Minutes of Meeting
Wednesday, June 13, 2018**

Present: Ruth Allardyce, Claudine Turnbull, Eric Bender, Denise Hosni, Jacqueline Lemire, Meagan Peladeau Vanya De Andrade, Dimitra Galanomatis, Rita Antonecchia, Cynthia Doucet
Invited Guest: Kateryna Goldvasser
Regrets: None

Welcoming: Kateryna Goldvasser from the Esthetics program and Debra Greenblatt from the Hairdressing program will be joining the Governing Board for the 2018-2019 school year as the new student representatives. Kateryna was present to observe the meeting, however, Debra was not available.

1. Approval of the Agenda:

Moved by: Rita Antonecchia

2. Approval of the minutes of Wednesday, February 21, 2018:

Moved by: Dimitra Galanomatis

3. Business arising from the minutes:

- a. **GB Composition:** The new Governing Board resolution was accepted as requested.
- b. **Emergency Preparedness Plan:** The EPP Binder was made available to the Governing Board and included all the updates.

4. Reports:

a. Commissioner:

- Please see the attached Commissioner's Report.

b. Director:

Acknowledgements:

- Please see attached.

Budgetary measure 15197: « Accroche-toi à la formation professionnelle »

- \$238 831 for Vocational Education Department. The Vocational Sector administrators decided that GRBA would be allocated one full-time 100% Pedagogical consultant for the first year of this measure (2018-2019). This will be re-evaluated next year and discussions will be had as to how to continue dividing the allocation. Decisions will be based on how the funds will best benefit the sector as a whole.

Emergency Preparedness:

- Two fire-drills were had:
 - May 2nd @ 11:45am: 1 minute 52 seconds to evacuate
 - May 7th @ 2pm: 2 minutes 37 seconds to evacuate
- Next year there will be an Emergency Preparedness Committee – to review Evacuation and lock down procedures

Construction:

- Construction began on Monday 4 June to build the two laser rooms for the new Hair Removal program. Students will not have access to the cafeteria for a few weeks until construction has been completed. Classrooms have been designated as lunchroom areas (#119, #233, & #234).
- BHS cafeteria service and access to the BHS cafeteria ended June 8th.

Centre improvements:

- SMARTBoard was added to the waxing room (#232)

- A request has been sent to have the windows washed (inside & out) and the lines repainted in the parking lot. This should be done before the end of June.
- All the new washing machines that had drawers for the soap have been replaced by ones with a top compartment. This should solve the leaking problem.
- 8 new hydraulic pedicure chairs have been ordered and will be received before the end of the month. These will replace the Hairdressing chairs that we are presently using. The Hairdressing chairs will either replace any broken chairs in the salons and/or be moved to room #235
- Laser Machine purchase: Clarion Medical Technologies (Lightsheer Desire HS ET System) for \$66 110 (tax-in).
 - The purchase was passed at the Council of Commissioners on Monday 28 May, 2018.
 - Delivery will be before the end of June.
 - 30 hours of training is included.
 - \$18 895 will be paid by the MEES, the remaining \$47 215 will be covered by the Centre budget. (The entire measure to support the new Hair Removal program was for \$70 633 for the purchase of an IPL and Laser machine and accessories. An IPL machine was purchased for \$51 738, the remaining amount will go towards defraying the cost of the laser machine and equipment.)

Professional Development:

- First Aid Course: June 26-27 @ St Patrick's Elementary school in Pincourt. Martine, Meagan, Claudine and Johanne will attend
- April 18th PED Day at Laurier Mac (CEN)
 - All teachers attended
 - Hair dressing workshop: Hergen's Micro Camera
 - Esthetics/Hair Removal workshop: Evaluating Competencies
- APESQ Conference, held in QC City on May 29-30: Two teachers attended both days, two teachers attended Sunday only.
- Sharing Expertise: Tina, Helena, Pam & Sadia will be presenting what they learned at the APESQ Conference, held in QC City on May 29-30, at upcoming Esthetics Department meetings.
- IPL 3rd training will be on June 22nd @ 1pm

Events:

- Elementary School Career Fairs: This year GRBA will have participated in seven Elementary School Career Fairs.
- Open House, April 18, 2018: 31 visitors. Six people registered (4 in Hairdressing, 2 in Esthetics). Student volunteers all received a thank you letter.
- Denim Day: Gordon Robertson Beauty Academy raised \$545.40 for The Cure Foundation in support of breast cancer research. This was accomplished through participating in National Denim Day (May 15th) combined with money raised from the Open House raffles of the gift basket and robe/slipper set.
Winners of the raffle were drawn by Annie (receptionist) on May 15th
Gift Basket: Sylvie Lavigne
Robe/slipper set: Odette F
- Family Fun Run: May 1st – GRBA had an 11 member team of staff and family. It was a great team-building activity that we would like to do again next year, and perhaps add a picnic/BBQ afterwards.
- Fashion Show: “Beauty Redefined... a student showcase of hair and makeup inspired by movies”, was held on 5 June in the afternoon for the students and in the evening for the general public.
Over \$2000 was raised for The West Island Women's Shelter.

Community Outreach/Making Connections

- GRBA was invited to the West Island Women's Centre AGM & lunch to be held on 14 June. Tina Mercuri and Denise Hosni will attend to represent GRBA.

Donation:

- GRBA donated two stationary bicycles to BHS. We currently have 4 and none are being used. We will relocate two of them hoping to have students make use of them.

c. Students:

- None

d. Staff:

- It has been a good year with the addition of many new teachers. Everyone is looking forward to next year.

5. Centre Fees:

There has been no news on the changing of school fees from the ministry yet. The director mentioned that she is comfortable with the Esthetic and Hairdressing fees, however the Hair Removal fees will be evaluated. The current school fees (Hairdressing, Esthetics, and Hair Removal) were voted on and approved unanimously.

6. Budget:

The Director presented the March Actuals budget. On a motion by Jacqueline Lemire, seconded by Dimitra Galanomatis, it was unanimously agreed that the budget be adopted as presented.

7. Consultations:

- a. LBPSB Vision and Value Statement: There were no specific comments on this consultation. Rita mentioned that she liked the integrity and that it was built with a good foundation. Ruth stated that excellence has always been a strong belief.
- b. LBPSB Commitment to Success Plan: This consultation was just for information as it was too late to make any comments.
- c. Three-year Plan of Allocation and Destination of Immovable 2018-2021: This consultation was just for information as it was too late to make any comments.

8. Other Business:

- a. Request: Stage students from Place Cartier Endeavour program: The request was presented and approved.
- b. 2018-2019 GB Meeting Dates: The proposed meeting dates are as followed:
 - September 19, 2018
 - November 7, 2018
 - December 12, 2018
 - February 20, 2019
 - April 24, 2019
 - June 12, 2019

9. Adjournment:

Moved by Rita Antonecchia

It was announced at the end of the meeting that Ruth Allardyce will be stepping down as chairperson, as she had completed her 2 years of service. Rita Antonecchia will also not be returning next year. The Governing Board would like to thank them for their time and dedication.

Next meeting: June 13, 2018

Ruth Allardyce, Chairperson

Claudine Turnbull, Director