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**Souvenir Elementary School**

**Governing Board Minutes**

**Tuesday, November 20, 2018**

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**Present:** Krikor Bijian, Jill Davey, Peter Ferentinos, George Fourtrakis (Alternate for Gary Ersan), Catherine Hervieux (Alternate for Maria Daklaras), Peter Kountroumanis, Vicki Krawczyk, Isabelle Nathan-Frenette (Alternate for Jennifer Bell-Pierre), Susan Reinblatt

**Guests:** Alexia Hadjidimitriou, Christina Linhares, Teya Sieu and Jewel Tilner

**Principal:** Eric Ruggi

**Secretary:** Vicki Krawczyk

**Regrets:** Cheryl Smith, Julie Thibert, Gary Ersan, Effie Kontakos, Maria Daklaras, Alannah Ferreira Morris, Polizoi Christodoulakis, Jennifer Bell-Pierre

**0.0 Verification of Quorum**

Krikor Bijian confirmed quorum and began the meeting at 7:00 PM.

**1.0 Approval of Agenda**

**GB – 20-11-18-01:** George Fourtrakis motioned to approve the agenda with the addition of item 6.1 Chairperson's Report and the addition of items 8.2 and 8.3. Seconded by Jill Davey.

Unanimous

**Motion passed**

**GB – 20-11-18-02:** \_\_\_\_\_ motioned to nominate Vicki Krawczyk as secretary for this meeting in the elected secretary's absence. Seconded by \_\_\_\_\_.

Unanimous

**Motion passed**

## 2.0 Approval of minutes of

### 2.1 October 17, 2018 meeting

**GB -20-11-18-03** – Vicki Krawczyk motioned to approve the minutes of the October 17, 2018 meeting with the following changes:

- List of members present: Add first name Peter in explaining George Foutrakis as Delegate.
- Item 4.0: remove words “further to”
- Item 8.3: Add space after \$3 and remove space after Information
- Item 8.4: Add space after 17<sup>th</sup>

Seconded by George Foutrakis

4 in favour, 5 abstentions

**Motion passed**

## 3.0 Business Arising from the Minutes

### 3.1 Updates re: ABAV initiatives

- Cheryl Smith will be visiting all grade 4, 5 and 6 classes November 27<sup>th</sup> to provide feedback on the surveys from 2017-2018. She will also be explaining how the survey works and providing definitions to prepare for the upcoming one.
- On November 28<sup>th</sup>, there will be assemblies for all grade levels to explain the “Stepping up Program”. Ms. Martha will be coordinating with students from each grade to hear what the program means to them. At each assembly afterwards, a group of students will speak either live or by video. The goal is to target three to four themes or phrases per assembly.
- The vocal group recorded their version of the national anthem with the help of Ms. Jill as well as two teachers from Laval Senior Academy, Mr. Simms and Mr. Cookson. Mr. Ruggi has asked that this vocal group begin to record a “school song” which will be composed by Mr. Cookson. The lyrics will require certain key words provided by Mr. Ruggi with the aim to provide a message of what our school stands for and to create a sense of belonging within the school. Once ready, the national anthem will be played on Mondays while this school song will be played on Fridays.

## 4.0 Correspondence

- The Sir Wilfrid Laurier Foundation provided documentation and an invitation to the Gala. It will take place on January 24, 2018 at Embassy Plaza. The cost is \$225, a tax receipt for half the amount can be provided.
- The new school commissioner James Di Sano introduced himself to our governing board chairperson and asked to attend our governing board meeting. Krikor Bijian said he is welcome to attend when he would like to present something to our members.

## 5.0 Question Period for the Public

- Grade six students Alexia Hadjidimitriou, Christina Linhares, Teya Sieu and Jewel Tilner came to present their fundraiser idea of a “Winter Wonderland Dance”. This dance would be held on January 24<sup>th</sup> from

6:30pm-8:30pm for all grade 5 and 6 students interested. Tickets would need to be sold in advance at \$5 each, which would need to cover light refreshments. The goal is to have a fun formal while help fund for graduation hoodies. They will need teacher volunteers of which they already have five so far. Governing board members had concerns about the price and the date. As this was the students' initiative, more details will be needed; however, the members applauded their leadership.

