



Souvenir Elementary School
École primaire Souvenir

**Souvenir Elementary School
Governing Board Minutes
Tuesday, January 22, 2018**

Present: Krikor Bijian, Polizo Christodoulakis (Alternate Delegate), Maria Daklaras, Jill Davey (arrived at 7:15), Gary Ersan, Peter Ferentinos, Alannah Ferreira-Morris, George Foutrakis (Alternate Delegate, arrived at 7:43), Effie Kontakos, Peter Koutroumanis, Vicki Krawczyk, Susan Reinblatt, Cheryl Smith

Guest: None

Principal: Eric Ruggi

Secretary: Gary Ersan

Regrets: Jennifer Bell-Pierre, Julie Thibert

0.0 Verification of Quorum

Krikor Bijian confirmed quorum and began the meeting at 7:05 PM.

1.0 Approval of Agenda (Resolution)

GB – 22/01/19-01 – Effie Kontakos motioned to approve the agenda with the addition of the following:

- 10.1 Morning Entry Discussion
- 10.2 After School Greek Class
- 10.3 Leadership Program Discussion

Seconded by Cheryl Smith.

Unanimous

Motion passed

2.0 Approval of minutes

2.1 December 19, 2018 meeting

GB – 22/01/19-02 – Effie Kontakos motioned to approve the minutes of the December 19, 2018 meeting with no changes, seconded by Vicky Krawczyk

8 in favor, 2 abstentions

Motion Passed



3.0 Business Arising from the Minutes

3.1 Milk Program (Information)

Our school does not qualify for the milk program. The school cafeteria no longer sells milk due to low demand, milk was going to waste and was no longer viable. Krikor Bijian asked if we should consider eliminating juice to encourage milk. Maria Daklaras mentioned some kids are lactose intolerant or do not like milk. We cannot impose strictly milk. It appears there isn't much interest from the kids. Peter Ferentinos suggested we focus on educating on healthy options. Jill Davey mentioned the teachers encourage healthy options. Eric Ruggi mentioned some students have been told to return unhealthy snacks back home. Peter Ferentinos asked if the new health guide will be incorporated, it is an item Julie Thibert would promote as part of her role.

3.2 Update on schoolyard renovations (Information)

Eric Ruggi explained the project is progressing, it currently going to tender. The project will be awarded to a winning bidder in February. Construction is expected to begin in the Spring and will be completed by end of the school year. There are no plans to redo the asphalt in the school's yard in 2019. There are some patches that were already fixed. Peter Ferentinos asked if any additional work will be done. Eric Ruggi said he will verify the condition of the asphalt in the Spring and take pictures to identify which areas require work. Gary Ersan asked if funding or approval is required for the associated repairs, Eric Ruggi said no approval are required, it is part of regular maintenance.

3.3 Update on STEM (Information)

Eric Ruggi provided the following update regarding STEM:

The teachers have been increasingly exposed to the Quebec curriculum by way of this project as well as the available tools to teach it such as the curriculum map, Gizmos, onboard academics, google classroom and other learning management systems, LEARN and PSD. They've also been introduced to the idea of computational thinking and coding.

Students have been introduced to the Google Suite, coding through MicroBits and Scratch, and the following curriculum based STEM lessons:

- Renewable energy
- Non-renewable energy
- Transformation of energy
- Electricity and circuits
- Designing electrical circuits to solve engineering problems (the doorbell activity)
- Transmission of heat (MicroBit activity coding a thermometer and coding a stopwatch)



The Pedagogical Services Department released our science teachers to go to LEARN for a 2 day micro bit training session.

Following this Sam Altarac (Science educational consultant) has been to all of our science classes multiple times (at least twice per teacher) to either teach curriculum based STEM science lessons or teach curriculum based STEM lessons with the use of MicroBits.

To date, all our science classes except (E62) have had MicroBits deployed. The remaining class will have its MicroBits deployed within two weeks. All our science teachers have been invited to the Earth and Space curriculum map workshop where they were given the opportunity to meet other teachers teaching our STEM curriculum. They also received coaching on how to better align their classes with our curriculum and include more STEM in their practices.

