



Souvenir Elementary School Governing Board Minutes Wednesday, May 16, 2018

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

Principal: Eric Ruggi

Secretary: Effie Kontakos

Regrets: Catherine Hervieux, Cheryl Smith, Dimitra Sideris (Alternate Delegate)

Guests: Polizoi Christodoulakis, George Foutrakis

0.0 Verification of Quorum: Jimmy Abraham confirmed quorum and began the meeting at 7:07pm.

1.0 Approval of Agenda: No additions. New Business 7.0 will be discussed before Reports 6.0.

GB-160518-01: Natasha Turgeon-DeBonis motioned to approve the agenda, Jennifer Bell-Pierre seconded, unanimous. Motion carried.

2.0 Approval of Minutes:

2.1 April 18, 2018 meeting: There was a spelling error to be corrected.

GB-160518-02: Natasha Turgeon-DeBonis motioned to approve the agenda, Jennifer Bell-Pierre seconded, unanimous. Motion carried.

3.0 Business Arising from the Minutes:

3.1 Start Time for 2018-2019: For the 2018-2019 school year, school will start at 7:50 am and dismissal will be at 2:30 pm. Parents will be notified.

3.2 Parent Survey: Parent Survey will be sent out this week to the parents.

4.0 Correspondence: Refer to 7.7.

5.0 Question Period for the Public: Question was asked regarding possibility for a French Immersion Program at Souvenir. Response: Subject Time Allocation (STA) is discussed annually at Governing Board. The percentage of French will be re-visited again next year.

Second question: When will Minutes of February and March be posted? Response: Minutes are always posted once they are approved at Governing Board. February and March Minutes have been posted and the April Minutes will be posted once that they have been approved by Governing Board.



6.0 Reports:

6.1 Principal:

- Apr. 18 – Governing Board meeting
- Apr. 24 – Association Executive Meeting with Director General
- Apr. 25 – Administrative Professionals Day
- Apr. 25 – Passing of Mr. Paul Lamoureux (SWLSB Director General)
- Apr. 26 – Additional monies allocated by MEES for Library books.
- Apr. 27 – Ped Day, Basketball Tournament at Laval Junior, Labour Relations Committee meeting
- Apr. 30 – EcoMuseum field trip for Grade 2 & 2/3, IEP day for teachers
- May 1 – Aladdin Jr. play for Grade 5 at Laval Junior Academy
- May 2 – IEP day for teachers, Management & principals meeting at the school board
- May 3 – Ville de Laval announces grant for planting ten trees on school grounds is approved
- May 4 – Conseil d'administration Sports Laval (RSEQ Laval)
- May 4 – Regroupement Lavallois pour la Perseverance Scolaire announces grant for SWLSB Laval mini league for 2018-2019
- May 8 – Teacher Council meeting
- May 9 – Attended presentation at the school board about Accommodating Transgender / Non-Binary students in schools.
- May 10 – Meeting with contractor for kitchen renovations
- May 10 – June 7 – Powerful Me Workshops (4-6)
- May 16 – Governing Board meeting, Teacher Council meeting, meeting with Elections Quebec, meeting with Sports Laval (RSEQ) regarding administrative guidelines
- May 14-16 – Daycare Appreciation Week

Upcoming...

- May 22 – Tree Planting
- May 23 – IEP day for teachers
- May 25 – Kindergarten orientation, workshop for teachers on Evaluation (Adapted vs. Modified Programs)
- May 25 – Volleyball Tournament at LJA
- May 25 – Flag Football Tournament at RHS
- May 28 – Special Needs Committee Meeting
- May 28 – Storytelling Evening (6-8PM) (K-3)
- May 29 – Hip Hop Mini Show (3:00-3:45 PM)
- May 30 – STL Information Session for Grade 6 students
- May 31 – SWLSB Laurier Gala & StarFest
- June 6 – Principals meeting at the school board
- June 8 – Movie Night in the schoolyard
- June 11 – IDT meeting, SWLSB Leadership & Volunteer Recognition Night at Colossus
- June 13 – Songbirds concert
- June 14 – SWLF Lobster Dinner & Gala



- June 15 – Leadership end-of-year Celebration
- June 19 – Grade 6 Graduation & Prom
- June 22 – Last day of school

6.2 Home & School:

- Attended the QFHSA Annual General Meeting on April 28. The Board of Directors are working on resolutions to present to the Ministry:
 - * Wider Access to English Education
 - * Healthy Sleep and School Start Times
- Also, at the AGM, there was a presentation given by Accent Quebec. It is an online platform providing resource collections in French designed to support teachers, students, and parents to improve French as a second language. accentquebec.com
- Home & School would like to have an outdoor Movie night on Friday, June 8. Students will be charged \$5 for entrance, popcorn and a drink. Additional items will be available for sale like chips, popcorn, and drinks. The movie has not yet been selected. In case of rain, no rain day will be scheduled, and parents will be refunded.

