



Souvenir Elementary School Governing Board Minutes Wednesday, December 19, 2018

Present: Krikor Bijian, Jill Davey, Effie Kontakos, Peter Koutroumanis, Cheryl Smith, Maria Daklaras, Polizoi Christodoulakis (alternate), George Foutrakis (alternate for Gary Ersan), Vicki Krawczyk, Peter Ferentinos, Alannah Ferreira Morris, Naima Meziani

Regrets:, Gary Ersan, Susan Reinblatt, Jennifer Bell-Pierre, Julie Thibert

Principal: Eric Ruggi

Secretary : Cheryl Smith

Guests: John Hatzichristos

Meeting was called to order at 7:10 pm

0.0 Verification of Quorum – Krikor Bijian confirmed the quorum – with the absence of one parent member, George Foutrakis was mandated to be an alternate parent member for the December 19, 2018 meeting. With the absence of two teachers, Naima Meziani was mandated to be an alternate teacher member for the December 19, 2018 meeting.

1.0 Approval of Agenda

GB-19/12#1: George Foutrakis moved and Effie Kontakos, seconded the motion to approve the agenda with the following changes:

- 3.2 After School Activities
- 8.2 Leadership Bake Sales
- 8.3 We Day – February 12, 2019 Field Trip

Unanimous

Motion passed.

1.1 Appointment of Secretary

GB-19/12#2: George Foutrakis moved and Alannah Ferreira Morris seconded the motion to appoint Cheryl Smith as acting secretary.

Unanimous

Motion passed.

2.0 Approval of minutes

- 2.1 November 20, 2018 meeting (Resolution)



GB – 19/12#3: *Jill Davey moved and George Foutrakis seconded to approve the November 20, 2018 minutes with the changes:*

5 for – 5 abstention

Motion passed.

3.0 Business Arising from the Minutes

3.1 Pick Up/ Drop Off Zone – Mr Ruggi reported that on November 28th, 2018 representatives from both the Ville de Laval and SWLSB were present to evaluate the current situation at Souvenir. Some concerns were discussed and solutions are being considered, in particular:

- snow removal (a minimum of 15 cm of snow must fall for snow removal along the street),
- a cross walk (the suggested area is too close to the existing crosswalk which is staffed with a crossing guard at the corner),
- the 15 minute parking zone (could this area be extended or the time be re-zoned as a loading – unloading area only).
- The city will not come to our meetings but will deal with our liaison at the school board.

3.2 After School Activities – Krikor Bijian distributed a list of the afterschool activities that are offered at Hillcrest Academy. The possibility of offering additional activities was discussed. Potential problems include space for the activities, the control of students attending these activities, the cost, and the issue that some parents use these activities as a day care alternative. Many lunch-time activities are also being offered. At this point, we will continue to consider with parents and outside organizations the possibilities of offering other activities.

4.0 **Correspondence** - none

5.0 Question Period for the Public (Discussion)

5.1 A question regarding the potential sale of a hoodie for Grade 6 students for their graduation was discussed. The issue is being referred to the Grad Committee. Effie Kontakos will prepare a letter to be sent to parents in January outlining the cost of the hoodie.

GB-19/12#4: George Foutrakis moved and Peter Koutroumanis seconded the motion to ask parents to purchase a hoodie for the grade 6 students for approximately \$25.00. The letter will have the exact price outlined for parents.

Unanimous

Motion passed.



5.2 A parent expressed concern regarding supervision at Place Bell during a recent Hockey Tournament when a child was injured. Mr. Ruggi explained the situation and assured the members that the staff follow the protocols of supervision, mandated by the GB, for every outing and field trip

6.0 Reports

6.1 Principal -

Mr Ruggi highlighted some of the following events:

Nov. 21 – Report cards emailed home

Nov. 22 – Parent-Teacher Meetings

Nov. 23 – Ped Day, IEP reviews

Nov. 27 – OurSchool survey feedback sessions for Grades 4, 5 and 6, Special Needs Committee Meeting

Nov. 28 – Ville de Laval inspection of drop-off zone, Principals meeting

Nov. 29 – End of term assemblies, staff Christmas Party

Nov. 30 – Ped day, RSEQ ball hockey tournament at LJA, staff meeting, sexuality education training/workshop

