



Gordon Robertson Beauty Academy Governing Board

Minutes of Meeting (On-line with Zoom) Wednesday, 16 June 2021, 3:45 p.m.

Present: Marilyn MacLean, Claudine Turnbull, Linda Berardinucci, Samar Abboud, Lucie Mercier, Cynthia Doucet, Karina Geoffroy, Stephanie Portelance, Reanna Javier, Vanya De Andrade, Mike Besner arrived at 4:22.

Regrets: Manon St-Onge, Pamela Bachner, Carole St-Pierre

1. Call to Order

The meeting was called to order by Marilyn MacLean at 3:49

2. Approval of the agenda

Approved and moved by Vanya De Andrade, seconded by Linda Berardinucci.

3. Approval of the minutes of 21 April 2021

Approved by Samar Abboud seconded by Cynthia Doucet

4. Business arising from the minutes

a) IAC project - Connected by Curls

Vanya De Andrade described the project. The virtual discussion and share session will be held on June 17 from 6-8pm.

b) Green Circle PPE Recycling Program

PPE boxes have been received and are now being used throughout the centre.

Claudine shared the 2020 Waste diversion certificate – GRBA diverted a total of 630lbs of waste in 2020. Student Reanna Javier shared she is seeing a difference among the other students, especially with the box placed at the door, there are less masks outside.

c) Barbering AEP

We are waiting for the program to be completed in French. It is difficult to move forward with this without the program being completed, however we will take time next year to form a committee and discuss possibilities for future implementation.

d) Governing Board Composition

Request to modify GRBA Governing Board composition was approved.

Total members now at 13. (2 parents; 5 staff including a non-teaching professional; 2 students; 2 community representatives; 2 industry representatives.)

5. New Business

a) 2021-2022 Proposed Budget

Usually we would present the 2021-2022 proposed budget in June however the ministry has not finalized so the Board has not received the parameters consequently we have received our budget. Therefore, we will present the 2020-2021 Year-end budget, and 2021-2022 proposed budget, at the same time in November.

b) GRBA CO2 Report

Claudine presented the CO2 report.

Gordon Robertson levels were all below 1000 ppm, which means no further action is required.

c) **Return to Classes August 2021**

Claudine presented the Ministries Orientations for back-to-school 2021.

There will be a staff meeting on July 2 to address teachers' concerns and ensure that all is put into place to reduce anxiety levels of staff, students, and clients to ensure a smooth return in August.

6. Consultations

a) **Day/Time/Place of Regular meetings of the Executive committee**

Consultation was presented.

No comments were provided.

b) **Day/Time/Place of Regular meetings of the Council of Commissioners**

Consultation was presented.

No comments were provided.

c) **Three-Year Plan of Allocation and Destination of Immovables 2021-2024**

There has been no change to the 3-year plan of Allocation and Destination of Immovables for 2021-2024. It was presented as a point of information as comments were being accepted until June 11.

7. Reports

a) **Students**

Reanna (Esthetics): The students were very excited to have a nail expert at the centre to do a workshop on resin nails. Reanna is also mentioning that some students are concerned about the dress code and claim the rules are not consistent from teacher to teacher. A memo was sent to the students beginning of May and a reminder will be sent out. Reanna is also mentioning that students are worried they will have to continue to wear the yellow gown (PPE) throughout the summer, as it is getting warmer.

Stephanie (Hairdressing): Same concerns that Reanna brought up. Her classmates are very excited about the Curly Hair discussion "Connected By Curls" that is being organized by Vanya and Denise. They all agreed that it is a great idea.

b) **Industry**

No report.

c) **Community**

Linda shared her feeling of joy to see people slowly returning to businesses and things going back to normal, you can see and feel it when you go in stores or at the market.

d) **Staff**

Samar shared the hard work of the Handbook committee. A New-Teacher Handbook was created in the form of a website. The committee will be receiving feedback before officially launching. Samar presented the website to GB members. There were some positive comments.

- e) Commissioner
See attached report. Annex A
- f) Director
See attached report. Annex B
- g) Governing Board Annual Report
See attached report. Annex C

8. Educational Project

Educational Project committee has met regularly throughout the year. The final meeting of the year will be held on June 17. The main activity of the committee was to create and finalize a survey for students which will be implemented next year in order to establish baseline data. Data collection will help to influence decisions in terms of activities put into place to encourage students' well-being and increase retention and overall student success.

