



## **Gordon Robertson Beauty Academy Governing Board**

### **Minutes of Meeting (On-line with Zoom) Wednesday, 24 February 2021**

**Present:** Marilyn MacLean, Claudine Turnbull, Samar Abboud, Cynthia Doucet, Pamela Bachner, Christine Seguin, Linda Berardinucci, Vanya De Andrade, Carole St-Pierre, Mike Besner, Reanna Javier

**Regrets:** Karina Geoffroy, Stephanie Portelance, Manon St-Onge

**1. Call to Order**

The meeting was called to order by Marilyn MacLean at 15:48.

**2. Approval of the agenda**

Moved by Pamela Bachner, seconded by Vanya De Andrade.

**3. Approval of the minutes of 16 December 2020**

Moved by Linda Berardinucci, seconded by Samar Abboud.

**4. Business arising from the minutes**

None

**5. New Business**

**a) Correspondence**

Claudine read letter from Francis Scarpaleggia regarding Teacher Appreciation day.

**b) Three-year Plan of Allocation and Destination of Immovables 2020-2023**

Claudine presented the Three-year Plan (no change for Gordon Robertson).

**c) Sock Drive Fund-Raiser**

Presented at Governing Board for review and approval (previously approved by email):  
Teacher, Tina Mercuri with students in the November Esthetics group, have partnered with Accueil Bonneau and Dans La Rue – Students will be collecting socks for the homeless. Promotion 1 will begin on Friday, February 26 and go until March 26. For every pair of socks that the Centre receives, GRBA will contribute \$2.00. The 2<sup>nd</sup> promotion will be from March 30 to April 26. For this promo every client that donates a pair of socks will receive a free paraffin treatment added to their pedicure service.

**6. Consultations**

**a) Director Criteria**

Marilyn MacLean presented a list of criteria for the Director of Gordon Robertson Beauty Academy.

Carole St-Pierre moved to approve. All in favour.

Director Criteria will be sent to the School Board prior to March 12, 2021.

**b) LBPSB Budget 2021-2022**

Members discussed and responded to questions in Appendix C: 2021-2022 Budget Priorities. (Annex 1)

Governing Board responses will be sent to the Secretary General prior to the March 31, 2021 deadline.

## 7. Reports

### a) Students

- Rheanna Javier (Esthetics): Students appreciated the activities organized during Black History Month, with a particular mention of the decoration of the front entrance door. February 24 was Anti-Bullying day, and it was nice to see people in the school wearing pink to celebrate the day.
- No Hairdressing report.

### b) Industry

- Carole St-Pierre: Finally re-opened on February 8<sup>th</sup> after being closed for 4 ½ months. Due to the numerous closures, several employees have chosen to not return and are pursuing other careers, creating difficulties in securing staff. Carole also identified that her spa is paperless, and everything is handled electronically.

### c) Community

- Linda Berardinucci: Since reopening on February 8 the observation is that people are getting out but are still apprehensive about going into stores. It will take time to get back to normal.

### d) Staff

- Vanya De Andrade: On January 21, Karina Geoffroy, Elena Di Legge and Vanya represented GRBA at an Educational Fair via Zoom with the Naskapi Beneficiaries from the Central Quebec School Board. On January 29, all Hairdressing teachers attended an online workshop with Geneviève from Schwarzkopf.
- Samar Abboud: Teachers' Handbook - the team chose to create the handbook in a website format. Two-thirds of the content is already prepared, collected, and uploaded to the website. GRBA ICT Project Phase 2 - LCEEQ has extended the final report deadline to December 2021. Five teachers have already reached and exceeded their deliverables. They are confident that the project will be finished by the end of the academic year. Pilot Project 1 (Using the iPads for formative assessment and feedback) - approximately 20% of the teachers have joined. Pilot Project 2 (Using iPads/webcams to broadcast demonstrations in class) - approximately 15% of the teachers have joined. The Ministry of Education has published a new reference framework for the professional competencies of teaching. The 2021 edition is the first update since 2001. The new reference framework consists of 13 professional competencies instead of 12. In addition to the 13<sup>th</sup> competency, the competencies' statements have been modified.
- Cynthia Doucet: Using the iPad and camera in class for teaching is now the go-to. Students really benefit from having demonstrations projected on screen; it allows them to get a better view of the lessons and allows everyone the opportunity to see more while focusing on the tasks. Recordings are sent to Google Classrooms which allows students to view again later and often.
- Pamela Bachner: January 29 all Esthetics & Hair Removal teachers participated in part 2 of the 3-part seminar with Lydia Gauthier organized by the Centre of Expertise (CEN), Laurier Mac.

