



LESTER B. PEARSON
Gordon Robertson Beauty Academy

Gordon Robertson Beauty Academy Governing Board

Thursday, October 20, 2022

In-person @ Gordon Robertson Beauty Academy, Room #120

MINUTES

In Attendance:

Marilyn MacLean, Claudine Turnbull, Samar Abboud, Linda Berardinucci, Pamela Bachner, Puneet Bhandal, Vanya De Andrade, Karina Geoffroy, Mike Besner, Manon St-Onge, Autumn Evans, Vicky Waye.

Regrets:

Martine Gaudreau, Carole St-Pierre

1. Welcome – Director

Claudine Turnbull welcomed everyone for the first Governing Board meeting of the year.

2. Introducing the new Governing Board members – Centre Director

It is Puneet's last meeting. Claudine Turnbull thanked her for actively participating and representing her peers. Quick round of table to introduce everyone for new members: Autumn Evans from the August Hairdressing group is joining us today as an observer and has agreed to take on the role of HD student representative. Vicky Waye from the August Esthetics group is the new Esthetics Student Representative.

3. Call to Order

Marilyn MacLean, the Chairperson, called the meeting to order at 3:52

4. Election of Secretary

Samar Abboud nominated Lucie Mercier.
Lucie Mercier accepted.
All in favour.

5. Adoption of the agenda

Karina Geoffroy moved to adopt.
Linda Berardinucci seconded.
All in favour.

6. Approval of the minutes of 22 June 2022 Governing Board meeting

Vanya De Andrade moved to approve.
Pamela Bachner seconded.
All in favour.

7. Business Arising from the Minutes

a) Projet Partenariat CPMT - Hairdressing

Cynthia Doucet, who was previously taking care of this project, is on a leave of absence for the 2022-2023 school year. Vanya De Andrade has agreed to take over the project. The entente requires it to be finalized by February 2023. This innovative project was funded by the Government and a grant was allocated to the Centre. With the funds, a camera was purchased to perform microscopic observation / pictures of scalp and hair, a very practical tool for Competency 3 – Examining the Scalp and Hair is the target. The idea of this grant was to improve the program. Martine is attending a workshop at the conference AQPSE in Lévis – This workshop will present a project using this camera. We look forward to hearing more about what she learned. There may be an overall delay in the project as we need to take the time to better understand where the project is at and what the next steps are.

b. Barbering AEP

We received a confirmation that we won't be able to offer the Barbering APE this year, as the Government funding is limited. We are confident that the funding will come through next year without any issue. It gives us the year to organize.

c. À la Carte Courses

Styling Hair is a 75-hour program (based on the Hairdressing program) We started with 15 students and since it began on September 26, 2 have left bringing the total of students to 13. The program takes place every Monday and Wednesday evenings. The feedback is positive. We are planning next cohort from March 13 to May 31.

Photoepilation is a 120-hour program, we have 9 students registered and since it began on October 3rd, 1 has left. This program takes place during the day on Monday and Tuesday from 8:30-3:30 and Wednesday from 8:30-11:30. There is a possibility of running a second cohort in the Winter with a start date of January 16 and an end date March 28.

8. New Business

a) Procedures: Governing Board Meetings 2022-2023

During COVID, special permission was granted to hold GB meetings virtually. Claudine is reminding the members that the first meeting of the year must be held in-person, as per the GB Rules of Internal Management. We can modify the procedures should we decide to hold the meetings virtually or hybrid. A discussion was had prior to moving on to the next point.

b) Governing Board Rules of Internal Management

Motion to adopt the modified Internal Rules by: Karina Geoffroy
Seconded by Samar Abboud.

All in favour, that the sentences below be added to the Rules of Internal Management to allow for the possibility of virtual or hybrid meetings if necessary:

On page 3 under "Schedule of meetings" add the following: "Meetings may be held virtually or hybrid (some members on-line and others in-person at the Centre) whenever deemed appropriate. The decision to hold a meeting on-line or hybrid, is made by the Chairperson."