The committee also ensured that proposed activities were in line with the Centre's objectives in order to move toward our targets.

9. Field Trips

None.

10. Other Business

a) GB Meeting Dates: 2021-2022

The following are the planned GB Meeting dates for next year:

- 1) Sept 22
- 2) Nov 17
- 3) Dec 15
- 4) Feb 16
- 5) April 13
- 6) June 15

Either on Zoom or in-person, depending on the situation at the time.

11. Adjournment

Adjourned by Karina Geoffroy, seconded by Samar at 4:53



Marylin MacLean, Chairperson



Claudine Turnbull, Centre Director



Commissioner's Report – May 31, 2021 Ward 9

Chairman Burke opened the meeting with an acknowledgement of the murder of 215 indigenous children at a residential school in B.C.

We had the first presentation of year where Mount Pleasant presented their gardens they have developing over the year. It was fantastic to see this presentation, and the hard work of the teachers and staff with the students. It definitely opens the door to allow for this kind of presentation in the future – via a video, when being physically present at a commissioner meeting is difficult.

Chairman Report: Mr Burke mentioned that negotiations with some of the unions, but not all, are progressing well enough that for the moment several of the unions have suspended their strike action. This is not true of all unions, and there is still the possibility that there could be further strike action in the month of June.

Mr Burke also congratulated all the staff throughout the school board for their incredible effort as we continue to negotiate a path through the pandemic. There was recognition that there has been a drastic reduction in cases, and an increase in vaccination, and the potential for a return to almost normal for the fall.

The task force report on equity and inclusion will be presented and council will be looking for feedback of the [draft report](#). The full report should be available for the June council meeting, with follow up recommendations to be implemented from the report.

Director General Report: Flags at schools and centres are flying at half mast in recognition of the tragedy at the residential school in B.C.

May 10-14 was Daycare week at the school board. Dr Finn extended her thanks for the dedication of the daycare and lunch staff for their excellent care of all the children in the programs over the past 14 months.

The annual Fun Run held by the Pearson Education Foundation was held in May and \$8400 was raised for PEF. These funds will be used to support different programs and initiatives through PEF. You can visit their website at <http://pef.lbpsb.qc.ca/>.

Also part of the Central Student Committee report, the DG congratulated our student commissioners Sophia and Finn for their efforts in what was a fantastic Student Leadership Conference.

Dr Finn also took a moment to congratulate Kingsdale Academy grade three teacher Lia Ciarello after her class was recognized for winning a national environmental award. Watch some of the amazing work as seen on Global [here](#).

A review of the decisions taken at the meeting are included in the document previously released by the Communication department of the school board and is included in this report.



Commissioner's Report – May 31, 2021 Ward 9

The next meeting is scheduled for Monday, June 28th at 7:30pm via Zoom. You are welcome to join us using the link to be posted on the LBPSB homepage a few days before.

Video-recording can be viewed via a link on the LBPSB homepage: <https://boardsite.lbpsb.qc.ca/>. A copy of all the reports that were submitted to council are available [here](#).

Respectfully submitted,
Mike Besner



Lester B. Pearson School Board
Commission scolaire Lester-B.-Pearson
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June 1st 2021

To ensure members of the Lester B. Pearson School Board community remain up to date regarding what transpires at regular Council of Commissioners meetings, the Department of Communications and Community Development sends out summaries of the different decisions that are taken following each meeting.

Please find some of the highlights below that were taken during the May 31st regular meeting. Different Committee reports that were presented as well as the minutes will be available at the following link by the end of the week: <http://www.lbpsb.qc.ca/eng/council/CommitteeReports.asp>.

