

# **SOUVENIR ELEMENTARY SCHOOL GOVERNING BOARD 2017-2018 ANNUAL ACTIVITY REPORT**

Our governing board held its annual General Assembly of Parents and elections for parent representatives on Tuesday August 29, 2017. The governing board held 10 regular meetings from September 2017 to June 2018 (one per month).

## **1. The School**

Souvenir Elementary School was originally founded as a high school for the St-Martin School Board in 1963. In 1965 it became an elementary school for the Chomedey community. Through the years, Souvenir has maintained a thriving, multicultural population. Souvenir has a long tradition as a meaningful and challenging learning experience in a warm and positive environment. It is committed to providing an environment that promotes student self-worth in which the unique social, emotional, physical and intellectual needs of elementary school learners are addressed. Combined with home and community, the environment gives students the opportunity to develop their potential. Souvenir's mission is to foster the development of lifelong learners and responsible citizens.

## **2. Programs**

The philosophy of Souvenir Elementary School is that all children can be successful. It is also our belief that when parent, child, and staff communicate in a positive way on a regular basis, the child will succeed.

Souvenir is a bilingual school with Kindergarten being taught with 20% English and 80% French. The Cycles 1, 2 and 3 are taught at 53% English and 47% French.

## **3. The Governing Board**

### Composition

This year's governing board was composed of the following:

Parents: Jimmy Abraham (Chairperson), Eugene Sakellaropoulos (Vice-chairperson), Krikor Bijian (Treasurer), Effie Kontakos (Parent Committee Representative and secretary Feb. – May), Peter Koutroumanis, Vicki Krawczyk, Gary Ersan (Alternate), Dimitra Sideris (Alternate)

Teachers: Jennifer Bell-Pierre, Catherine Hervieux, Elisa Mucciardi, Susan Reinblatt

Support Staff: Natasha Turgeon De Bonis

Professional: Cheryl Smith

Principal: Eric Ruggi

## **4. Field trips**

Several field trips were approved throughout the school year. Most were approved at regular meetings while some were approved using electronic voting via email.

## **5. Academics**

The governing board reviewed and approved the school's subject time allocation for 2018-2019, and the strategic plan and MESA for the 2017-2018 academic year in order to ensure that strategies are in place to either maintain or improve its current success rates. The governing board approved a change to the 2018-2019 subject-time allocation by **increasing** the amount of time for science and math by one hour each in grades 5 & 6 to focus on a new STEM initiative. Consequently, the amount of time for French was **reduced** by two hours.

## **6. Responsibilities & Matters Decided**

The governing board approved the Anti-Bullying Anti-Violence Plan and several other MEES initiatives to promote student success (including the Starting Right Measure). The governing board was consulted and provided feedback to the school board regarding the following policies: SWLSB Budget Building Process Consultation, Criteria for the Selection of the Principal, the Deeds of Establishment, the Policy on Respect for Diversity, the Daycare Services Policy, the Special Project School, the Commitment to Success Plan, Amendments to the By-Law Establishing Procedures for the Examination of Complaints from Students & Parents, the Field Trip Policy, the IT Policy and The Sir Wilfrid Laurier School Board Enrollment Criteria. Furthermore, the governing board authorized a parent survey to determine the topic of a parent workshop.

## **7. Financial Matters**

The governing board participated in the school board's budget consultation process and made recommendations for budget priorities. The governing board also reviewed and approved the school's 2018-2019 budget, each grades school supplies list, and the list of items to be charged to parents, which includes workbooks and other fees. Our school strives to maintain fees at the lowest level possible and to create reasonable supply lists that place the least financial burden on our community. The governing board also maintained a balanced budget of its own.

## **8. School premises**

The governing board oversaw the creation and operation of a MEES subsidized daycare for the 2017-2018 school year. The transition from a private daycare to a school MEES daycare has been smooth. The governing board congratulates the entire daycare team for a successful first year. The governing board also approved various rental requests from community groups and private individuals for the use of school facilities. Most importantly, the governing board approved the rental of the school for a large summer camp. The rental rates have been standardized for everyone and are in line with common rates.

## **9. School activities**

The governing board approved the school calendar for 2018-2019, including the timing of parent-teacher meetings and ped days. We agreed that the first parent-teacher meeting and General Assembly of Parents is best before the first day of school. The governing board was supportive of the various fundraisers and many activities throughout the school year. These include the Scholastic Book Fair, Field Trips, AGAPE Christmas Basket Drive, Sports Teams, Fun Day and much more.

**An extra special thank you to the school administration, teachers, staff, volunteers and parents who contributed to making 2017-2018 a successful year for the Souvenir Elementary School Community.**

Respectfully submitted,

Jimmy Abraham  
Governing Board Chairperson