Dec. 3 – Start of Food Drive for Agape

Dec. 7 – Board of directors meeting at Sports Laval

Dec. 10 – Teacher Council meeting, Pink in the City Donation at MUHC

Dec. 11 – 2nd Hockey tournament of the year at Place Bell

Dec. 14 – Leadership Holiday Lunch, National Anthem Choir at Place Bell

Dec. 17 – Annual Kindergarten Snowman Activity with Mr. Ruggi & Mrs. Cortese

Dec. 18 – IEP Reviews

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

Upcoming

January 7 – First Day back from Break

January 14–18 – Leadership Bake Sale

January 14-31 – Grad Committee Frozen Cookie Dough Fundraiser

January 16 – Principals meeting

January 21 – Teacher Council Meeting

January 22 – Special Needs Committee meeting, Hockey Tournament at Place Bell

January 23 – Principals professional development session

January 28 – Ped Day, Kindergarten 2019 Information Session 7-9 AM, 4-6 PM

January 29 – Grade 1 Field Trip to Maison des Arts

January 30 – February 1 – Grade 5 Winter Camp

January 31 – Mental Health Training Workshop



6.2 Daycare

- Ped day attendance has been very good lately. 52 children attended the field trip to Kidtopia on November 23 and 62 children attended the Christmas PJ Party on November 30. Our next ped day is on January 28, so far the plan is to have an in school ped day where students will be chefs for the day making their snack, lunch and dessert.
- Parent feedback for the snacks has been good so far. For the most part, kids are excited to get their snacks and look forward to snack days.
- The theme for December in daycare has been Christmas. The daycare area has been decorated in decorations and some decorations have been put in the office as well at Marie-Lynne's request
- Lastly, since last week, I have been replacing in Ms. Jennifer's grade 6 class as I have my teaching certificate. Ms. Angela has been replacing me since then and the transition has been seamless. She has been working in daycare for many years and has replaced in the past. I am still working very closely with Ms. Angela and running things in the background. Everything has been going well so far and I will be returning to the daycare full time upon either Ms. Jennifer or Ms. Nasa's return.

6.2 Home & School

- The H&S will be funding the Holiday Breakfast for the students and Santa's Visit.
- The Committee would like Fun Day or Fun Fest to be approved for June. Dates to be considered for the event are June 6th or 13th. H&S would like to reserve the inflatables and Slushies for the event.

GB-19/12#5: Vicki Krawczyk, moved and George Foutrakis seconded to hold the annual Fun Fest on June 13th (or 14th if raining) if approved by Teacher Council and that it does not conflict with the Grade 6 exam schedule.

Unanimous

Motion passed.

- H&S would like to plan a free Ice Cream Day for students in June. We ask that Teacher Council recommend dates. We will see what dates are available from the suppliers.
- The Grad Committee has raised \$1089 with bagging and has additional funds from the sale of chocolates. In total, they have raised approximately \$5000 of their \$14,000 budget.
- The funds raised for the Winter Wonderland Dance being organized for January 24th, 2019, will be allocated to the costs of the graduation ceremony and dinner in June.
- The Graduation Committee would like to hold a QSP Frozen Cookie Dough Fundraiser from January 14th to 31st for the grade 6 students. Delivery would be February 21st or 25th. Cookie dough and loafs can be ordered with prices ranging from \$17-\$20.



GB-19/12#6: *Vicki Krawczyk, moved and Alannah Ferreira Morris seconded to hold a Cookie Dough sale by the Grade 6 students for their grad.*

Unanimous

Motion passed.

- The Graduation Committee would like to hold a Comedy Night with Franco Taddeo on February 22, 2019, at Palace Reception Hall. Tickets will be \$60 or \$65. All profits will be allocated to paying for the cost of the graduation.

GB-19/12#7: *Vicki Krawczyk, moved and George Foutrakis seconded to hold a Comedy Night at the Palace to raise money for the Grade 6 graduation.*

9 for - 1 against

Motion passed.

- The Graduation ceremony has been scheduled for Tuesday, June 18th at Embassy Reception Halls.
- The next Graduation Committee meeting is on Thursday, January 10th, 2019 and the next Home & School meeting is on Wednesday, January 16th, 2019.

6.4 Parents Committee

- There was a special meeting on November 21st for the election of the Commissioner of Ward 5. The Parents' Committee was consulted and the Council of Commissioners elected Bob Pellerin.
- The Parents' Committee has a Facebook page. Parents will have access to information, schools may send the PC items they want to post about events and workshops at their school.
- The 2019-2020 Calendar was reviewed.
- Responses for the Deeds of Establishment and Three-Year Plan are due by January 11th, 2019.
- The Commitment to Success Plan was launched on December 12th. The CTSP document is available on the SWLSB website. A CTSP video has also been posted on the website.
- The next Parents' Committee meeting is on Thursday, February 7th, 2019.