The consensus however is that, as much as possible, Governing Board meetings be held in-person at the Centre.

c) 2023-2024 School Calendar:

Claudine presented the 2023-2024 Centre Calendar.
Samar motion to adopt the 2023-2024 GRBA Centre Calendar.
Pamela seconded.
All in favour.

d) Program Fees:

The 2022-2023 program fees were presented for each program.
Esthetics: between \$270 - \$315
Hair Removal: between \$80 - \$125
Hairdressing: between \$620 - \$750
Students will now be purchasing their uniform (tunic) directly from the distributor at a cost of between \$200 and \$215.

Manon St-Onge (Industry) is inquiring about a question / comment often asked by students visiting her store: The students would like to have a cape included in their kit. It is explained by Claudine Turnbull that according to ministry regulations, capes may not be charged to the students. Therefore, they are no longer part of the kit and are lent to students. However, should the students manifest a bigger interest, we could order some for the Centre and students could be given the possibility of purchasing one.
Karina Geoffroy enquired about the A La Carte course and the material needed.
Claudine answered that the teacher for Styling Hair and herself went through what was needed from the brushes kit for the class. Students pay \$85 for their kit.

Vanya De Andrade made a motion to approve the 2022-2023 program fees for Esthetics, Hair Removal and Hairdressing
Linda seconded.
All in favour.

e) ABAV Plan:

The ABAV committee is finalizing the ABAV plan to present to School Council on October 25.
The ABAV plan must be approved by Governing Board by January 2023.

f) Consultation: School/Centre Name and External Property Name Policy

GB is asked to send any comments in writing to consultations@lbpsb.qc.ca no later than November 15, 2022.

The policy was reviewed.

A discussion about Gordon Robertson Beauty Academy and the naming of internal properties followed.

Mike Besner explained that there is no process for naming a school's internal property (conference room, auditorium, gym). The members agreed to express concern regarding Mike's previous point by sending in the following question:

"Is there a process required to name School/Centre internal property outside of Governing Board?"

This will be submitted prior to November 15, 2022.

9. Reports

a) Students

Hairdressing - Puneet Bhandal:

- Thanked everyone for the year that she had with the Governing Board.
- Puneet mentioned that a lot of her classmates are looking forward to Barbering classes. They are also showing interest for hair extension classes.
- She commented on the field trip her classmates and herself attended earlier in the week, at La Bioesthetique, it was enjoyable and a great learning experience.
- The hairdressing students would love to have a class, near the end of their program, about trends, where they can put the theory into action and work around Competency 20 to express their creativity.

Pamela Bachner suggested that some students might be interested in enrichment classes with a distributor, she gave Manon St-Onge (Chalut) as an example. The GB members agreed that is a good idea.

Esthetics – Vicky Waye

- The Samosa's fundraiser was a great idea and was enjoyable for the students. This fundraising is part of the many to come for the New York trip.
- Vicky is saying her classmates are often cold and would like to have the option of a long sleeve shirt.
- The students are also showing interest for a vending machine. Claudine Turnbull answered the last point and explained that the Centre did have vending machines before covid but there was not a high volume of people using them.
- Lastly, the students are requesting water fountains exclusively to fill their reusable bottles.

b) Industry

Manon St-Onge

- As of January 1st, Schwarzkopf will not be distributed by Chalut anymore. The company has decided to be the manufacturer and the distributor and therefore Chalut will not be our sales representative for colors anymore. Chalut is having a meeting soon with other potential color manufacturers and will keep GRBA up to date. In the meantime, our go-to at Schwarzkopf will be Nico. Manon is reassuring the GB members that Chalut will still have the line in-store, should the students want to buy products.

c) Community

Linda Berardinucci

- A new optometrist has opened in the Beaufort Village, and it is nice to see new businesses opening.
- The well know Ice Cream Shop (Chelsey's) has sold.
- Businesses are doing well, and it is mostly positive, but the consequences of inflation are everywhere. It is a challenging time for new and old businesses.

d) CommissionerMike Besner

- Lester B. Pearson School Board is in a deficit budget. The Ministry has been informed.