**GB-20-11-18-04:** Peter Kountromanis motioned to approve the "Winter Wonderland Dance" with the date and price to be determined, seconded by George Foutrakis

*Unanimous*

**Motion passed**

## **6.0 Reports**

### 6.1 Chairperson's Report

Krikor Bijian entered into a closed session (in camera).

### 6.2 Principal's Report

Oct. 22 – Raise Craze at the MUHC for grade 6 students, meeting with Pedagogical Services regarding procedures for Educational Project, new school board Chairperson elected: Mr. Paolo Galati

Oct. 25 – Field Trip to Arundel for Leadership Training for Grade 5 students, Mrs. Cortese attended the annual SWLSB retirement dinner

Oct. 29 – Attended the annual General Assembly of Sports Laval and was nominated as the SWLSB representative for another year

Oct. 30 – Meet the teacher night for Mrs. Baronian

Oct. 31 – Halloween activities

Nov. 2 – End of Term 1, exterior valve installed for schoolyard ice rink

Nov. 7 – Professional Relations Committee meeting at school board

Nov. 8 – Remembrance Day Assemblies, Grade 4 vaccinations

Nov. 9 – Ped Day, RSEQ Handball & Flag Football Tournaments at LSA - both teams won their tournament, National Anthem Choir recorded the 2018 version of the anthem

Nov. 11 – Remembrance Day Field Trip to Ottawa for Leadership students

Nov. 12 – Visit from our new school commissioner (James Di Sano), teacher council meeting, pre-audit of administration files

Nov. 13 – Pre-audit of daycare files

Nov. 14 – WE Day field trip to Ottawa for Leadership students

Nov. 19 – SWLSB Kindergarten Information Session for Laval elementary schools, start of Daycare Snack Program for all students

Nov. 20 – First hockey tournament of the year at Place Bell, Governing Board meeting

Ongoing this past month – Storyteller in Library for all classes, SWLSB Bus Safety presentations for all classes, MicroBit deployment in various classes, laptops prepped for students to begin coding

## Upcoming

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

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

Nov. 29 – End of term assemblies

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. 10 – Teacher Council meeting

Dec. 11 – 2<sup>nd</sup> 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. 19 – Grade 4, 5 & 6 Pancake Holiday Breakfast

Dec. 20 – Kindergarten, Grade 1, 2 & 3 Pancake Holiday Breakfast

Dec. 21 – In-class Holiday celebrations & activities, Pajama & Holiday Sweat

- Home and School is sponsoring the above mentioned Holiday breakfasts.
- Mr. Ruggi applied for the “Tennis for Everyone” grant. This would allow our school to buy new rackets and nets.
- Nov 15- SWLSB applied to the ministry for the schoolyard renovations grant. Phase 2 is that of a synthetic field. We are hoping to get 25% from MEES. The goal of these renovations is to increase physical activity, health and safety. Questions were asked about the asphalt but that would be from a different grant
- Advisory Board on English Education provided Mr. Ruggi with documents explaining the state of English schools in Quebec. The report first began in 1992. The newest report projects for the next 15 years an overall increase of 14% in student population with the private sector increasing at a higher rate than the public sector. The French sector shows an increase of 16% while the English sector shows a decrease overall of 9%.

The recommendations coming from such a report is to look at the rights to English schools. It might be a good option to begin to allow entry to English schools for anyone whose parents were educated in English anywhere.

## 6.3 Daycare Report

- Snack program started on Monday, November 19. It was well received by parents and the kids are very excited.
- In the month of November, we have 3 ped days.
  - Nov 9: Science and Building- 43 students attended
  - Nov 23: Kidtopia in Boisbriand (indoor amusement center) – 51 students will be attending. This is our biggest ped day yet
  - Nov 30: Christmas PJ Party- so far 30 students are registered with more registrations coming in daily. Deadline is Nov 20<sup>th</sup> to register.

- Theme for November was Remembrance Day. Each group made something for Remembrance Day and all pieces were part of the decorations in the gym during the ceremony.
- Theme for December is Christmas. Decorations are already underway and will be put up all over the daycare, as well as in the office at Ms. Marie-Lynn's request.