6.5 Teacher Council

- Subject Time Allocation – the TC and a whole staff meeting discussed Subject Time Allocation and have decided unanimously to keep the status quo because they feel that we need more time to evaluate the success of the new STEM program.
- Information session for incoming kindergarten students in morning and evening will take place on January 28th, 2019.



6.6 Community Reps – no report.

7.0 New Business

7.1 Summary of 2018-2019 Measures & Grants – Update

Mr. Ruggi distributed an updated summary of measures. The only change this month is related to the new Sexuality Education program. Five teachers attended a workshop and will meet in January to decide who, when, and what resources are necessary for the program which will need to be taught to all the grades. The implementation of the program will be gradual and the GB will be informed of the plan.

7.2 Subject Time Allocations – Mr. Ruggi explained the process that has been taken up to this point with the staff and the decision to keep the status quo in the STA. He discussed the possibilities of having students in Cycle 3 be split into various groups for French based on their language ability. This will create some scheduling challenges, but by streaming the students in French, it will satisfy the needs of some of the parents who want more intensive French for the children and will also help the weaker children. It will be the decision of administration and teachers which students will be placed in the enriched French classes. This streaming would only affect the French second language aspect of their academics and no other areas.

Motion to Extend the Meeting

GB19/12 #7 – Peter Ferentinos moved and George Foutrakis seconded that we extend the meeting to 9:45pm.

Unanimous

Motion passed.

Maria Daklaris left the meeting at 9:23 pm.

GB19/12 #8 – Vicki Krawczyk, moved and Jill Davey seconded the adoption of the Subject Time Allocation as per the recommendation of the Teacher Council and Mr. Ruggi to accept the same STA as this year.

Unanimous

Motion passed.

7.3 Deed of Establishment

Eric Ruggi distributed the 2019-2020 Deed of Establishment for Souvenir Elementary School and explained that it would need to be updated to reflect that Souvenir now houses a Vocational course for Daycare Educators in conjunction with the SWLSB Vocational Centre every Tuesday and Thursday evening.



Souvenir Elementary School
École primaire Souvenir

GB19/12 #9 – George Foutrakis, moved and Jill Davey seconded the adoption of the Deed of Establishment with the changes proposed regarding the Daycare Educators Vocational Program as per Section 39 of the Education Act.

Unanimous

Motion passed.

7.4 Content of Sexuality Education – Yearly Plan - tabled

7.5 Parent Workshop for 2019 - Survey

Mr. Ruggi read a letter from a parent who expressed appreciation for the parent workshop that Souvenir offered in October on homework strategies. We discussed the possibility of offering another workshop in the Spring and it was suggested that rather than surveying the parents again we look at last year's survey results and chose the second choice and offer that workshop to parents.

7.5 Milk Program

The idea of offering milk to students was discussed. This program is not offered to Souvenir because we do not fit in the Socio-economic level that receives subsidies for a daily milk distribution program. Mr. Ruggi will discuss with the cafeteria personnel about the possibility of offering milk for purchase.

8.0 Field trips & Fundraisers

8.1 Ronald McDonald House – February 14th, 2019 – 3rd Annual Fund-raiser (Supplies & Dress Down Day – children wear pink & red – all funds go to the Ronald McDonald House.

GB19/12 #10 – George Foutrakis, moved and Effie Kontakos seconded the approval of this annual fund-raiser for Ronald McDonald House.

Unanimous

Motion passed.

8.1 Leadership Bake Sales – Miss Martha and her leadership students will hold five days of bake sales in the cafeteria to raise money to “adopt” an elephant and to pay for transportation for We Day in February.

GB19/12 #11 – Effie Kontakos moved and Peter Ferentinos seconded the approval of the bake sales.

Unanimous

Motion passed.

8.1 Leadership – We Day – February 12, 2019 – Miss Martha and the leadership students will attend the annual Montreal We Day event at Theatre St-Denis. We have 45 free tickets. The buses will be paid for by the fund-raising at the bake sales.



GB19/12 #12 – *Alannah Ferreira Morris moved and Vicki Kramczyk seconded the approval of the We Day field trip.*

Unanimous

Motion passed.

9.0 Rentals

9.1 Update regarding La Troupe Folklorique Grecque Syrtaki

Mr Ruggi reported that the group has decided to break their contract and take their program elsewhere. They were reimbursed for the remainder of their rental that they had paid for in advance.

11.0 Next Meeting:

12.0 Adjournment (Resolution)

GB – 19/12 #13 – *Alannah Ferreira Morris moved and Jill Davey seconded the motion to adjourn the meeting at 9:45pm.*

Unanimous.

Motion passed.

E. Ruggi

K. Bijian

C. Smith