



## Souvenir Elementary School Governing Board Minutes Wednesday, June 20, 2018

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**Present:** Jennifer Bell-Pierre, Krikor Bijian, Catherine Hervieux, Effie Kontakos, Peter Koutroumanis, Vicki Krawczyk, Elisa Mucciardi, Susan Reinblatt, Natasha Turgeon-DeBonis, Gary Ersan (Alternate Delegate-voting)

**Principal:** Eric Ruggi

**Secretary:** Effie Kontakos

**Regrets:** Jimmy Abraham, Cheryl Smith, Eugene Sakellaropoulos, Dimitra Sideris (Alternate Delegate)

**0.0 Verification of Quorum:** There was quorum and the meeting commenced at 7:10pm.

**1.0 Approval of Agenda:** In New Business, ABAV 7.5 was added to the revised agenda that was distributed to the members.

*GB-200618-01: Krikor Bijian motioned to approve the agenda, Natasha Turgeon-DeBonis seconded, unanimous. Motion carried.*

**1.1 Interim Chairperson:** An interim chairperson needed to be elected from amongst the regular parent members. Krikor Bijian accepted the nomination.

*GB-200618-02: Peter Koutroumanis motioned to nominate Krikor Bijian to chair the meeting, Vicki Krawczyk seconded, unanimous. Motion carried.*

**2.0 Approval of Minutes:**

**2.1 May 16, 2018 meeting:** There were no amendments.

*GB-200618-03: Jennifer Bell-Pierre motioned to approve the minutes, Elisa Mucciardi seconded, 9 for and 1 abstention. Motion carried.*

**3.0 Business Arising from the Minutes:**

**3.1 Start Time for 2018-2019:** Parents will be notified this week that the start time for the 2018-2019 school year will be at 7:50 am and dismissal will be at 2:30 pm.



**3.2 Parent Survey:** Parents were surveyed on which workshop they would be interested to attend and the time they preferred to have it offered. Over 100 responses were received for the Parent Survey. Responses were received from parents of students in Kindergarten to grade 6. The results: 70% of the parents preferred an evening workshop. The workshops preferred: 66% Study and Organizational Skills, 47% Discipline Strategies, 35% Parenting Skills, 33% Digital Citizenship, 31% Coping with Anxiety, 31% Healthy Lunch and Snacks, and 22% Learning Disabilities. Mr. Ruggi has booked a parent workshop with Bartimaeus in the fall at a cost of \$345.

Point of interest: The Souvenir Home and School Association will pay for Study and Organizational Skills workshops with Bartimaeus for all students from grade 1 to 6 in the next school year. There will be four sessions per class and the workshops will be during school hours. The cost is approximately \$9 000.

**4.0 Correspondence:** None.

**5.0 Question Period for the Public:** None.

## **6.0 Reports:**

### **6.1 Principal:**

- May 16 – Governing Board meeting, Teacher Council meeting, meeting with Elections Quebec, meeting with Sports Laval (RSEQ) regarding administrative guidelines
- May 22 – Tree Planting on west side of the school. 10 trees and some shrubs.
- May 23 – IEP day for teachers
- May 25 – Kindergarten orientation, workshop for teachers on Evaluation (Adapted vs Modified Programs), Volleyball Tournament at LJA, Flag Football Tournament at RHS
- May 28 – Special Needs Committee Meeting, Storytelling Evening (6-8 PM) (K-3)
- May 29 – Hip Hop Mini Show (3:00-3:45 PM)
- May 30 – STL Information Session for Grade 6 students
- June 6 – Principals meeting at the school board
- June 7 – Triangulum Uniform Fitting Day
- June 8 – Movie Night in the schoolyard
- June 11 – IDT meeting, SWLSB Leadership & Volunteer Recognition Night at Colossus
- June 13 – Songbirds concert
- June 14 – SWLSB Lobster Dinner and Gala and SWLF raised \$35 000
- June 15 – Fun Day at Souvenir, Leadership end-of-year Ceremony & Celebration
- June 19 – Grade 6 Graduation & Prom at Chateau Royale
- June 20 – Governing Board meeting, Kindergarten field trip to Parc Sablon, Gr. 6 graduation lunch
- June 22 – Last day of school, Reports cards emailed to parents and no longer printed
- June 25 – Gate will be installed on the main floor limiting access to school during rentals
- June 25 – Summer camp begins
- July 5 – Office closes
- Souvenir was selected to receive a \$1080.00 grant from PC President's Choice Children Charities to support School Nutrition Initiatives for next year.



A new play structure will be installed in the school yard this fall as part of phase 2 of the School Yard Project. The cost will range from \$60 000 to \$75 000. The SWL School Board, Souvenir Elementary, Souvenir Home & School Association, and the government will all contribute to cover the expense. The School Yard Project consists of: Phase 1 - installation of basketball nets and grass (completed), Phase 2 – removal of old play structure (completed) and installation of new play structure, Phase 3 – asphalt, and Phase 4 – Soccer field to replace existing grass with turf.

