



## Souvenir Elementary School Governing Board Minutes Wednesday, March 21, 2018

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**Present:** Jimmy Abraham, Jennifer Bell-Pierre, Krikor Bijian, Catherine Hervieux, Effie Kontakos, Vicki Krawczyk, Elisa Mucciardi, Susan Reinblatt, Eugene Sakellaropoulos, Natasha Turgeon-DeBonis, Dimitra Sideris, Gary Ersan (Alternate Delegate *-replacing*), Dimitra Sideris (Alternate Delegate)

**Principal:** Eric Ruggi

**Secretary:** Effie Kontakos

**Regrets:** Peter Koutromanis, Cheryl Smith

**Guests:** Demi Banousis, Chrisoula Chandris, Nella DiLella, Peter Ferentinos, George Foutrakis, Alexia Hadjidimitriou, Alida Manoian, Natalie (student teacher)

**0.0 Verification of Quorum:** Jimmy Abraham confirmed quorum and began the meeting at 7:12pm.

**1.0 Approval of Agenda:** Addition made in Varia 10.1 French in Cycle 3 2018-2019. 8.1 would be the first order of business after the approval of the agenda to accommodate student presentation

*GB-210318-01: Catherine Hervieux motioned to approve the agenda with the changes, Natasha Turgeon-DeBonis seconded, unanimous. Motion carried.*

**2.0 Approval of Minutes:**

**2.1 February 20, 2018 meeting:** There was a correction made for guest Paul Viero to Polizo Christodoulakis. There was an addition in 7.1 – The Governing Board recommends the staff consider the reduction in French in Cycle 3 for Subject-Time Allocation for 2019-2010.

*GB-210318-03: Eugene Sakellaropoulos motioned to approve the Minutes with the changes, Catherine Hervieux seconded, 6 for, and 3 abstentions. Motion carried*

**3.0 Business Arising from the Minutes:**

**3.1 Internal Rules of Procedure:** It was noted to review the Internal Rules of Procedures to make changes to the policy for Question Period in September 2018. Presently, parents wishing to ask questions during question period are required to email the Chairperson of Governing Board their question(s) 24 hours in advance.



#### 4.0 Correspondence: None.

**5.0 Question Period for the Public:** The buses returning from Place Bell Free Skate outing were late on March 20, 2018. Question asked as to why teachers were not aware of what time the buses would be arriving. Mr. Ruggi responded first two buses arrived on time but one bus had a delay in boarding the students and was blocking the buses behind it that were ready to leave. Once administration realized the delay, Marie-Lynne sent an email to all the parents (2:47pm). Unfortunately, teachers were already out for supervision. Apologies made for that. In the future, perhaps an announcement could be made to improve communication.

Question was also asked as to where the new monies from grants for Souvenir will be allocated to. Mr. Ruggi answered that within his Principal's Report. Schools in SWLSB such as Souvenir, Laval Junior Academy, Laval Senior Academy, and Crestview, have received monies for renovations and upgrades. Souvenir will allocate to upgrade / renovate boiler room, ventilation, and heating.

#### 6.0 Reports:

##### 6.1 Principal:

- Feb.21 – Governing Board meeting
- Feb. 22 – Blue & Gold Revue field trip to Laval Senior Academy for grade 5 students
- Feb. 22 – Parent-Teacher Night
- Feb. 23 – Articulation meeting with Laval Junior Academy regarding grade 6 students
- Feb. 23 – Ped day
- Feb. 26 – Tubing at Mont Avila
- Feb. 27 – Assemblies for end of term awards
- Mar. 2 – Last day of classes before March break
- Mar. 13 – Observation of transportation and drop-off by Ville de Laval & Laval Police
- Mar. 13 – Musée des Arts field trip for grades 2 & S2/3
- Mar. 14 – Management meeting for all principals
- Mar. 16 - St. Patrick's Day free dress down day, Conseil d'administration meeting at Sports Laval
- Mar. 19 – Press conference to announce new monies for upcoming renovations (summer 2019)
- Mar. 20 – Leadership Summit at Laval Junior Academy, Free skate for grades K – 4 at Place Bell
- Mar. 21 – Souvenir wins the RSEQ/ SWLSB elementary hockey league playoffs, governing board