GB-160518-010: Effie Kontakos motioned to approve Movie Night in the school yard, Natasha Turgeon-Debonis seconded, unanimous. Motion carried

- Ice cream Day has been removed from the scheduled day of June 8. We are in the process of trying to find a new supplier, so, it will either be rescheduled or cancelled depending on our ability to find a new company with an availability in June.
- A memo will be sent out next week, week of May 21, to inform parents about Fun Day on Thursday, June 14th. Students enjoy the inflatables – juniors in the morning and seniors after lunch. Students will receive two free hot dogs and water for lunch. They will also receive a free Slushie and free cotton candy. Nothing extra will be sold on that day.
- The Home & School Committee had their elections on May 9, 2018. An invitation was sent to all parents of the school to encourage new parents to become members. No new parents attended. The following parents were elected to form the Executive Committee for 2018-2019:
 President: Effie Kontakos, Vice-President: Gary Ersan, Treasurer: Natasha Gamsaragan,
 Co-Treasurer: Peter Ferentinos, Secretaries: Carmela Anobile and Beverly Canelho,
 Membership: Tracy Reynolds, Newsletter: Andrea Petschner, Fundraising: Susana Huber,
 Volunteers: Franca Folino and Rachel Primiani, and Co-signer: Liza Michailidis.
 The next Home & School meeting is scheduled for Tuesday, June 12, 2018 at 7pm

Graduation Committee Report

- The Laura Secord chocolate fundraiser raised \$3 384 in profit. There were 104 boxes ordered and 23 were returned to the company.
- The committee has ended their fundraising and is in the planning and organizing process.
- The Graduation Ceremony will be held on Tuesday, June 19, at Chateau Royale Reception Hall.
- The next Graduation Committee meeting is scheduled for Tuesday, May 22, 2018



6.3 Daycare:

- April 27th, Mamma Mia, Pizzeria. 35 students making pizza and dessert.
- There is an upcoming PED day on May 25th and the students will be going to the big Jamboree that is taking place in Oka park. There are about 5-6 other SWLSB daycares that will be attending. The activity, the idea of being a secret agent, will be animated by a company called Activac. Schools will be competing against each other. There will also be separate team-building activities for the educators. So far, 25 students have registered to attend this PED day activity.
- The 2018-2019 documents have been created and will be updated after this Governing Board meeting with the corresponding PED days that will be included in our schedule.
- Registrations were sent on May 7th and will be given to the parents at our upcoming Kindergarten Orientation Day.
- There will be a staff meeting with the daycare team May 17th to review how the year has gone and discuss the things we need to work on for the 2018-2019 school year.

6.4 Parents' Committee:

- The policy on Respect for Diversity was reviewed and recommendations given.
- The School Daycare Services Policy was reviewed and accepted.
- The Parents' Committee will not renew the contract for their website. Minutes will be posted on the SWLSB in the future. A subcommittee was formed to bring ideas at the next meeting regarding using Facebook as a means of communicating to the parents.
- The same presentation on a Special Project 240 School, given at the Town Hall Meeting on April 4, 2018, was presented to the delegates. If the public would support a new 240 Special Project high school in Laval, that would give the SWLSB a mandate and then the SWLSB would put an application to the Ministry in June 2018. Such a school, SWLSB believes, would revitalize and diversify the curriculum, increase enrollment, increase graduation rates, and satisfy parental demand. All Governing Boards will be asked to discuss this matter and for a resolution on this at their next meetings in May.
- The next Parents' Committee meeting is scheduled for Thursday, June 7, 2018 at 7:15pm at the SWLSB Head Office.

6.5 Teacher Council: Textbooks were discussed. Interviews for Parent Teacher Interviews for the next school year 2018-2019 will be scheduled from 3:30 – 6:30 pm.

6.6 Community Reps: No report.

7.0 New Business:

7.1 School Calendar 2018-2019: The calendar was reviewed and approved. The usual procedure is that a base calendar is proposed by the SWLSB for all schools. Schools then add 5 more PED days, (3 placed after March 31), to the 15 School Board PED days, add the start and end of terms and Parent Teacher Nights are scheduled for August, November, and February. Governing Board approves or not the school calendar and cannot make any changes to it.



GB-160518-03: Effie Kontakos motioned to approve the School Calendar for 2018-2019 as presented., Susan Reinblatt seconded, unanimous. Motion carried

7.2 Workbooks and Fees for 2018-2019: The cost of workbooks and fees was reviewed and discussed. Some adjustments were made to the fees in terms of calculations.

GB-160518-04: Krikor Bijian motioned to approve the workbooks and fees for 2018-2019 with the changes, Natasha Turgeon-DeBonis seconded, 9 for, 1 abstention. Motion carried

7.3 School Budget for 2018-2019: The School Budget was presented and discussed.

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;

Eugene Sakellaropoulos 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 \$ 209 315.73 and expenditures of \$ 209 315.73

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

Seconded by **Natasha Turgeon-Debonis**. Unanimous. Motion carried.