Summer renovations:

- Kitchen – improving ventilation, new sink will be added, replacing counter, installing cupboards.
- Boiler room – improvements will be made to heating and ventilation system.

Departures:

- Ms. Polly Varadi, grade 6 teacher, is retiring.
- Natasha Turgeon-DeBonis from Daycare is leaving and her replacement will start next month.
- Sandie Szaniszlo, Souvenir part-time secretary is leaving for a full-time position at another school.
- Souvenir's Vice-Principal for next year will be announced next Wednesday. Ms Michaela Cortese was Interim Vice-Principal this year.

### **6.2 Home & School:**

- The Movie Night on June 8<sup>th</sup> was successful, raising a profit of \$1711.
- The events for Fun Day were rescheduled over two days, June 14<sup>th</sup> and June 15<sup>th</sup>, because of rain and availability of volunteers. On the Thursday, H&S treated the students to hot dogs, water, and Slushie during lunch time. On the Friday, students were given free bubble gum cotton candy and enjoyed the five inflatables. The perennial favorites returned, the Jump Off, Vertical Rush, Boot Camp, and Circus City, and the new Human Foosball this year was a hit.
- It should be noted that our parent volunteers are amazing and the reason that our fundraisers and events have always been successful this year. Their unwavering volunteerism, generosity, and dedication should be applauded.
- The Home & School Annual Activity Report will be completed soon and will be posted on the school website. A highlight of our fundraising this year is that Pizza Tuesdays raised \$16 450, TCBY raised \$5 706, and the Scholastic Book Fair raised \$2 151.
- The H&S has had positive feedback for the Newsletter that H&S initiated this year thanks to Andrea Petschner. It will be emailed to the parents this week.
- The supplier for the Chocolate campaign approved next year for the beginning of October has been changed. H&S has opted to go with Aunt Sarah's Chocolate. Chocolate bars will be sold for \$2, 30 per box, instead of the LaMontagne Chocolate bars selling for \$3.
- The Home & School Committee would like approval for some events and fundraisers scheduled at the beginning of the next school year. Pizza Tuesdays, TCBY, The Meet the Teachers Bake sale on August 28, the Welcome Back to School Corn Roast on Friday, September 7, a Movie Night on Friday, September 14, and the Scholastic Book Fair on November 21 and 22.



*GB-200618-04: Effie Kontakos motioned to approve the fundraisers Pizza Tuesdays, TCBY (monthly), Meet the Teacher Bake Sale (Aug. 28), Movie Night (Sept. 14), Scholastic Book Fair (Nov. 21 & 22) and Welcome Back to School Corn Roast (Sept. 7), Natasha Turgeon-DeBonis seconded, unanimous.*  
*Motion carried*

- *Enfant & Co. would like to offer lunch time activities to students next year. It would be the same set-up as previous years but with the addition of their employee to supervise and oversee the attendance and whereabouts of the students registered for the activities.*

*GB-200618-05: Gary Ersan motioned to approve the Enfant & Co. lunch time activities, Susan Reinblatt seconded, unanimous.*  
*Motion carried*

- I attended the Graduation Ceremony on June 19<sup>th</sup> at Chateau Royale. It was wonderful.
- Contributions of the Graduation Committee this year: They paid for the mural display for the Chris Karigiannis award, gifted \$100 Carrefour gift cards to help for the graduation costs for two students, and the extra funds will be donated to Montreal Children's Hospital for the Pediatric Intensive Care Unit.
- The Salutatorian and Valedictorian were each gifted \$100 from the Home & School Association.
- The next Home & School meeting is scheduled for Wednesday, September 19, 2018 at 7pm.

### **6.3 Daycare:**

- On May 25<sup>th</sup> PED day students went to Oka Park for a Jamboree event. There was a secret agent activity and teambuilding activities and it went well. Next year may repeat the event but will change the location to Park Nature
- June 16 Daycare staff attended the First Aid Course.
- There are 120 students registered for daycare for the next school year. Registrations are on-going.

### **6.4 Parents' Committee:**

- The School Board elections will be in 2020. The elected official's term will be extended by two years. There will be two years to work on the electoral process and to evaluate the viability of, and perhaps establish, online voting to address the issue of low voter turnout.
- Schools will not be allowed to charge parents for field trips in the next school year. This will not apply to extra-curricular activities. The school administrations will be notified and guidelines established.

**6.5 Teacher Council:** PED days in August were discussed. No students should be allowed access back to class during after school hours and this should include Daycare after school.

**6.6 Community Reps:** No report.



## 7.0 New Business:

**7.1 Workbooks and Fees for 2018-2019:** The \$25 charge for reproducibles and supplies was removed from the fees to be charged to parents of students from grades 1 to 6 that was approved at the last GB meeting. Schools can no longer charge for these consumables. The school budget for 2018-2019 was adjusted to reflect these changes.

