



ACADÉMIE HILLCREST ACADEMY
Meeting Minutes of the Governing Board
Staff Lounge of Hillcrest Academy
May 30, 2016

Present

I. Tsimiklis, V. Bond, C. Kerner, K. Koscher, D. Lemire, D. Lépine, D. Zamora, S. Audi, R. Carducci, A. Kosciuk, C. Mourad, R. Renzo, C. Rinaldi and Ashley Abramovitch.

Absent with apologies

I. Naccache

Call to Order

The seventh regular meeting of the Governing Board for the 2015-2016 School Year was called to order at 7:08 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 Kaliozakis, Commissioner Ward 7
 - Mrs. Nancy Carbone and Mrs. Carmella Furfaro, HAHS
 - Irene Brinjalos, Oxford Learning Center
- No questions arose during question period

3.0 Adoption of the Agenda

- It is proposed by C. Mourad to amend the agenda by adding “Presentation by Oxford Learning Center” as items 8.8 and to move these items 8.4 “Presentation by HAHS regarding Chocolate Fundraiser” and item 8.8 to the agenda immediately following item 3.

✓ *Upon motion made by R. Carducci, seconded by K. Koscher and carried by unanimous show of hands, the proposed agenda, as amended, is adopted.*

8.4 Presentation by HAHS regarding Chocolate Fundraiser

- Mrs. Nancy Carbone discusses the difficulty of having suppliers guarantee that chocolate is nut-free and the impact of the decision by Governing Board to approve the Chocolate Fundraiser on condition that a nut-free supplier is used, citing past revenues generated by the fundraiser, safety measures put in place to reduce the risk to students with allergies (opt-out letter, not sending letter to students with allergies, bagged boxes and taped handles) and the work accomplished in the School as a result of the fundraising
- Informal poll of parents of students with allergies was conducted with administration’s approval, 22% of families polled answered (6 out of 27 letters returned)
- Following a brief discussion with members, Mrs. Carbone et Mrs. Furfaro ask Governing Board to revisit the decision taken last year for the upcoming year.

- *The Chair takes the matter under advisement and undertakes to follow up with HAHSa once Governing Board has had a chance to discuss the issue*

8.9 Presentation by Oxford Learning Center

- Mrs. Irene Brintalos discusses the supplemental education services provided for over 30 years by Oxford Learning, a program that offers students different programs using the cognitive learning approach and specializing in skill gaps and testing
- With an office in Ville Saint Laurent, the Oxford Center is looking to bring services to the School as an after-school activity
- Already at Gardenview Elementary School, in the English Montreal School Board, for Enrichment program
- 2 Options are envisioned for Hillcrest: (1) Remediation for Grades 1 and 2, classes would be given at a minimum of twice per week from 3:30-4:30 p.m.; and (2) Math Enrichment for students in Grades 5 and 6, classes would be offered once or twice per week between 8-9 a.m.
- Cost is estimated at \$18 per class

- *The Chair takes the matter under advisement and undertakes to follow up with Mrs. Brintalos once Governing Board has had a chance to discuss the issue*

4.0 Approval of the Minutes for the April 18, 2016 meeting

- A. Kosciuk distributes a paper copy of the minutes from the April 18th meeting to each member.
 - ✓ Upon motion made by D. Zamora, seconded by D. Lépine and carried by unanimous show of hands of the members who were present at the April 18, 2016 meeting, the minutes are adopted.
- *Minutes to be posted on School Website*

4.0 Governing Board Organization

4.1 Internal Rules of Procedure

- No changes are proposed
 - *A. Kosciuk to email a copy of the Internal Rules of Procedure to D. Lemire*

4.2 Governing Board Budget Discussion

- The action plan for the use of the budget is discussed as a standing item, including D. Lemire's proposal to purchase books (novels, documentaries) at a cost of \$609.20 and plastic rolls to cover the books (2 rolls at a cost of \$30 each). A suggestion is made to ask HAHSa to cover this cost.