GB160518-05

7.4 Consultation School Daycare Services Policy: Informational. Members may send in their recommendations regarding this policy.

7.5 Consultation Policy on Respect for Diversity: Informational. Members may send in their recommendations regarding this policy.

7.6 Governing Board Annual Activity Report: Report will be presented at GB meeting in June.

7.7 SWLF June 14, 2018 Gala: The Lobster Fest Gala will be at Chateau Royale. Tickets are \$175.

GB-160518-07: Jennifer Bell-Pierre motioned to approve the purchase of two tickets for the Gala, Natasha Turgeon-DeBonis seconded, unanimous. Motion carried



Please note:

Eugene Sakellaropoulos left the meeting and Gary Ersan, Alternate Delegate, replaced him as a voting Governing Board member.

7.8 Dress Code Supplier 2018-2019: Proposing to use the same supplier as last year, Triangulum. Feedback from parents was positive, good quality and the main advantage is that students stay in dress code. Souvenir logo on shirts, etc., promotes pride in the school. Clothes can be ordered and will be on sale at school on June 7th from 2:45-6:00pm. Parents can pick up their clothes ordered on August 28th from 5-7 pm.

GB-160518-08: Krikor Bijian motioned to approve Triangulum as the supplier and the pricelist, Gary Ersan seconded, unanimous. Motion carried

7.9 SWLSB Consultation Special Project School: The School Board & Council of Commissioners are asking the community and Governing Boards if they would support a Special Project School.

GB-160518-09

WHEREAS the Sir Wilfrid Laurier School Board (SWLSB) has informed the Governing Boards of the ongoing declining student enrolment and is seeking support to maintain and increase enrolment in its schools;
WHEREAS, over a number of years families have elected to leave the SWLSB for other educational programs;
WHEREAS the SWLSB wishes to retain and/or repatriate students who have elected to leave the SWLSB;
WHEREAS the parents of the SWLSB feel that the school board has always been open to the ideas and opinions of parents, especially with respect to the educational priorities;
WHEREAS the SWLSB wishes to improve its enriched program offerings in order to meet the needs of a diverse student population;

WHEREAS section 240 of the Education Act states

“By way of exception, at the request of a group of parents and after consulting with the parents’ committee, a school board may, with the Minister’s approval, establish a school for the purposes of a specific project other than a religious project, subject to the conditions and for the period determined by the Minister.

The school board may determine the criteria for the enrollment of the students in that school.”

WHEREAS the SWLSB is confident that a Special Project School will fulfill these needs;

WHEREAS the SWLSB wishes to establish a school under section 240 based on an educational project focused on a specific pedagogical approach or on a specific program and on a particular organization of the curriculum;

Peter Koutroumanis MOVED THAT and **Gary Ersan** seconded that the Governing Board of **Souvenir Elementary School** recommend to the Council of Commissioners of the Sir Wilfrid Laurier School Board that the Interim Director General be mandated to take the necessary steps to apply to the Ministère de l’Éducation et de l’Enseignement supérieur for a special Project School based on the provisions established under section 240 of the Education Act for public education;

AND THAT, after consultation, the Council determine the purpose and location of the Special Project School. Unanimous. Motion carried



7.10 School Class Supplies List 2018-2019: The class supplies lists were reviewed and discussed.

GB-160518-06: Effie Kontakos motioned to approve the class supplies lists for 2018-2019, Jennifer Bell-Pierre seconded, unanimous. Motion carried

Motion to extend the meeting:

At 9:13 pm, a motion was needed to extend the meeting an additional 15 minutes.

GB-160518-011: Susan Reinblatt motioned to extend the meeting an additional 15 minutes, Gary Ersan seconded, unanimous. Motion carried

8.0 Field trips & Fundraisers:

8.1 Annual plan for field trips, fundraisers and special events: There will be an annual plan for field trips, fundraisers, and special events, to plan in advance and to be able to communicate in advance.

9.0 Rentals: None.

10.0 Varia:

10.1 Timing to Approve Lunch Menus and Prices: The Lunch menu, prices, and supplier was discussed. The SWLSB signs a contract with the food supplier and a SWLSB nutritionist approves the menu. A concern was noted that the cafeteria no longer sells milk and has replaced it with juice. Parents are encouraged to communicate their concerns to Mr. Rick, Souvenir's lunch food caterer.

11.0 Next Meeting: Wednesday, June 20, 2018 at 7pm. Dinner for Governing Board members will be at 6pm.

12.0 Adjournment: Meeting was adjourned at 9:32 pm.

GB-160518-012: Gary Ersan motioned to adjourn the meeting, Natasha Turgeon-DeBonis seconded, unanimous. Motion carried

Eric Ruggi
Principal

Jimmy Abraham
Chairperson

Effie Kontakos
Secretary