### **RESOLUTION FOR THE ADOPTION OF THE SCHOOL BUDGET BY THE GOVERNING BOARD**

WHEREAS, in accordance with Section 95 of the Education Act, the governing board is responsible for adopting the school's annual budget as proposed by the principal;

WHEREAS, in accordance with Section 96.24 of the Education Act, the school budget must maintain a balance between expenditures, on the one hand, and the financial resources allocated to the school by the school board and the school's own revenues, on the other;

**Effie Kontakos** MOVED THAT, in accordance with the 2018-2019 Budget Parameters, the Governing Board of Souvenir Elementary School, adopt the school budget for the 2018-2019 school year, as presented by the school Principal, which forecasts revenues of \$205 678.00 and expenditures of \$205 678.00

AND THAT the budget be submitted to the Sir Wilfrid Laurier School Board for final approval.

Seconded by **Vicki Krawczyk**. Unanimous. Motion carried.

**GB200618-06**

**7.2 SWLSB Consultation- Commitment to Success Plan 2019-2020:** Some feedback was given: The acronyms should be defined, Table 3 appears before Table 2, add a Table of Contents, and perhaps edit the document to make it "easier to read".

**7.3 Student Agenda (Code of Conduct, Policies & Procedures 2018-19):** The agenda was reviewed and approved.

*GB-200618-07: Peter Koutroumanis motioned to approve the 2018-2019 Student Agenda, Gary Ersan seconded, unanimous. Motion carried*

**7.4 Governing Board Annual Report to the Community:** The report was reviewed.

*GB-200618-08: Susan Reinblatt motioned to approve the Governing Board Annual Report with the stipulation that Jimmy Abraham be allowed to make any amendments he deems necessary, Natasha Turgeon-DeBonis seconded, unanimous. Motion carried*

**7.5 ABAV End of Year Report:** Schools are required by the SWLSB to complete a summary analysis of the ABAV Plan. The report was reviewed and discussed.

*GB-200618-09: Natasha Turgeon-DeBonis motioned to approve the ABAV End of Year Report, Catherine Hervieux seconded, unanimous. Motion carried*



### **Motion to extend the meeting:**

At 9:40 pm, a motion was needed to extend the meeting until 10 pm.

*GB-200618-10: Natasha Turgeon-DeBonis motioned to extend the meeting until 10 pm, Catherine Hervieux seconded, unanimous. Motion carried*

### **8.0 Field trips & Fundraisers:**

**8.1 Annual plan for field trips, fundraisers and special events:** Tabled.

**8.2 Kindergarten Farewell – June 20, 2018 E-vote:** The Kindergarten classes planned a Farewell Celebration on June 20. Students would be walking to Parc du Sablon where they would play games, enjoy the scenery, and a picnic from 9:15-1:00 pm. The e-vote was on June 7, 2018.

*GB-070618-EV01: Jennifer Bell-Pierre motioned to approve the Kindergarten Farewell Celebration, Elisa Mucciardi seconded, 11 for and 1 abstention. Motion carried*

### **9.0 Rentals:**

**9.1 College Platon (Greek classes):** Rental is for Mondays and Wednesdays after school from September 24 until end of May 2019. There was a 2% increase from this year's contract. Rental contract is for \$955.50 with taxes \$1086.44.

*GB-200618-11: Gary Ersan motioned to approve the rental for College Platon rental, Natasha Turgeon-DeBonis seconded, unanimous. Motion carried*

**9.2 Free Hebrew classes:** Potentially offer free Hebrew classes on Tuesdays after school from October to May. Rental contract for \$401.63.

*GB-200618-12: Natasha Turgeon-DeBonis motioned to approve the rental for Hebrew classes, Catherine Hervieux seconded, unanimous. Motion carried*

**9.3 La Troupe Folklorique Grecque Syrtaki (Greek Dancing):** Rental is for Greek dancing classes to be offered on Fridays from September to May. Rental contract is for \$5600 with taxes \$6426.

*GB-200618-13: Catherine Hervieux motioned to approve the rental for Hebrew classes, Natasha Turgeon-DeBonis seconded, unanimous. Motion carried*

### **10.0 Varia:**

**10.1 Governing Board Elections at the General Assembly:** A suggestion was made to notify parents of the General Assembly (August 28) in a way that emphasizes the Governing Board Elections and include the positions open for election. The General Assembly notification will be going out this week.



**11.0 Next Meeting September 2018:** Date to be determined at the General Assembly.

Mr. Ruggi thanked all the Governing Board members for their participation on Governing Board this year. Furthermore, Mr. Ruggi thanked everyone for their commitment and dedication.

**12.0 Adjournment:** Meeting was adjourned at 9:50 pm.

*GB-200618-14: Effie Kontakos motioned to adjourn the meeting, Natasha Turgeon-DeBonis seconded, unanimous. Motion carried*

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Eric Ruggi  
Principal

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Krikor Bijian  
Interim Chairperson

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Effie Kontakos  
Secretary