



LESTER B. PEARSON
Gordon Robertson Beauty Academy

**Gordon Robertson Beauty Academy
Governing Board
Minutes of Meeting
Tuesday, September 17, 2019**

Present: Claudine Turnbull, Carole St-Pierre, Cynthia Doucet, Alicia Guaiani, Fatima Zayat, Samar Abboud, Pam Bachner, Karina Geoffroy, Vanya De Andrade, Meagan Peladeau, Marilyn MacLean, Eric Bender.

Regrets: Manon St-Onge.

1. Call to Order:

The meeting was called to order by Marilyn MacLean at 3:48.

2. Introduction of new Governing Board Members.

3. Election of Secretary:

Meagan Peladeau was nominated by Vanya De Andrade, seconded by Cynthia Doucet and accepted the position of Secretary.

4. Approval of the Agenda:

Moved by: Vanya De Andrade.

5. Approval of the minutes of 12 June 2019

Moved by: Cynthia Doucet.

6. Business arising from the minutes:

A) Governing Board Annual Report

The Annual Report was emailed to all member on June 26, 2019. A hard copy was presented at the meeting.

B) Dates and times of meetings

The following dates and times of the meetings were reviewed and agreed upon:

September 17, 2019
November 19, 2019
December 17, 2019
February 25, 2020
April 15, 2020
June 16, 2020

7. New Business:

A) Construction: Back Parking Lot and Side Door Ramp

The construction is almost complete. GRBA staff will be parking in the back parking lot (18 spots added), liberating spots for clients in the front. The landscaping is complete. The stairs, stop sign, and crosswalk have been added. We are waiting for the cement wall as well as the ramp to be completed. A temporary ramp has been installed in the meantime.

B) Information Sessions – Open House

Many of the Continuing Education centres opted out of Open Houses this year as they believe Open House is every day. GRBA decided to hold a fall Open House on November 20 from 2 p.m. - 8 p.m. and to have information sessions scheduled

throughout the year. The information sessions are currently being organized and will eventually become mandatory for all students wishing to register.

C) Yoga for Staff and Students

As part of our wellness initiative, staff and students will be given an opportunity to participate in 10 free Yoga classes beginning September 26 from 3:45 – 5:15.

D) Pop Ed Courses

In response to many requests, there will be a Basic Makeup and a Basic Manicure class beginning October 8. They will both run on Tuesday evenings. There is a plan to run them again in January, as well as adding an advanced course. The courses are being publicised internally at GRBA as well as the other Centres and BHS and also shared on social media. Both courses were approved unanimously.

E) Rental Request

A request from a Yoga teacher to rent space in the building was presented. The Governing Board approved the request unanimously.

8. Reports:

A. Students

Alicia reported that the Hairdressing students appreciated all the activities planned before the summer break. She mentioned that she had never felt so welcomed. She spoke about how the students really appreciate the different charity events that GRBA does, such as the Fashion Show, and would encourage the teachers to organize more class activities between groups. Their suggestions for the student success days are to focus on barbering, updos, and demos. It was explained that there are no student success days this year, however they are good suggestions for popular education courses. There was a mention about the older trolleys in the salons, to which the Director responded are in the process of being changed.

Fatima reported that the Esthetics student's appreciated the new towels for the required competencies. In regards to the construction, they find the stairs that were added to the side very helpful and the parking situation has improved a lot. The students did mention that break times were more difficult with the bathrooms since the one downstairs has been closed. The Director responded that the downstairs washroom has in fact been closed due to continual problems with brown paper being flushed and blocking the pipes, however, 2 staff washrooms have been opened up for students use and she is looking into replacing the brown paper with hand dryers to avoid the situation in the future. There was also a request that an ash tray be installed on the side for cigarette butts to be disposed of, and healthy bars be added to the vending machine.

B. Industry

No report.

C. Staff

Hairdressing is going well. The new August group started with 18 students. They are doing a lot of theory right now. The teachers are mixing it up to keep motivation and student interest high. The August 2018 group started their stage.

The Esthetics groups have been on a few field trips, see the attached field trip report.

La Biosthetique is offering a promotion to Gordon Robertson Beauty Academy from October 1- December 20. Every student that sells La Biosthetique products will be entered in a draw for a chance to win a \$700 Tiffany choker. If the students sell 2 products they are entered for 1 chance to win and those who sell 3 will get 2 chances.

D. Commissioner

Please see the attached Commissioner's Report.

E. Director

Please see the attached Director's Report.

9. Educational Project:

The initiatives that have been put into place this year to support the Educational Project are:

- The Teacher Mentor program- to help improve student retention.
- ICT Projects-Digital assessment for learning, POV videos.
- Corn Roast and Yoga-to improve wellness.

10. Consultations

None.

11. Field Trip

The list of daytime field trips were presented.

The trip to New York City for the International Beauty Show (March 7-10, 2019) was presented to the Governing Board. On a motion by Karina Geoffroy, seconded by Samar Abboud, the New York trip was approved unanimously.

12. Events

A. Graduation

The graduation ceremony will take place on November 6. Invitations will be sent out shortly. The Governing Board members are all invited to a small cocktail beginning at 5:30.

B. Open House

Open house will take place on November 20 from 2 – 8 p.m.

13. Other Business

None.

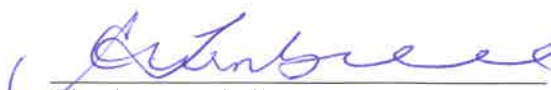
14. Adjournment

Moved by: Samar Abboud.

Time: 4:54.

Next Meeting: November 19, 2019


Marilyn MacLean, Chairperson


Claudine Turnbull, Director