The transportation costs, in the youth sector, remains the number one issue. It does not affect the Vocational & Adult sector.

e) StaffKarina Geoffroy – Esthetics Teacher

- Two Esthetics groups who will be graduating this June, have completed the program.
- Popular Education: A project is being worked on to offer evening classes focusing on lashes (extensions) and eyebrow techniques.
- At the beginning of the school year, it was brought to our attention that Mary Cohr will no longer be distributed in Canada.

Pamela Bachner – Esthetics Teacher

- The Esthetics teachers chose GM Collin as the new supplier to replace Mary Cohr. It is a great transition because many spas in the surrounding area are using this. It is amazing for the students as they will be able to learn and practice with products they will most likely use in the workforce after they complete the program.
- On September 19, all the Esthetics teachers had a hands-on training to become familiar with these products. They also had another hands-on training on October 5, this one was to learn how to use the new innovative machine that will be used in advanced facials: OxyGeneo treatments. On October 17, all Esthetics teachers and students went to Esthétique SPA International (ESI), a trade show at Le Palais des Congrès. The students were very happy and excited to attend.

Vanya De Andrade – Hairdressing Teacher

- A trip to New York is planned and scheduled for March 2023. A total of 57 students attended the info session. There is a lot of interest. The purpose of this trip is to attend the International Beauty Show (IBS) convention.
- The Positive Climate Committee (PCC) put together a Smile Day on October 7. Everyone was encouraged to wear red lipstick & take pictures at the photobooth. For Halloween, they are planning a costume contest. In November, the committee is looking into having a Pet Therapy session. Last year, it was a huge success.
- Hairdressing students, Vanya De Andrade and Denise Hosni went on a field trip at La Biosthetique: It was very beneficial.
- On October 25, the November 2021 Hairdressing group is going on stage.

Samar Abboud – Pedagogical Consultant

- The Coaching Cycles started with 3 teachers joining.
- Two teachers are working with Samar Abboud to produce audiovisual and annotated students' progress tracking tools.
- Samar Abboud and Karina Geoffroy discussed the new Ministry exam for Esthetics competency 17. Feedback / comments will be gathered and sent in.

f) Centre Director

- Claudine Turnbull thanked everyone for their reports.
See *Appendix A* for report.

10. Educational Project

The Educational Project committee will be meeting on November 2nd to review the Student Survey and plan for deployment sometime in November.

The results of this survey help to guide the decisions with respect to activities and distribution of resources.

11. Field Trips

Request was made that the Centre Director be given the authority to approve regular school day Field Trips and present them at the following Governing Board meeting.

All in favour.

Lucie Mercier presented the field trips.

12. Other Business

a) Dates and Times of Meetings

(These are the corrected dates, sent in an email after the meeting.)

Thursday October 20, 2022

Tuesday December 13, 2022

Tuesday January 31, 2022

Tuesday April 4, 2022

Tuesday May 9, 2022

Tuesday June 27, 2022

b) COVID-19 Safety Measures modified

Claudine presented the COVID-19 safety measures that were modified October 2022.

Many measures have been removed to reflect the new reality however, given the nature of our programs, some measures remain in place to continue to protect the health of our students, staff, and clients.

All students were made aware of the new measures through them being posted in their Google Classrooms and the teachers reviewing them with their classes.

13. Next meeting: *(This is the corrected date, sent in an email after the meeting.)*

Tuesday, December 13, 2022 @ 3:45 in-person at Gordon Robertson.

14. Adjournment

Pamela Bachner moved to adjourn the meeting at 5:52 pm.

Seconded by Vanya De Andrade

All in favour.



Marilyn MacLean
Chairperson



Claudine Turnbull
Centre Director

ANNEX 1

Governing Board – 20 October 2022
Director's Report

LESTER B. PEARSON
 Gordon Robertson Beauty Academy

The school year is well underway and there has been a lot going on. Since returning on August 2nd. The Centre is alive with many activities and a very active Positive Climate Committee (PCC). The annual corn boil was back on September 2nd. The students enjoyed corn and lots of treats under the sun. It was a great day!