- 1) The Council of Commissioners approved a resolution to name a building located at 120 Avenue Ambassador in Pointe-Claire the Place Cartier Adult and Career Centre effective July 1 2021 while the name Place Cartier Adult Centre remains on its deed of establishment and the address of said Centre be modified to indicate 120 Avenue Ambassador in Pointe Claire effective July 1 2021.
- 2) The Council of Commissioners adopted the final draft of the Policy Concerning Tobacco, Drugs and Alcohol of the Lester B. Pearson School Board. The adoption of the policy follows a recommendation made by the Human Resources Committee on May 25th 2021.
- 3) The Council of Commissioners approved a decision whereby Bylaw#4 to confer Authority in respect to the Act respecting the Protection of Non-Smokers be rescinded effective May 31 2021 and that all stakeholders be reminded to respect the Tobacco Control Act on all premises and in buildings of the Lester B. Pearson School Board to ensure the protection against the harmful effects of tobacco, including electronic cigarettes, on everyone's health.
- 4) The Council of Commissioners adopted the Youth Sector School Calendar for the 2022-2023 school year following a recommendation by the Human Resources Committee and the Programs and Services Committee.
- 5) The Council of Commissioners adopted the Continuing Education Calendar for the 2022-2023 school year following a recommendation by the Programs and Services Committee.
- 6) The Council of Commissioners approved a resolution to award a contract for Westwood High School Senior renovations to 9367-8522 Quebec Inc. doing business as Le Groupe Provil in accordance with tender documents for the amount of \$1,620,000,00 (before taxes). The work primarily involves bathroom renovations, crawl space rehabilitation and roof replacement. The contract was awarded following a recommendation by the Facilities and Security Committee.

- 7) The Council of Commissioners approved a resolution to award a contract for paving work at Pierrefonds Community High School to the lowest compliant bidder, Ali Excavation Inc., for the amount of \$1,277,684.00. The contract was awarded following a recommendation by the Facilities and Security Committee.
- 8) The Council of Commissioners approved the Lester B. Pearson School Board's participation in the Comité de gestion de la taxe scolaire de l'île de Montreal Group Purchasing Plan for the 2022-2023 school year for CGTISM tenders 2022-2023, contracts of December 1 2022 to November 30 2023 and for the contracts of March 1 2022 to February 28 2023.
- 9) The Council of Commissioners approved a resolution where the board-level administrative structure of the Lester B. Pearson School Board represented in the organigram dated May 31 2021 be adopted effective June 1, 2021.
- 10) The Council of Commissioners approved that Resolution 2021-03-#01 on the Use of the N-word, adopted by the Council of Commissioners of the Lester B. Pearson on March 22, 2021, be distributed to the municipalities and boroughs on its territory.
- 11) The Council of Commissioners adopted a resolution acknowledging Jennifer DiMarco's exceptional contribution to the Special Needs Advisory Committee as well as to the Lester B. Pearson School Board community.
- 12) The Council of Commissioners approved several administrative appointments including:
 - Jeff Wood, Assistant Director, Capital Projects and Asset Management Department;
 - Joanne Malowany, Assistant Director, Communications and Community Development Department;
 - Michael Papoulias, Assistant Director, Innovation and Technology Department;
 - Jennifer Neill, Coordinator, Human Resources Department;
 - Stephanie Foisy, Coordinator, Financial Services Department.

The appointments are effective as of June 1, 2021.

- 13) The Council of Commissioners approved the following administrative assignment changes in the schools and centres of the Lester B. Pearson School Board described in the chart below entitled Administrative Staffing Assignments 2021-2022 (Schools and Centers). These assignments take effect on July 1, 2021.

Administrative Staffing Changes – 2021-2022 (Schools and Centres)

WHEREAS administrative staffing changes are required for the 2021-2022 school year:

WHEREFORE BE IT RESOLVED:

THAT the administrative assignment changes in the schools and centres of the Lester B. Pearson School Board described in the chart below entitled Administrative Staffing Assignments 2021-2022 (Schools and Centers) take effect on July 1, 2021.

ADMINISTRATIVE STAFFING ASSIGNMENTS 2021-2022 (SCHOOLS/CENTRES)

NAME		CURRENTLY		2021-2022		
LAST	FIRST	POSITION	SCHOOL/ CENTRE	POSITION	SCHOOL/ CENTRE	STATUS Effective July 1
ELEMENTARY & HIGH SCHOOLS						
Byrne	Kathryn	Vice Principal	Westpark	Vice Principal	St. Thomas HS	Permanent
Daoust	Dominique	Principal	St. Patrick	Principal	Dorset	Permanent
Francis	Joanne	Assistant Centre Director	PACC Vocational	Vice Principal	LaSalle Community Comprehensive HS	Permanent
Geller	Adrian	Centre Director	SACC	Principal	Children's World Academy	Permanent
Maurice	Natalie	Principal	Dorset	Principal	Beacon Hill	Permanent
McKergow	Lori	Vice Principal	Lindsay Place HS	Vice Principal	Westwood Sr. HS	Permanent
Payette	Kerry-Ann	Principal	Lindsay Place HS	Principal	St. Patrick	Permanent
Poirier	France	Vice Principal	LaSalle Community Comprehensive HS	Vice Principal	Westpark	Permanent
Stewart	Michael	Vice Principal	Westwood Sr. HS	Vice Principal	John Rennie HS	Permanent
CONTINUING EDUCATION						
Czereyski	Andrew	Administrative Assistant	International Department	Assistant Centre Director	WICC	Probationary