- *C. Mourad to discuss with Chair of HAHSa*

6.0 Business arising from previous meetings

6.1 Anti-Bullying Anti-Violence Plan

- Discussion ensues regarding the amended plan that was previously circulated by email to the members, including the resolution procedures
- Proposal is made to include flow chart to facilitate understanding of process following the occurrence of a bullying incident

- *C. Mourad and A. Kosciuk to send I. Tsimiklis their respective proposed minor clean-up edits to the plan*

- *School administration to ask the SWLSB about the insertion of the flow chart; otherwise, it will be included in the agenda*
- *V. Kaliozakis to bring idea of flow chart and the possibility of having portables according to the by-laws of the City of Laval to council of Commissioners' meeting on June 8, 2016*
- ✓ Upon motion made by S. Audi, seconded by R. Carducci and carried by unanimous show of hands of the members, the amended ABAV Plan circulated to the members on April 18, 2016, as to be further amended by the insertion of certain minor clean-up edits, is adopted.

6.2 MESA

- No comments

6.3 Recordation of E-Votes

- Recordation of E-Vote Approval of Denim Day
 - Governing Board members declare having received by e-vote on May 2, 2016 a request to approve having a fundraising Dress Down in Pink and Denim Day on May 10, 2016 whereby donations of \$1 or \$2 would be requested from parents and all profits would go in support of the Cure Foundation.
 - ✓ The request to hold a fundraising Dress Down in Pink and Denim Day on May 10, 2016 whereby donations of \$1 or \$2 would be requested from parents and all profits going in support of the Cure Foundation was approved by e-vote on May 3, 2016, 10 members having voted in favor, 0 members against and the remaining 2 members did not cast any vote and were therefore deemed to have abstained in accordance with Section 9.5.9 (c) of the School's Internal Rules of Procedure.
- Recordation of E-Vote Approval of Three (3) Freezie Days as Fundraising activity for Graduation
 - Governing Board members declare having received by e-vote on May 5, 2016 a request to approve the selling of freezies at a cost of \$2 each (or \$1 for the small freezie for Kindergarteners) in support of the graduation committee's fundraising efforts to be sold during lunch on May 19, May 26, and June 2
 - ✓ The request to sell freezies at a cost of \$2 each (or \$1 for the small freezie for Kindergarteners) in support of the graduation committee's fundraising efforts to be sold during lunch on May 19, May 26, and June 2 was approved by e-vote on May 6, 2016, 6 members having voted in favor, 6 members against and the remaining member did not cast any vote and was therefore deemed to have abstained in accordance with Section 9.5.9 (c) of the School's Internal Rules of Procedure. The votes being equally divided, the Chair exercised the casting vote in favor in accordance with 9.5.5 of the School's Internal Rules of Procedure.
- Recordation of E-Vote Approval of Extending the Enbridge® Ride to Conquer Cancer®
 - Governing Board members declare having received by e-vote on May 13, 2016 a request to approve extending the fundraiser approved on March 21, 2016 until May 20, 2016. This fundraiser would allow students, in exchange for a donation from their parents of \$10, to ride alongside P. Lyng or the teacher of their choice for one session of 5 minutes during first recess or between 5-6 pm. The money raised will help fund cancer research and care at the Segal Cancer Centre at the Jewish General Hospital and throughout Quebec.

- ✓ The request to extend until May 20, 2016 the fundraiser in support of the Enbridge® Ride to Conquer Cancer® was approved by e-vote on May 13, 2016, 10 members having voted in favor, 0 members against and the remaining 2 members did not cast any vote 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 [I. Tsimiklis]