Programs:

Two groups have completed the program, one Esthetics group (17 students) and one Hairdressing (9 students). Two groups are on their way to stage – 15 students in Esthetics group ES211012 and 14 students in Hairdressing HD210907.

An Esthetics group began on August 15th with 21 students, and another is scheduled to begin on November 7.

In Hairdressing a group began on August 23 with 21 students, it is presently at 17 with three students joining in the near future (regrouping from other groups).

We are experiencing difficulties recruiting students for the Hairdressing program. It seems this problem is being felt Province-wide. It is believed to have much to do with the high employment rate and that the industry does not regulate the workers. In other words, you are able to be a hairdresser without formal training. There is a group planned to begin on October 25 and we are not certain if we will be able to run it. A decision will be made tomorrow.

The Skills For Life (SFL) program is being offered in four groups: ES220407, ES220815, HD220823 and HD220307.

Olympiads:

One hairdressing student, Nisanthy Mahathevan from HD210907, is being coached by Sylvie Lavigne and the Hairdressing team in order to enter the Olympiads. The Provincials are to be held in Québec City on May 11-12, 2023. It is unclear yet as to whether or not there will be a regional competition in Hairdressing.

Popular Education Courses:

We have begun a few à la carte courses (Styling Hair and Photoepilation) and are working with teachers on a few possible Popular Education Courses – Henna and Eyebrow tinting.

Professional Development:

August 26, Samar worked with teachers on student-centered micro-planning and the September 19 ped day was dedicated to industry-related workshops in each department (Esthetics: G.M. Collin – new products; Hair Removal: new IPL360 machine; Hairdressing: training on the new APM Pro microscope and a color and gloss workshop).

October 14 was the QPAT Teachers' convention at Hotel Bonaventure.

This year's theme at GRBA is Empathy – with a focus on how we can best lead our students to success with empathy as they live through challenging times. We will continue to support the School Board's direction by ensuring that equity, diversity, dignity and inclusion are always at the forefront.

Nadia, our Guidance Counsellor had a three-day training session with Suicide Action Montreal (SAM).

Samar and I attended the PROCEDE conference last week and participated in several very informative and inspiring workshops.

Association Québécoise des Professeurs de Soins Esthétiques (AQPSE) – Martine and Laura are attending the AQPSE conference in held October 21st.

Centre Visits:

Nadia our Guidance Counsellor is organizing Student For A Day (SFAD). These are scheduled throughout the year, whenever there is a demand. The first one happened on October 19. A group of 8 students from St Thomas are planning to come for a visit on November 25. It is a PED day for them so we will make it a special SFAD and offer them a special treatment.

A group of 23 students from Place Cartier Adult Education Centre's Living English program visited the Centre on October 6. They visited different classes to obtain program information and ended their visit with a Kahoot game. A fun way to test what they learned about the programs!

Plans are forthcoming to receive a group if students from Horizon High School and offer them free facial treatments.

Though there are no plans for a formal Open House, we will do some advertising to promote "Every day is Open House Day at GRBA". Centre tours, classrooms visits, little promo gifts and program information can happen at any time throughout the year.

Career Fairs:

A team of teachers attended the Kanesatake Career Fair on Saturday October 15. Several other Career Fair's are being planned, including John Abbott College on November 2.

Centre Improvements:

New chairs were purchased for the staff lunchroom. Several repairs were done throughout the Centre including replacing the laminate on the side of the counter in facial room #218.

We are looking into installing a back-up pump on a battery so that if there is a power failure, we are able to continue to use the water and remain functional.

Promotional Photos

The LBPSB marketing team organized a photoshoot at the Centre, with the help of teachers Denise, Vanya and Karina. On October 12 the photographer came and spent the morning taking shots in different settings. We now have a bank of updated photos highlighting our students and our programs. These can be used for promotional purposes.

Respectfully submitted by
Claudine Turnbull
Centre Director