##### 6.2 Home & School

- There was a free skate at Place Bell for K-grade 6 on March 20, 2018 and H&S paid for the buses.
- H&S Pizza Committee kindly asks administration and teachers not to schedule fieldtrips, tournaments or outings on Tuesdays.
- Enfant & Co would like to offer the grade 5 & 6 students a babysitting course on a PED day. Included in the price \$55 is a resource book for students and they receive a certificate.

*GB-210318-04: Effie Kontakos motioned to approve the babysitting course, Jennifer Bell-Pierre seconded, unanimous.  
Motion carried*



- The bake sale on Parent Teacher night in February raised \$534 for the graduating students.
- The bagging at Mourelatos on February 17 & 18 by the Graduation Committee raised \$1600.
- The Graduation Committee has scheduled the Chocolate Campaign with Laura Secord for March 26 – April 10.
- The graduating students are taking their Graduation photos with cap and gown on March 27.
- The Next H&S meeting is scheduled for Wednesday, April 11th, 2018 at 7pm.
- The next Graduation Committee meeting is scheduled for Tuesday, April 17th, 2018 at 7pm.

### **6.3 Daycare:**

- Promoting to students the benefits of healthy eating. Students are enjoying cooking and eating foods such as zucchini bread and fruit kabobs.

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

- Field Trip Policy and Use of Information & Communication Technology Resources Policy discussed.
- Parent Committee plaques need to be brought to next PC meeting to have an addition added.
- Policy of Governing Boards was discussed, specifically, on what needs GB approval. For informational purposes, the following is the highlights of that discussion. Any educational outing has to be approved by GB. If it is in the name of the school, and/or organized by the school, and even if it is outside school hours. Anything charged to parents must have GB approval regardless of when it is taking place, example on weekends. If it is part of the curriculum – an educational activity- and a cost is involved, it still needs to be approved by GB. The cost, yes, but not the curriculum or educational activity.
- The next Parents' Committee meeting is scheduled for Thursday, April 5, 2018.

### **6.5 Teacher Council:**

- Floating PED days on June 11 and June 22 have been lost.
- Discussion on earlier start times by 10 minutes.
- Textbooks and teaching materials for next year will be discussed.

### **6.6 Community Reps:** No representative and so no report.

## **7.0 New Business:**

**7.1 Minds in Motion (Preparation for Kindergarten Program):** This will be a self-financing Pre-K program in a more expanded format. It will be an 8-week program, from 8:15-11:15, Monday to Friday, at a cost of \$400. It's a 37-day program since there are 3 PED days during those weeks. There are 24 spots available. The ratio will be 8:1 students to educators. Parents can receive tax receipts for the payment.

*GB-210318-05: Krikor Bijian motioned to approve the Minds in Motion Pre-K program, Gary Ersan seconded, unanimous.*  
*Motion carried*



**7.2 Budget Building Process – SWLSB Consultation:** The Budgetary Process 2018-2019 Consultation Document had been emailed to all the GB members prior to the meeting for review. The Budget Building Process Survey 2018-2019 was discussed and completed.

*GB-210318-06: Gary Ersan motioned to approve the responses to the Budget Building Survey, Krikor Bijian seconded, unanimous. Motion carried*

**7.3 Changes to 2017-2018 School Calendar (Moveable Days):** Souvenir has removed the two floating days in June to replace the two school days lost in January. June 11 is designated as Day 5, June 22 is designated as Day 0, and June 21 is designated as Day 6.

