



**ACADÉMIE HILLCREST ACADEMY**  
Meeting Minutes of the Governing Board  
Staff Lounge of Hillcrest Academy  
April 18, 2016

**Present**

J. Côté, I. Tsimiklis, V. Bond, C. Kerner, K. Koscher, D. Lépine, I. Naccache, D. Zamora, R. Carducci, A. Kosciuk, C. Mourad, R. Renzo, C. Rinaldi and Ashley Abramovitch.

**Absent with apologies**

S. Audi

**Call to Order**

The sixth regular meeting of the Governing Board for the 2015-2016 School Year was called to order at 7:14 pm by C. Mourad.

**Quorum**

C. Mourad acknowledges the presence of each teacher and parent board member and their count, noting that a quorum of the board members is attained.

**1.0 Welcome**

**2.0 Recognition of visitors and question period**

- Visitors: C. Mourad acknowledges the presence of the following visitors:
  - Ms. Vicky Kalotzakis, Commissioner Ward 7
  - Mr. Luigi Mandolese, Traiteur Piccola Gioia Caterer
- No questions arose during question period

**3.0 Adoption of the Agenda**

- It is proposed by C. Mourad to move up item 8.3 “Presentation by Piccola Gioia Caterer” on the agenda immediately following item 3.0.

- ✓ Upon motion made by R. Carducci, seconded by C. Rinaldi and carried by unanimous show of hands, the proposed agenda, as amended by the moving up of item 8.3, is adopted.

**8.3 Presentation by Piccola Gioia Caterer**

- Mr. Mandolese distributes handout to members of the Governing Board relating to the 2016-2017 school year
- Piccola Gioia has entered into a 3-year locked in contract with SWLSB
- A revamped menu was created with the assistance of nutritionist Annie Jolicoeur and includes changes such as fish and vegetarian options will be offered daily, water to replace juice boxes, milk served once per week, utensils will be eliminated, no sausage with pasta dishes, the addition of mushrooms and peppers to the pizzas (on trial basis), etc.

- Proposal made to school with respect to potential contributions from Piccola Gioia (see handout for details)
- [Mr. Madolese leaves meeting at 7:28]
  - Governing Board to study proposal

#### **4.0 Approval of the Minutes for the March 21, 2016 meeting**

- ✓ Upon motion made by R. Carducci, seconded by R. Renzo and carried by unanimous show of hands of the members who were present at the March 21, 2016 meeting, the minutes are adopted.
- Minutes to be posted on School Website

#### **5.0 Governing Board Organization**

##### *5.1 Internal Rules of Procedure*

- A. Kosciuk reads to the members the amendment to the Internal Rules of Procedure that changes the ending time of Governing Board minutes from 9:30 pm to 9:00 pm in Section 7.3.3.

##### *5.2 Governing Board Budget Discussion [7:35]*

- The action plan for the use of the budget is brought up for discussion
- It is proposed to use \$100 out of the Governing Board budget to finance a farewell/thank you for Ms. Susan in light of her retirement
  - ✓ Upon motion made by R. Carducci, seconded by C. Rinaldi and carried by unanimous show of hands the use of \$100 out of the Governing Board budget to finance a farewell/thank you for Ms. Susan in light of her retirement is approved.
- The benches donated by the carpentry department have been placed at the front entrance of the school pending relocation. These benches initially targeted as Buddy benches are not made to be bolted to the ground and are therefore not conducive to the initial buddy bench idea.
- Fondation Jasmin Roy
  - Quebec-based foundation dealing with issues of bullying and violence
  - C. Mourad to look into contents of a School kit available for purchase for \$99 to be potentially funded by Governing Board
- I. Tsimiklis to send to C. Mourad information regarding Kit Power

#### **6.0 Business arising from previous meetings**

##### *6.1 Anti-Bullying Anti-Violence Plan*

- ABAV Plan amended by administration following previous GB meeting
- Plan will need to be adopted at the May meeting at the latest
  - C. Mourad will circulate amended documentation by email to allow members sufficient time to become familiar with the material to be discussed at the next meeting. Members to work on comments before the next scheduled meeting.

## 6.2 MESA

- Handout is distributed to members regarding MELS Goal to increase graduation and qualification rates before the age of 20
- 2 out of 4 SWLSB goals were chosen by the School for the coming year and were approved by the SWLSB
  - 1st SWLSB Goal: Science and Technology
    - Hillcrest aims to increase the success rate of mandatory Grade 4 end of Cycle 2 Science and Technology Exams to 60% by using strategies such as use of common prep times to help plan common teaching strategies
    - Final exam needs to be looked at for MESA
    - Formative assessment of all Grade 4 students – will write the Board mandated exam in May-June; 50% of students in cycle 2 will write English version of the science exam
    - Science consultant met with teachers to verify if resources in the school were sufficient for pedagogical needs, including labs, etc. - Proposal to centralize resources within the school
  - 2nd SWLSB Goal: Increase the success rate of end-of-cycle Elementary Cycle 3 Mathematics
    - Hillcrest aims to increase the success rate of end-of-cycle Elementary Cycle 3 Mathematics from 58% in 2015 to 65% in 2016
    - Strategies to include:
      - Classroom instructional strategies such as common prep time, teacher meetings with consultant to look over curriculum mapping, common assessments
      - Formative assessments to include board set math exams for Grades 2, 4 and 6, end of year assessments for grades 3 and 5 and mandatory Grade 6 MEES exam
      - Kindergarten to have 60 minutes of math instruction in English for 2016-2017
      - Math instruction to be taught every week for Cycles 1 to 3 (vs. every second week as is currently the case)

## 6.3 Recordation of E-Votes

### 6.3.1 Recordation of E-Vote Approval for Spring Dance on April 15, 2016

- Governing Board members declare having received on March 29, 2016 and approved by e-vote on March 30, 2016 the holding of a Spring Dance for Grade 5 and 6 students, on April 15 from 7-9 pm at a cost of \$5 per student, in support of the Graduation Committee's fundraising efforts.