**Governing Board – 16 June 2021
Director's Report**

As the year is coming to an end, we look back at all that we were able to accomplish within the limits of the pandemic. Committees met regularly and accomplished a lot. Namely: the PCC team helped to maintain a positive climate which encouraged students to remain engaged; the Social committee, though more quiet than usual, organized a few fun activities for staff; the Teacher's Handbook committee has been working hard to put together a comprehensive resource for new teachers that will undoubtedly be valuable to everyone; the Educational Project committee met regularly to ensure that we are moving in the right direction; Career Fair committee organized an awesome booth for the Virtual Career Fair which was highly successful – an experience to be repeated and improved upon in the future; and the ALW committee planned activities that were greatly appreciated by all throughout the week of April 12.

Though the groups were smaller and the Centre quieter, within the COVID-19 context, we were able to lead many students to successful completion of their program. Two Esthetics groups (with a third group on the verge of completion – completing stage in August 2021), two Hairdressing groups and two Hair Removal groups graduated. With all of the health and safety measures being strictly enforced, we had minimal positive cases of COVID-19, never having to close a group.

We are very much looking forward to the new school year, when we can return to a regular schedule, which will include extracurricular activities adding to the already vibrant energy within the Centre.

Events/Activities:

- Drive-by Graduation on June 15th – 11 groups were celebrated (4 Esthetics; 4 Hairdressing; 3 Hair Removal) over 65 students attended. Rain did not deter us. It was a wonderfully successful event appreciated by all.
- May 11th National Denim Day fundraising campaign – GRBA raised \$315.65 for the Cure Foundation.

Upcoming activities include:

- Intercultural Project "Connected by Curis" virtual event being planned by Denise and Vanya for June 17th from 6 to 8pm.
- Celebrating Pride Day on June 28th – all students and staff will receive a rainbow pencil and pin.

Centre Improvements

- 4 new hydraulic Esthetics beds were purchased. (3 in the waxing room and 1 in room 218A for clients with reduced mobility)
- 3 new LED facial machines were purchased for enrichment in the Esthetics' program
- Lighting was changed in all salons with new lights added over the sinks and a few stations
- Removal of rust and repainting of the bases of 30 salon chairs.
- Maintenance on Laser machine was done on June 3.

Programs:

- 12 students from the August Hairdressing group (HD190822) successfully completed the program on April 21, with a special “red carpet” awards’ ceremony organized by Vanya, honouring the resilience and positivity of the students in this special group.
- June 1 was the orientation for the new Hairdressing group HD210601 - 19 students began the program on June 2, 2021
- 7 students successfully completed the Hair Removal program on June 3, 2021.
- 11 students began the Hair Removal program on June 3, scheduled to complete the program in November 2021.

Planned Groups for 2021-2022

Esthetics 4 Groups	Hair Removal 2 Groups	Hairdressing 3 Groups
August 3, 2021	November 1, 2021	September 7, 2021
October 12, 2021	March 15, 2022	March 7, 2022
January 31, 2022		May 16, 2022
April 7, 2022		

The *Skills for Life*, soft-skills program, will be piloted with the August Esthetics’ group and September Hairdressing group.

Professional Development

- Guidance Counsellor, Lana Karabachian, attended a workshop on April 23: Creating Safe and Inclusive Environments for Sexual and Gender Diversity.
- Esthetics’ Spa International (ESI) Virtual Convention was held May 1 to 4 – Tina, Helena, Sadia, and Pam participated.
- May 14 PED Day: Esthetics’ teachers trained on the new LED facial machines; some Hairdressing teachers attended a Wig workshop at Laurier Mac, while all other teachers worked with Samar on feedback and choosing the right ICT tools for assessment and feedback.
- May 25: Mekka cutting workshop organized by CEN – Martine, Vanya, and Denise attended.
- June 7, 8 Denise and Vanya followed an intensive Curly Hair workshop as part of the IAC (Intercultural Advisory Committee) project. Part 3 will be held on June 22.