#### 6.4 Home and School Committee

- Home and School provided 500 mini pumpkins for a Halloween activity for all the students.
- I attended the QFHSA Fall Conference on November 3rd, at St. Thomas High School. The keynote speaker, Marie Wahba, Director of Educational Services at LBPSB, spoke about Library Commons – a new vision for today's libraries for LBPSB which include making libraries not only about literacy but also a hub for interaction and computers.
- The Bilingual Scholastic Book Fair is scheduled for November 21st & 22nd, during the day, and on the night of November 22nd, 4-7pm. The Book Fair will be closed to students at recess and lunch.
- The Home & School committee was disappointed there will be no Souvenir Raffle in December. The committee discussed changing the format of the raffle for Governing Board approval. The committee proposes to significantly reduce the prizes from 30 to 10-15 and give each student two free coupons to have a chance to win those prizes.
- The Toy Drive will begin at the end of November with the last day of donations for toys or money to be on December 14th.
- We will need to book some businesses (ie. inflatables and Slushies) for Fun Day or Fun Fest for June 6th or 13th, if we have GB approval for the event. We would like feedback from the teachers as to which date is preferable.
- The Graduation Committee will be having a bagging fundraiser at Mourelatos on December 8th & 9th to raise funds.
- The Graduation ceremony has been scheduled for Tuesday, June 18th at Embassy Reception Halls.
- The next Graduation Committee meeting is on Monday, November 26th, 2018 and the next Home & School meeting is on Wednesday, January 16th, 2019.

#### **Discussions held by governing board:**

- Souvenir Holiday Raffle: The goal of this raffle is unclear as it is not a fundraiser with this new model nor do we use it as a way to provide to the less fortunate anymore. No motion was made.
- Fun Day/ Fun Fest: GB requests more details as to the date and format before we can motion. A suggestion was made to have this event during the last week of school.
- Additional information was provided by members of GB on the Chocolate Fundraiser. We raised approximately \$30 000 in revenue. There was an 82% participation rate. Members would like to thank all who volunteered for all their time and effort.
- Ice Rink will be back this year.
- Christmas Activities: Home and school offered to help decorate but were told by Ms. Cortese that the leadership students will be doing it to help create a "vibe" in the school.

## 6.5 Parents Committee

- There was a special meeting on October 17th for the Parents' Committee to recommend a Chairperson for the Council of Commissioners since Jennifer Maccarone resigned due to her being elected to the Quebec National Assembly in the provincial elections, and meet the candidates for Commissioners of Ward 8 and 9.
- On October 24th, the Council of Commissioners appointed Paolo Galati as Chairperson, Anick Brunet as Commissioner of ward 9, and Janes Di Sano as Commissioner of Ward 8.
- The PC will soon have a Facebook page to replace the website. This will give PC a platform to give parents access to information and it will have links to the SWLSB website.
- The policy Concerning Tobacco, Drugs and Alcohol was reviewed.
- The ABAV should be posted on each school's website. It should also be provided in French or at the minimum have a summary of the ABAV in French.
- The Sir Wilfred Laurier Foundation is an organization whose mission is to support schools and centres in the development of its students. Since 2004, it has given almost \$1,000,000 and funded many projects: Academics, Arts, Leadership, Sports, Technology, and Safety and Security.
- A special PC meeting has been scheduled for November 21st at 6:30 pm for the election of Commissioner of ward 5.
- The next meeting is on Thursday, December 6th.

## 6.6 Teacher Council

- Discussed the Christmas breakfasts provided by Home and School. Teachers believe having a Santa Clause for the younger grades would be a nice idea. We would need a volunteer.
- Teachers approved PJ/Sweater day.
- Teachers were inspired by the initiative of recycling Crayola markers being done at Our Lady of Peace Elementary School. Souvenir will be picking up all pencils and pens and recycling them at Bureau en Gros.

## 6.7 Community Reps

No report

## **7.0 New Business**

### 7.1 After-school Theatre Activity in French

This activity requires a minimum of 12 students to proceed. The cost is \$400 for 20 sessions of 1.5 hours each. It was already sent to all parents; however, we still need to vote to accept.

Members felt this was a great initiative as a way to increase French in the school. The company is very professional and of high quality. However, there were concerns in the future of having options that are more affordable to encourage participation.

**GB-20-11-18-05:** Jill Davey motioned to approve the “Cours de Théâtre”, seconded by Peter Kountroumanis.

*Unanimous*

**Motion passed**

### 7.2 SWLSB Consultation: Policy Concerning Tobacco, Alcohol and Drugs

\*Effie Kontakos joined the meeting at 8:50pm.