### e) Commissioner

- January 25<sup>th</sup> Commissioner's report was previously sent out. A resolution by council was made to move teachers higher on the priority list to receive the COVID-19 vaccination. Highlights were given from the latest Council meeting held February 22<sup>nd</sup>. A report will follow shortly.

### f) Director

- See Annex 2 for Director's report

## 8. Educational Project

Committee met on February 16<sup>th</sup> – discussed some of the obtainable targets and those that will not be met due to COVID-19 situation.

Next committee meeting is scheduled for March 16<sup>th</sup>.

**9. Field Trips**

None.

**10. Other Business**

The Government of Quebec designated March 11<sup>th</sup> as the day to remember all individuals who passed from Covid-19. All schools and centres are asked to lower their flag to half-mast and observe a minute of silence at 13:00.

**11. Adjournment**

Moved by Rheanna Javier, seconded by all at 17:14.

**Next Meeting:** Wednesday, 21 April 2021.

  
Marilyn MacLean, Chairperson

  
Claudine Turnbull, Centre Director



## 2021 – 2022 Budget Priorities

**Question 1:** What is your relationship to the Lester B. Pearson School Board?

**Answer:**

Governing Board

**Questions 2:** Do you have any suggestions regarding objectives, principles or criteria used to govern the allocation of funds?

**Answer:** Look beyond the size of the school (number of full-time students) when providing services. Basic services should be available at every Centre, i.e. full time Guidance Counsellor, Nurse, Psychological support services, etc. Especially during these times. Our adult students need this support as well.

**Questions 3:** To help us further support our students' success, in your opinion, which of the following resources and programs are essential to supporting high levels of student achievement? Please select all that apply.

**Answer:** Integration of Technology, Staff Training, Experiential Learning, Early Literacy Intervention, with the addition of a program addressing the basic everyday life skills (soft skills & essential skills) preparing students for the real world.

**Question 4:** The School Board's priority is to maintain buildings in the best condition that is possible within the budgets provided by the Ministry of Education. If there are surplus funds available please choose the school and centre building component that you believe requires the most service, maintenance, or replacement.

**Answer:**

### Classroom furniture

- Replace 6 beds in wax room with hydraulic beds, allowing for more competencies to be scheduled in the room, alleviating the need for space in the building and facilitating scheduling.
- Add 1 hydraulic bed in each facial room for clients with reduced mobility.
- Replace chairs in the make-up room (14)
- Purchase innovative equipment for Esthetics' program

### Flooring, painting, lighting

- Finish painting the Centre – salon 1 and 3.
- Replace lighting in make-up room.

### Grounds maintenance, exterior work

- Remove and replace palrams (awnings) in front of the building and on the side
- Replace sign reflecting new logo
- Add greenery to side of the building
- Install an electric car plug

**Interior upgrades**

- Water bottle fountains
- Renovate Esthetics waiting area, including new reception chairs
- Replace chairs in staff lunchroom (24)
- Convert unused shower to powder room
- Change counters in room 235 and colour lab

**Question 5:** In light of upcoming budget compressions, do you have suggestions for cost savings throughout the school board?

**Answer:** Continued efforts should be made to reduce the use of paper (administrative documents in digital format)

**Question 6:** Other Comments or Suggestions.

**Answer:** None.

Respectfully submitted on behalf of the Gordon Robertson Beauty Academy Governing Board.  
26 February 2021



**Governing Board – February 24, 2021  
Director's Report**

After a challenging start to 2021 with the extension of salon closures and the Centre unable to have clients for students' practical classes, we are happy that as of February 8 the Centre has been permitted to welcome clients again. The numerous scheduling changes has been challenging for all staff, teachers, and students. Everyone has remained patient, focused and positive through it all. It has truly been humbling and an honour to lead the GRBA team. We continue to take it day by day, ready for the possibility of industry closing again if the COVID-19 situation worsens. However, by maintaining a strict enforcement of the protocols we are giving the students many opportunities to practice on clients in a safe environment and I am happy to report that to date, the few cases that have occurred have been contained and we have not had to close down any classes. The caretaking staff, Tonya Ollivierre and Shafali Tomlinson continue to do an incredible job cleaning and disinfecting. Always with a smile. We are very lucky to have such a great team taking such excellent care of our Centre.

**Schedules**

After many modifications to the schedule as we had to adjust to the realities of no clients, and more hours online, the final schedules have been entered and all teachers' workloads have been confirmed.

**Centre Improvements**

The speaker system has been installed in room #120. It is now a fully functional, multi-media room. Teachers are encouraged to use it when working in committees and holding hybrid meetings.