Some of our teachers have tried teaching with Microbits on their own. They thought it was good but need more practice to become more comfortable at it.

Still to come

The Pedagogical Services Department will be releasing our teachers to design STEM and MicroBit lessons based out of the curriculum map.

Our science teacher will be invited once more this year to the Living World curriculum map workshop where they can again share STEM ideas with their peers, and be coached on STEM and coding relevant to the curriculum.

LEARN can and should be invited by our teachers to come to our school to run some Makerspace activities.

We will release our science teachers once more by the end of the year to meet with Pedagogical Services and LEARN for a summary of their experiences.

Sam will continue to visit our school regularly and meet with our teachers to see if anything arises that he can work on with them.

Sam will visit science classes to continue teaching STEM lessons with or without MicroBits based on our curriculum.

Sam is also encouraging our teachers to visit other teachers (at Twin Oaks) to see them using MicroBits in their science classes.

Polizoi Christodoulakis asked if same teachers can teach it for the next school year. Eric Ruggi explained it is possible but difficult to determine in advance as it is dependant on the teacher requests for which grade they wish to teach next year. Peter Ferentinos asked if we can have a year end summary on STEM, Eric Ruggi confirmed it will be possible.

4.0 Correspondence (Information) - None

5.0 Question Period for the Public (Information) - None



6.0 Reports (Information)

6.1 Principal

Dec. 19 – Grade 4, 5 & 6 Pancake Holiday Breakfast, Governing Board Meeting
 Dec. 20 – Kindergarten, Grade 1, 2 & 3 Pancake Holiday Breakfast
 Dec. 21 – In-class Holiday celebrations & activities, Pajama & Holiday Sweater Day
 January 7 – First Day back from Break
 January 14–18 – Leadership Bake Sale
 January 14-31 – Grad Committee Frozen Cookie Dough Fundraiser
 January 15 – Sexuality Education Committee Meeting
 January 16 – Principals meeting, LSA Band performs for Souvenir students
 January 21 – Teacher Council Meeting
 January 22 – Hockey Tournament at Place Bell, Governing Board meeting

Upcoming

January 23 – Special Needs Committee meeting
 January 24 – Online Re-Registration workshop
 January 28 – Ped Day, Kindergarten 2019 Information Session 9-11 AM, 4-6 PM, Futsal Tournament at LJA
 January 29 – Grade 1 Field Trip to Maison des Arts, Lunchtime Switch Over
 January 30 – February 1 – Grade 5 Winter Camp
 January 31 – Mental Health Training Workshop
 February 4 – Sexuality Education Committee Meeting, After School Tutoring Program Begins
 February 5 – The Learning Exchange StoryTellers visit Kindergarten, Grade 1 & 2
 February 8 – End of term 2
 February 11 – Ped day, Basketball Tournament at LJA,
 February 11 – WE Day at Theatre St. Denis
 February 12 – Start of food drive for Ronald McDonald House, Gladiators Hockey Tournament (Team A)
 February 14 – Red/Pink Dress down day for Ronald McDonald House
 February 15 – End of food drive for Ronald McDonald House
 February 18 – Gladiators Hockey Tournament (Team B)
 February 25 – Teacher Council meeting, Report cards emailed home to parents
 February 27 – Principals Professional Development, Parent-Teacher Night 4-7 PM

→Principal's Report additions

GB – 22/01/19-03 – *Effie Kontakos motioned to have a 2\$ voluntary dress down day benefiting Ronald Mcdonald house on Feb 14th, seconded by Chery Smith.*



Unanimous

Motion passed

Eric Ruggi provided an update on the School Pride initiative. Mr. Cookson (he had helped with national anthem vocal group) will be helping develop a school song in the coming weeks. He was not available in December. The song will be used for school events and possibly at the start or end of the school week. Krikor Bijian asked if H&S will be planning anything. Effie Kontakos said a t-shirt is being considered. Peter Ferentinos said we should consider incorporating into an assembly. Eric Ruggi said to they can incorporate a song and t-shirt into 1 event.