Up-coming PD:

- Pam and Lucie will attend a 2-day First Aid course June 28-29 to become First Responders for GRBA.

I would like to conclude by thanking all of our Governing Board members for their time and participation in the meetings throughout the year. Thank you to GRBA staff members for your invaluable participation and reports. Thank you to Stephanie Portelance, Hairdressing student rep who will be finishing her program in September, so this will be her last Governing Board meeting. Also thanks to Reanna Javier who has represented her classmates well and we hope will continue her role as Esthetics rep for the first half of the 2021-2022 school year, until she completes her program in January 2022.

Thank you to our industry and community reps, Manon St-Onge, Carole St-Pierre, and Linda Berardinucci who take time from their busy schedules to attend our meetings, offering an important different perspective and valuable insights.

Thank you to commissioner, Mike Besner, for keeping us abreast of Council decisions and important LBPSB information.

Special thanks goes to our chairperson, Marilyn MacLean, who manages us well, keeping us on track, always with a smile and a laugh.

Wishing everyone a wonderful summer! Be well. Stay safe.

Respectfully submitted by:
Claudine Turnbull,
Centre Director

Gordon Robertson Beauty Academy
Governing Board Annual Report
2020-2021



LESTER B. PEARSON
Gordon Robertson Beauty Academy

The Gordon Robertson Beauty Academy, (GRBA), Governing Board met the following dates via Zoom.

Sept.22, 2020, Nov. 25, 2020, Dec. 16, 2020, Feb. 24, 2021, April 21, 2021 and June 16, 2021

As Director, Claudine Turnbull respected all aspects of the functions of the Governing Board, Michel Besner joined as Commissioner, Linda Berardinucci, joined as Community Representative, Student Representatives were Stephanie Portelance and Reanna Javier, Lucie Mercier participated as Secretary, and Marilyn MacLean continued as Chair.

The work of the Governing Board could be divided into 3 main categories:

1. Receiving reports from students, staff, Industry Representatives, Community Representative, Director, and Commissioner.
2. Undertaking tasks mandated by law: reviewing Centre Budget, Educational Project, Criteria for Centre Director, etc.
3. Responding to the LBPSB Consultations related to the mandate of the GRBA. A number of Consultations were presented as information, and we responded to the 2021-2022 Budget Consultation, by way of the questionnaire at the end of the document.

Receiving reports remains the most interesting work of the Governing Board. Both student and staff representatives' reports underlined their high level of satisfaction with the atmosphere, level of learning and teaching, as well as the exceptional leadership demonstrated by the Director. Industry and Community Representatives kept us well informed of new trends in their industries. The Commissioner's reports allowed us insight into the policies, and plans for the future of the Board.

The Director shared information about many important and effective initiatives at GRBA in the last year:

- Positive Climate Committee, and its activities, continue to foster a fun, caring and uplifting atmosphere at the Centre.
- Renovations, including construction of Multimedia room, equipment purchases and upgrades, new parking signs.
- ICT Project, led by Samar Abboud, is in Phase II
- Community support projects, included Sock Drive, Denim Day, Shave to Save.
- Teacher Mentor Program- teachers were assigned a group of students to follow and support with their short and long term goals.
- IAC Project-Connected by Curis Project, Green Circle PPE Program, and the possibility of offering Barbering AEP, provide exciting programs for the near future
- Development of "Skills for Life" program, focusing on soft skills was completed. Piloting is delayed to 2021-2022).

- **Frequent shifting paradigms to online/hybrid programs during COVID 19.**

COVID 19 has made this a challenging one in all schools and centres, but it has offered exceptional challenges at GRBA.

The programs here, require students to learn their practical skills mainly through close proximity and human touch. This has been close to impossible, yet, through the creativity, dedication, and resilience from each student, teacher, the Pedagogical Consultant support staff, and caretakers, avenues to success were created.

Claudine created an environment of trust, and encouragement to allow this to happen and worked tirelessly to ensure a safe, welcoming, and supportive place to learn.

Respectfully submitted,

Marilyn MacLean, Chair, GRBA Governing Board