Members expressed concerns in the definition of the word *drugs* in the document provided by SWLSB. The present definition is concerning as employees are forbidden from possessing or consuming any drug under item 5.3.

**GB-20-11-18-06:** George Foutrakis motioned to better define the word *drugs* in the “Policy Concerning Tobacco, Alcohol & Drugs” to perhaps discriminate between psychoactive vs non-psychoactive drugs. Seconded by Peter Kountroumanis

*Unanimous*

**Motion passed**

We request Mr. Ruggi share this motion on our behalf before the deadline for consultation on November 23. As part of our consultation, we request that the policy find a way to better define the word *drugs* as it is not clear presently and might cause confusion in the future.

### 7.3 Summary of 2018-2019 Measures and Grants – Update

- Documents were provided with the Grants/Measures available for 2018-2019. One notable difference is to the “Homework Program” whose title has changed to “Individualized Help”. It is now available to secondary schools as well. Therefore, the amount per elementary has decreased by about half in comparison to last year. We will begin to use this Grant in January or February.
- The Daycare Snacks grant will be used until depleted. Mr. Ruggi estimates it will finish in May or June.

### 7.4 Subject-Time Allocations 2019-2020

Mr. Ruggi will be bringing this item to the next staff meeting for recommendations. He will then present a proposal to staff. It will then come to our Governing Board for approval.

Concerns were brought forth again about the amount of French at each cycle. There was a discussion as to the quantity vs quality. Members explained how the percentage of French was an important point of discussion upon approving the STEM program at last year's governing board meeting.

#### 7.5 Establishing a Health and Safety Committee

The idea of having a committee formed to help promote health and safety in the school was discussed. Mr. Ruggi explained that this topic is already addressed at the school board. If there are any concerns, inform Mr. Ruggi as he will help find a solution.

### **8.0 Field Trips and Fundraisers**

#### 8.1 Maison des Arts de Laval - Grade 1 (January 29, 2019)

This will be free for students as a grant will be used. There will be four adults and they will travel by bus. It will take place from 9:15am to 11:30am.

**GB-20-11-18-07:** Effie Kontakos motioned to approve the "Maison des Arts de Laval" field trip for grade one students. Seconded by Susan Reinblatt.

*Unanimous*

**Motion passed**

#### 8.2 Maison des Arts de Laval - Grade 1 (January 29, 2019)

This will be free for students as a grant will be used. There will be four adults and they will travel by bus. It will take place from 9:30am to 2:20pm.

**GB-20-11-18-08:** Effie Kontakos motioned to approve the "Maison des Arts de Laval" field trip for grades one students. Seconded by Susan Reinblatt..

*Unanimous*

**Motion passed**

#### 8.3 Winter Camp - Grade 5

Forty-five students in grade 5 will go to "Petit Bonheur" located in St-Donat. They will leave on January 30<sup>th</sup> at 9:30am and will be returning on February 1<sup>st</sup> at 3pm. The cost is \$160 per student. Home and school usually helps pay for transportation and substitution for this field trip. There will be four adult supervisors.

**GB-20-11-18-09:** Vicki Krawczyk motioned to approve the "Winter Camp" field trip. Seconded by Jill Davey.

*Unanimous*

**Motion passed**



## 9.0 Rentals

### 9.1 Shiv Chopra Basketball on Monday evenings e-vote

An e-vote took place on this topic previously.

**GB-20-11-18-10:** Cheryl Smith motioned to approve the Basketball rental on Monday evenings.  
Seconded by Alannah Ferreira Morris.

*9 in favour, 3 abstentions*

**Motion passed**

### 9.2 Updates on Rentals for 2018-2019

We have nine rentals so far from July 1, 2018 to June 30, 2019. We have received \$20 866.22 of the total amount of \$23 176.54.

## 10.0 Varia

### 10.1 Expanding the Selection of After-School Activities

This item was tabled to the next meeting.

### 10.2 Dates for Future Meeting

Our next meeting is scheduled for December 19, 2018 at 7pm.

## 11.0 Adjournment

**GB-20-11-18-11:** Jill Davey motioned to adjourn the meeting at 9:34pm, seconded by Catherine Hervieux.

*Unanimous*

**Motion passed**