- Construction
 - Construction will be starting on the roof and schoolyard this weekend following a \$450,000 allocation
- Mandated Exams
 - Mandated School Board Exams were given to students in select grades. Teachers will enter marks on OPI system so charts will demonstrate strengths and weaknesses
- Teaching Assignments
 - Teachers have received their assignments for next year; class lists and required supplies are being generated
 - Students will be provided with their group number but not their teacher's name
- Math Competition
 - 3 students got 80% or over
- Roots and Shoots Program
 - Program to make the school greener; Fleuriste Charbonneau willing to donate flowers to plant around the school
- Fondation Ste Justine
 - Kirstin, a student at Hillcrest has raised \$221.10 in proceeds from a lemonade stand in support of Fondation Ste-Justine
 - Proposal to have a special Yellow Dress Down Day on June 10 to support the cause
- ✓ Upon motion made by A. Kosciuk, seconded by D. Lépine and carried by unanimous show of hands of the members, the holding of a special Yellow Dress Down Day on June 10, 2016 in support of Fondation Ste Justine is approved
- Movie Night
 - A Movie Night will be held on June 10, 2016. It will be a free evening and the movie Zootopia will be shown; free popcorn will be available and the Beat will be on site from 6-8 p.m.
 - Movie starts at 8:30 p.m.
 - Food trucks will also be on site
- Workshops
 - a workshop will be held on June 20, 2016 for grade 4 students on effective communication

7.2 Daycare

- See attached report

7.3 *After-School Program*

- See attached report

7.4 *SWLSB Parents Committee [S. Audi]*

- Linda Mastroianni will be presenting at the next PC Meeting; the topic is transitioning for special needs students
- PC Website will be restored and updated shortly
- June 9, 2016 will be the Lobster Gala and Hillcrest won 1 ticket in the PC draw, A. Kosciuk to attend
- Best practices: Buddy Bench at Terry Fox is very successful

7.5 *HAHSA Report*

- No Report as no one from GB attended the meeting

8.0 **New Business**

8.1 *Piccola Gioia*

- It was brought to the Chair's attention that other caterer's charge less for hot lunches, no specifics as to types of meals served

8.2 *Fondation Jasmin Roy*

- This item was tabled

8.3 *BYOD Survey*

- A document was circulated to the members regarding the possibility of having Grade 5 and 6 students bring electronic devices into the classroom to facilitate learning
- Want to survey parents

- ✓ Upon motion made by R. Carducci, seconded by C. Mourad and carried by unanimous show of hands of the members, the holding of a survey to determine the openness to having Grade 5 and 6 students bring their own devices to class next year is approved

8.5 *Graduation Discussion*

- A discussion ensued with respect to the grandeur of recent Grade 6 graduation parties and the values that are being passed on to students
- Teachers' council agreed that the scope of the planned festivities is disproportionate
- Prioritization of funds should be looked into

8.6 *School Fees and Budget*

- The school fees and budget materials were circulated for review by the members and discussed

- ✓ Upon motion made by R. Carducci, seconded by S. Audi and carried by unanimous show of hands of the members, the school budget is approved

- *An amended version of the School Fees will be circulated shortly*

8.7 D. *Lemire French Books request*

- See item 5.2

9.0 **Field Trips/Activities**

9.1 *Parc du Domaine Vert*

- Grade 6 students will attend a day at the Parc du Domaine Vert on June 22, 2016
- Cost will be \$22per student, HAHSA is paying for the buses

- ✓ Upon motion duly made by R. Renzo, seconded by D. Zamora and carried by unanimous show of hands, the fieldtrip for Grades 6 to attend Parc du Domaine Vert on June 22, 2016 at a cost of \$22 per student is approved.

10.0 Additions to the Agenda

- Not applicable

11.0 Final Comments – schedule Next Meeting

- Next meeting is scheduled for June 13, 2016

12.0 Correspondence

- Not applicable

13.0 Adjournment

- There being no further business and upon motion duly made by D. Lemire, seconded by C. Kerner and carried by unanimous show of hands, the Chair declared the meeting to be adjourned at 9:59 p.m.

Minutes submitted by:

Angela K. Kosciuk

(s) Angela K. Kosciuk

Acknowledgement of approval
by the members at a Board
Meeting held on June 13, 2016

I. Tsimiklis

(s) I. Tsimiklis

Charbel Mourad

(s) Charbel Mourad

Approved & Final