✓ The Spring Dance on April 15, 2016 was unanimously approved by e-vote on March 30, 2016.

### 6.3.2 Recordation of E-Vote Approval for Jump Rope for Heart Fundraiser

- Governing Board members declare having received on March 29, 2016 and approved by e-vote on March 30, 2016 the holding of a Jump Rope for Heart Fundraiser proposed by G. Crosbie, to be held during Phys. Ed. Classes on April 18-21, in support of the Heart and Stroke Foundation. Funds to be raised during the month of April.

✓ Jump Rope for Heart Fundraiser in support of the Heart and Stroke Foundation was unanimously approved by e-vote on March 30, 2016.

- 6.3.3 Recordation of E-Vote Approval for Addition of Colors to School Uniform
- Governing Board members declare having received on March 31, 2016 and approved by e-vote the addition of a unisex light blue T-Shirt, girls' plaid tunic and dark blue unisex gym T-shirt to the School uniform.
    - ✓ The addition of a unisex light blue T-Shirt, girls' plaid tunic and dark blue unisex gym T-shirt to the School uniform was approved by majority e-vote on March 31, 2016, 7 members having voted in favor and the remaining 5 members did not cast any votes and were therefore deemed to have abstained in accordance with Section 9.5.9 (c) of the School's Internal Rules of Procedure.
- 6.3.4 Recordation of E-Vote Approval for Parc du Domaine Vert Fieldtrip
- Governing Board members declare having received and approved by e-vote on April 5, 2016 a fieldtrip organized by C. Gosselin for Grade 4 students to be held on June 21, 2016 at Parc du Domaine Vert. Cost will be \$30 per student.
    - ✓ The Grade 4 fieldtrip to Parc du Domaine Vert on June 21, 2016 was approved by majority e-vote on April 5, 2016, 9 members having voted in favor and the remaining 3 members did not cast any votes and were therefore deemed to have abstained in accordance with Section 9.5.9 (c) of the School's Internal Rules of Procedure.

## 7.0 Reports

### 7.1 Principal [J. Côté]

- Kindergarten Orientation will take place May 13, consent form from parents will be required. Ms. Katia compiled an orientation booklet that will be shared with GB
- Articulation course articulation will be looked into by a committee composed of teachers, consultant and SWLSB representative for at risk and special needs Grade 6 students
- WiFi network is currently installed in entire school
- Spring Dance was a success
- Laval Police
  - Sexting Workshop was given in conjunction with the Laval Police and IT representative from the SWLSB
  - Other activities with the Laval Police are being planned
- Vaccinations for Grade 4 (Gardasil) and Top Marks fitting sessions are coming up
- Montreal Impact representative will be in the school on May 10
- School yard will be re-paved - Phys. Ed. Team working on layout for painting of playground games, anchored soccer nets will be added
- Roof and window repairs to be performed, more info coming in May
- Assembly on respect was held with students, new school T-shirts with "Lead by example" under logo were handed out to exemplary students

### 7.2 Daycare Report

- The 3 pedagogical days in April have an average of 65 registered students per day; all students are enjoying the "Crafts with Carol"

### 7.3 After-School Program

- Karate classes resume until June 1<sup>st</sup>
- Math tutoring classes with La Renaissance started last week and will end on May 26

#### 7.4 SWLSB Parents Committee [A. Kosciuk]

- A. Kosciuk distributes and discusses summary of meeting held on April 7 (see attached)
- Official PC minutes to follow

#### 7.5 HAHSA Report

- S. Audi attended last meeting (but absent at the current GB meeting)
- Summary of discussion points was subsequently provided by J. Côté by email for the purpose of the current minutes and included: Movie night (June 10), Spring Fair/Fun Day (June 23), uniforms, chocolate fundraisers must be nut-free

### 8.0 New Business

#### 8.1 Buddy benches

- See item 5.2 above

#### 8.2 Fondation Jasmin Roy

- See item 5.2 above

#### 8.3 Math Competition

- Member raised a question regarding selection process for Grade 6 math competition
- Following a brief discussion, it was proposed that the selection process be more inclusionary

#### 8.4 Piccola Gioia

- [Item moved to beginning of meeting]

#### 8.5 Out-of-Zone Update

- Out of zone students
  - K: 0 students
  - Grade 1: 8 students
  - Grade 2: 0 students
  - Grade 3: 2 students
  - Grade 4: 5 students
  - Grade 5: 2 students
  - Grade 6: 3 students

→ Vicky Kaliozakis to bring forward issue of Hillcrest overcrowding at the corporate meeting on April 20, 2016

→ C. Mourad to draft text outlining issues facing Hillcrest due to overcrowding and proposed wish list. A. Kosciuk to review, as needed.

#### 8.6 Disciplinary Action Plan

- See revised ABAV Plan

### 9.0 Field Trips/Activities

- Not applicable

### 10.0 Additions to the Agenda

- Not applicable

### 11.0 Final Comments – schedule Next Meeting

- Next meeting is scheduled for May 16, 2016

### 12.0 Correspondence

- Not applicable

**13.0 Adjournment**

- There being no further business and upon motion duly made by R. Renzo, seconded by V. Bond and carried by unanimous show of hands, the Chair declared the meeting to be adjourned at 9:00 pm.

Minutes submitted by: Angela K. Kosciuk (s) Angela K. Kosciuk

Acknowledgement of approval by Irene Tsimiklis (s) Irene Tsimiklis  
the members at a Board Meeting

held on May 30, 2016 Charbel Mourad (s) Charbel Mourad

Approved & final