Eric Ruggi provided the following details regarding the weather guidelines:

- The threshold for not going outside for recess is when it is -25 Celsius (Real temperature or with wind chill),
- When the weather is between -18 and -24 Celsius, students may go outside for 25-30 mins with monitoring. Students are told they need to have their snow pants, hats, scarves, gloves.
- Student don't wait outside in the morning when it's very cold.
- If it's raining, they will stay indoors, unless it's very mild rain.
- There are no guidelines pertaining to heat, students are monitored closely on days with high heat. The exception to this is if the government has issued an advisory during a heat wave. It is rare students had to stay indoors due to heat.

Eric Ruggi discussed the carbon monoxide leak at the school in Lasalle. He explained that our school is not at risk as the boiler room is equipped with safety monitoring equipment (including an alarm). He also confirmed there is no propane or gas in the kitchen.

Eric Ruggi also explained the heating for the school is centrally controlled by school board.

George Foutrakis asked if H&S could purchase fans for the classrooms. Eric Ruggi confirmed that H&S can proceed. No approval is required for fans. In the event air conditioners were considered, the request would have to go through school board material resources. Air conditioners are more complex as the current electrical system in the school could not support it.

6.2 Daycare

Alannah Ferreira-Morris provided the following update:

- There was a fee increase as of January 1, 2019 from \$8.20 to \$8.35 as per the MEES. It was a board wide increase.
- Our January 28 ped day will be Chef for the Day. Students will make their own chef hats, vegetable soup, personal pizza and a vegan, gluten free chocolate banana brownie. So far we have approximately 30 registrations. Tomorrow is the final day to register.



- The February 11 ped day will be a Valentine's theme. Students will paint heart shaped ceramics, bake some special treats and play some games.

6.3 Home & School

Effie Kontakos provided the following update:

- The H&S committee purchased a Christmas tree for the school and provided candy canes for all students during Santa's visit.
- The chocolate campaign sales were \$29, 949, expenses were \$15, 760, so total profits raised for H&S was \$14 234. The breakdown: \$11, 689 for H&S and \$2545 for the Graduation Committee. Wonderful prizes were awarded to top sellers – a bike, headphones, and movie tickets. H&S would like to once again thank the students, parents and volunteers that made it a success.
- The Scholastic Book Fair was successful. Gross sales \$8,440, Net sales \$7,765 and it raised \$1, 941 based on 25% of the net sales.
- The Graduation Committee has finalized the hoodies for the grade 6 students. The navy hoodies will be available for order at a cost of \$28 each.
- The Frozen Cookie Dough fundraiser for Graduation is from January 14th to January 30th and the delivery date for pick up is Monday, February 25th.
- Comedy Night with Frank Taddeo for Grad has been booked at the Palace Reception Hall for Friday, February 22nd with tickets at \$60 which include a three-course meal, chicken or pork, free soft drinks during dinner and dessert. Doors open at 6pm, dinner at 7pm and show at 8pm.
- H&S will start organizing the Fun Day or Fun Fest for Thursday, June 13th.
- The next Graduation Committee meeting is on Tuesday, February 5th, 2019 and the next Home & School meeting is on Wednesday, February 13th, 2019.

6.4 Parents Committee

Effie Kontakos provided the following update:

- There was no meeting in January.
- The next Parents' Committee meeting is on Thursday, February 7th, 2019.

6.5 Teacher Council

Maria Daklaras confirmed the teachers are comfortable with June 13th as the date for the Fun Fest or Fun Day. The teachers have asked if Ice Cream Day can be done on June 19th. Effie Kontakos confirmed she will look into availabilities for that date, it may however be challenging based on past experience.



There was a group discussion on the benefits of having a Fun Fest to promote Souvenir Elementary, it also provides a sense of community.

6.6 Community Reps - None

7.0 **New Business**

7.1 Summary of 2018/2019 Measures & Grants (Resolution)

Eric Ruggi presented 2018/2019 measures and grants and requested Governing Board approval of the list.

Peter asked if we should have discussed it in September, Eric Ruggi explained the Resolution was asked by school board in November, but waited to have all measures before proceeding with the resolution request.

Details in attached file:



Grants and
Mesures 2018-2019.

GB – 22/01/19-04 – Cheryl Smith motioned to approve the 2018/2019 measures and grants, seconded by Susan Reinblatt.