**Motion to extend the meeting:** At 8:47 pm, a motion was needed to extend the meeting an additional 15 minutes.

*GB-210318-07: Vicki Krawczyk motioned to extend the meeting an additional 15 minutes, Gary Ersan seconded, unanimous. Motion carried*

**8.0 Field trips & Fundraisers:**

**8.1 Wacky Wednesday Fundraiser for WE Day:** Demi Banousis, Chrisoula Chandris, and Alexia Hadjidimitriou requested to have a dress down day on March 28, 2018. Students will be asked to donate \$1 or \$2. All monies raised will be donated to WE DAY that will benefit children in need, specifically to support children in need in Kenya.

*GB-210318-02: Jennifer Bell-Pierre motioned to approve the Wacky Wednesday Dress Down Day with a new date to be chosen, Effie Kontakos seconded, unanimous. Motion carried*

**8.2 Leadership Trip to Quebec City – May 31, 2018:** Leadership students will visit the National Assembly in Quebec City.

Field Trip:	<b>Quebec City</b>				
Location:	Quebec City	Date:	May 31, 2018	Time:	Full Day
Grades:	Leadership Students	Students:	27	Transportation:	\$40
Organizer:	Ms Martha, Mr Ruggi	Ratio:	TBD	Total:	\$40

*GB-210318-08: Susan Reinblatt motioned to approve the Quebec City trip, Natasha Turgeon DeBonis seconded, unanimous. Motion carried*

**8.3 Ensemble On Tourne (French workshops S5/6 and E61):** Ms Jones would like to have the students prepare a radio program in May or June with date to be determined. There will be two workshops in school, two hours each. It will be at a cost of \$20 for 27 students.

*GB-210318-09: Catherine Hervieux motioned to approve Ensemble On Tourne, Jennifer Bell-Pierre seconded, unanimous. Motion carried*



Souvenir Elementary School  
Ecole primaire Souvenir

**8.4 Ecomuseum – April 30, 2018 (Grade 2 & S2/3):** Ms Jones would like to have the students prepare a radio program in May or June with date to be determined. There will be two workshops in school, two hours each. It will be at a cost of \$20 for 27 students.

Field Trip:	<b>Ecomuseum</b>				
Location:	St Anne de Bellevue	Date:	April 30, 2018	Time:	9:45 am – 1:45 pm
Grades:	Grade 2 and S2/3	Students:	Approx. 90	Cost:	\$15
Organizer:	Ms Jill	Teachers:	6 & 3 supervisors	Ratio:	1:10

*GB-210318-10: Vicki Krawczyk motioned to approve the Ecomuseum field trip, Natasha Turgeon-DeBonis seconded, unanimous  
Motion carried*

#### 9.0 Rentals:

**9.1 Camp Academie Summer Camp 2018:** Camp Academie is interested in returning for summer camp at Souvenir from June 25 – August 17. It will be 5 days a week and holiday. Rental of gym, all the classrooms and cafeteria in basement, schoolyard, side entrance and lobby. Rental will be for \$13 053.96 and with caretaker costs, the profits is approximately \$6000.

*GB-210318-11: Natasha Turgeon-DeBonis motioned to approve the rental for Camp Academie, Gary Ersan seconded, unanimous  
Motion carried*

#### 10.0 Varia:

**10.1 French in Cycle 3 2018-2019:** There was a discussion regarding the amount of French that will be taught in Cycle 3 next school year. A question was asked if there could be resource in French or French programs to target students at risk. Presently at Souvenir, there is French resource, mostly for juniors. Would like to be able to maintain or perhaps increase resource for French in the next school year.

**11.0 Next Meeting:** Wednesday, April 18, 2018 at 7pm.

**12.0 Adjournment:** Meeting was adjourned at 9:16 pm.

*GB-210318-12: Natasha Turgeon-DeBonis motioned to adjourn the meeting, Eugene Sakellaropoulos seconded, unanimous  
Motion carried*

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Eric Ruggi  
Principal

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Jimmy Abraham  
Chairperson

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Effie Kontakos  
Secretary