**Maintenance**

Dryer ducts cleaned – December 17, 2020

**Air Quality**

On February 9, CO<sup>2</sup> levels were verified. The results of the air quality were very good. Rooms vary between 500 and 700ppm (Parts-per-million). Note that between 400 and 1000ppm is typical of occupied indoor spaces with good air exchange. Measurements of >1000ppm is concerning. To ensure better air circulation, teachers keep classroom doors open at all times, and windows are opened frequently throughout the day.

**Events**

**Career & Education Fairs -**

- Central Quebec SB held an online Education Fair to Naskapi Beneficiaries on January 21. Teachers Karina Geoffroy, Vanya De Andrade, and Helena Di Legge represented GRBA from 4-5pm.
- LBPSB Career & Education Fair was held on February 2, 10AM – 5PM  
It was a very positive experience. GRBA booth had over 400 "unique" visits (close to 600 total visits). Follow-up emails were sent to students who visited the booth.  
The platform itself remains active (without the live chat) until the end of February.

Teacher and Staff received gifts during Appreciation week 15-19 February.

Hooked on Schools week was also celebrated the week of February 15-19. Staff and students received ribbons to wear on the day. Thank you to Samar for leading the activities for the students which included creating and sharing a vision board.

### Black History Month

Daily posts on Face Book and Instagram – Thankyou to Denise Hosni and Vanya De Andrade for continuing to keep our social media presence active and interesting.

Students from the Positive Climate committee decorated the door at the main reception. Strikingly beautiful!



### Instagram Live -

In celebration of Black History month, Teacher Denise Hosni organized two Instagram Live events:

- February 18 @ 1PM – Hairdressing students Nyah Nichilo-Jacobs and Katya Thompson shared their daily hair routine and answered questions about highly textured hair.
- February 23 @ 1PM – teacher, Stacy Luker accompanied by hairdressing student Katya Thompson, shared make-up tips and tricks.

### Anti-bullying – Pink T-Shirt day

Staff and students honored this day by wearing pink accessories

The Grad committee is hard at work planning an outdoor graduation ceremony to be held on June 15, 2021. All graduates received a “Save the Date” email and will receive details as we get closer to the date.

### Programs

- The August Esthetics group (ES190822) is preparing to go out on stage in March, to complete the program March 25, 2021.
- The August Hairdressing group (HD190822) is also preparing for stage in late March, completing the program April 21, 2021.
- We will welcome students in new groups in March and June. (March 10: Esthetics; March 25 and June 1: Hairdressing; June 2: Hair Removal)

### Planned groups for 2021-2022

- Esthetics: Aug – Oct – Jan – April
- Hairdressing: Sept – March – May
- Hair Removal: Nov – March

### Professional Development

LBPSB Equity and Inclusivity workshops for administrators:

As part of the School Boards’ response to the #BlackLivesMatter movement and as we continue to collectively promote inclusion, equity and diversity in our educational settings, all administrators will be receiving training.

- December 4: workshop with Dr. Valerie Pruegger, Adjunct Assistant professor of Psychology from the University of Calgary gave a session on self-awareness, particularly as it relates to privilege.
- February 1: Gender Diversity workshop with Dr. Annie Pullen Sansfacons of Université de Montréal.
- February 19: Unconscious Bias workshop with Delia Noel from *Career Joy*.

### LCEEQ Conference

Samar and I attended the LCEEQ virtual conference on February 8-9 receiving a variety of workshops on inclusion, engagement, and resilience.

### Workshops for Teachers:

January 4 PED Day: Revision of online tools with Samar Abboud

January 29 PED Day:

- Esthetics’ and Hair Removal teachers attended an online workshop on Skin Diseases with Lydia Gauthier

- Hairdressing teachers attended an online workshop with Schwarzkopf

February 5:

Application and Platform Training, RECIT – Sadia Haque attended

February 8:

- LGBTQIA2+ Towards a Better Understanding – Sadia Haque attended
- Student Anxiety and Depression – Helena Di Legge and Karina Geoffroy attended.

February 12:

- Master the Art of Beard Design – Vanya De Andrade attended. All other teachers will have access to the recorded session

February 15 Regional PED Day:

Making the Unmanageable Manageable with Dr. Georges Sabongui followed by The Power of Positive Psychology also with Dr. Sabongui.

The School Board has made Dr. Sabongui's *Energia* wellness program available to all staff. The program consists of six units: Physical Well-being; Mental Well-being; Emotional Well-being; Global Functioning; Coping Strategies; Stressors. All GRBA staff are encouraged to follow the program.

On-going:

- Samar Abboud has had many one-on-one and small group meetings with teachers moving technology forward. She continues to be available to those who request it.

Respectfully submitted by:

Claudine Turnbull,

Centre Director