Unanimous

Motion passed

7.2 Sexuality Education – Yearly Planning (Information)

A committee meeting was held last week. The teachers are going to be released by cycle to work on the details of the approach and they will plan which subject the material will be taught in. Next meeting will be on February 4th. If necessary, they will also meet on Feb 11th ped. day to finalize. It will be presented at the next Governing Board meeting.

7.3 Parent workshop for 2019 – Survey (Information)

A parent homework strategies workshop was done in September 2018. The second topic parents had identified during the survey of preferred topics was stress/anxiety. The same provider has a workshop on stress/anxiety. It is offered in the classroom to help with stress/anxiety related to academics and life in general. If offered to grades 4, 5 & 6, it would represent 10 groups of 6 sessions each at a cost \$7,700 (tax included). This includes a parent workshop.



Peter Ferentinos asked if we can consider K-3, Eric Ruggi will ask supplier of options. Effie Kontakos will see if H&S can subsidize.

Several members expressed desire to have all students included.

7.4 SWLSB Policy Concerning Tobacco, Alcohol & Drugs (Information)

Eric Ruggi shared the SWLSB Policy Concerning Tobacco, Alcohol & Drugs.

7.5 SWLSB Enrolment Criteria (Information)

Eric Ruggi shared the SWLSB Enrolment Criteria. No changes from previous year.

8.0 Field Trips & Fundraisers

8.1 Intermiel Field Trip (Kindergarten) – May 10, 2019

GB – 22/01/19-05 – Maria Daklaras motioned to approve the Intermiel Field Trip for Kindergarten, seconded by Alannah Ferreira-Morris.

Unanimous

Motion passed

8.2 Cosmodome (Grades 3 & 4) – March 22 & 25, 2019

GB – 22/01/19-06 – Alannah Ferreira-Morris motioned to approve the Cosmodome Field Trip for Grades 3 & 4, seconded by Susan Reinblatt.

Unanimous

Motion passed

9.0 Rentals

9.1 Hip Hop After School Activity

GB – 22/01/19-07 – Effie Kontakos motioned to approve the Hip Hop After School Activity, seconded by Maria Daklaras.

Unanimous

Motion passed

10.0 Varia

10.1 Morning Entry Discussion

Gary Ersan asked why the Juniors enter from the furthest door during the morning entry. He recommended the Juniors use the closest door. Eric Ruggi explained that it is done for consistency purposes as the Juniors use that door during the day for recess exit/entry. Gary Ersan asked if it



could be considered to switch the entry doors between Juniors/Seniors. Eric Ruggi said it is an option that will be reviewed.

10.2 After School Greek Class

Peter Ferentinos asked what the rate for the rental of the Greek class is. It's approximately 7-8\$ an hour. The contract is 1,086\$ for the year.

10.3 Leadership Program Discussion

Polizoi Christodoulakis asked how the Leadership program is planned and for clarification on the need for the week-long bake sale. Eric Ruggi explained that students sign up for leadership in September. They get a 3-hour training, split by grades 5 and 6. The training is to learn how to lead games with younger kids. Students are then divided into teams with a 3 to 4 week roster. They rotate who will be planning activities.

They are also involved in other activities such as Remembrance Day, WE day and leadership summit in the spring. There are costs associated to these for transportation. The bake sale funds this. This leads up to the end of year ceremony and celebration. Students practice as of January for performances to entertain the audience. Important to note, the elephant mentioned as part of the bake sale only cost \$75.

Eric Ruggi confirmed that students can be removed from the Leadership program if they do not have the appropriate behavior or abuse of privileges.

A different format is recommended for next year to not have a bake sale over 5 consecutive days.

Krikor Bijian proposed Wednesday February 20th at 7PM for the next Governing Board meeting.

11.0 Adjournment - Meeting was adjourned at 9:00 PM

GB – 22/01/19-08 – *Maria Daklaras* motioned to adjourn the meeting at 9:00PM, seconded by *Alannah Ferreira-Morris*.

Unanimous

Motion Passed

E. Ruggi
Principal

K. Bijian
Chairperson

G. Ersan
Secretary