



ACADÉMIE HILLCREST ACADEMY
Meeting Minutes of the Governing Board
Staff Lounge of Hillcrest Academy
January 16, 2017

Present

J. Côté (Principal), I. Tsimiklis (Vice Principal), Véronique Bond, D. Lépine, A. Héту, D. Zamora, C. Mourad (Chair and PC Representative), A. Kosciuk (Vice-Chair, Secretary, PC Alternate), L. Andradi (HAHSA Representative) and Ashley Abramovitch (Community Representative).

Absent with apologies

S. Audi and J. Mourelatos

Call to Order

The fourth regular meeting of the Governing Board for the 2016-2017 School Year was called to order at 7:07 pm by C. Mourad.

Quorum

C. Mourad acknowledges the presence of each staff and parent board member and their count, noting that the meeting is quorate.

1.0 Welcome

2.0 Recognition of visitors and question period

- Visitor: Tom Avgoustakis, parent
- No questions arose during question period

3.0 Adoption of the Agenda

- Proposed changes to the agenda:
 - Item 6.4: “Gym and outside pay structure follow up” to be replaced by “Gym follow up”;
 - Item 8.2: “School calendar 2016-2017” to be replaced by “School calendar 2017-2018”

- ✓ Upon motion made by D. Zamora, seconded by D. Lépine and carried by unanimous show of hands, the proposed agenda, as amended, is adopted. *(GB-20170116-3.0)*

4.0 Approval of the Minutes

- The Governing Board members declare having received and reviewed the minutes of the November 2016 meeting. The following changes are proposed:
 - Members present to include A. Héту;
 - Approval of the minutes to be confirmed on January 16, 2017 on last page

- ✓ Upon motion duly made by V. Bond, seconded by L. Andradi and carried by unanimous show of hands of members present at the December 2016 meeting, the Minutes of the meeting held on

December 5, 2016, as amended hereinabove, are approved
(**GB-20170116-4.0**)

- Approved and Final minutes to be circulated by A. Kosciuk to I. Tsimiklis for posting on School's website

5.0 Governing Board Organization

5.1 Internal Rules of Procedure

- A. Kosciuk to draft provision in the Internal Rules of Procedure to address to include language regarding how abstentions should be counted and regarding fundraising guidelines and submit for Governing Board's approval at a subsequent meeting.

5.2 Governing Board Mandate and Budget Discussion

- Status of this topic as a standing item was discussed

6.0 Business arising from previous meetings

6.1 Anti-Bullying Anti-Violence (ABAV)

- 2 teachers are sitting on committee to promote safe environment in the School and have only met once
 - Discuss ABAV Plan, fire drills, lock-downs, etc. as part of MESA Plan
- SWLSB to provide list of ideas for use of dedicated ABAV allocation

6.2 Management and Educational Success Agreement (MESA)

- Area of Safety and Security is tabled pending completion of draft and review by TC
 - J. Côté to present Safety and Security draft upon completion

6.3 Volunteer form re: Background Check follow up

- J. Côté confirms Declaration Concerning Judicial Record forms can be given to police departments, free of charge, for screening of volunteers in our School

6.4 Gym Follow-up

- Sound boards in the form of ceiling panels were ordered at the beginning of December, takes approximately 12 weeks, to be paid by SWLSB
- Stage to be ordered shortly, to be delivered within 1 week of order

7.0 Reports

7.1 Principal

- Skating Rink
 - Offer to construct and maintain a skating rink in the schoolyard has been suspended – Ville de Laval must approve because schoolyard is a parc-école

7.2 Daycare [J. Côté]

- Ped Day/Pyjama Day was held on January 9, 2017

7.3 After-School Program [J. Côté]

- Guitar lessons with Jaye – 11 students interested so far
 - Will come to the School to provide lessons
 - Nicholas S. was the winner of lesson and guitar
 - In process of renewing contracts for after-school activities for next year (should be ready for March)
 - Proposed ideas for other activities included Mad Science, jewelry making, Italian

7.4 SWLSB Parents Committee

- No meeting was held in January
- Next meeting is on February 2, 2017
- Looking for ideas to share on Best Practices
 - For ex.: Reading Club and other Hillcrest practices that can be shared with other schools

7.5 HAHSR Report [L. Andradi]

- Financials
 - Overview of financials was provided to HAHSR
 - L. Andradi to request written copy for GB
- Comedy Night
 - Comedy Show will take place at the Sheraton Laval Hotel in February at a cost per person of \$60 and will include full-course meal and cash bar; Electronic tickets will be issued
 - Proceeds will go toward the purchase of new gym equipment up to a limit of \$10,000
 - Many interesting door prizes, including Habs tickets (Club Desjardins), stay at the Novotel, etc.
 - There will also be a Chinese Auction

8.0 New Business

8.1 Subject Time Allocation (STA)

- STA for 2017-2018 is identical to this year, no changes to number of minutes being taught per subject
 - The only change is to the scheduling, where English minutes will continue to be added to the French week in order to satisfy requirements under the SWLSB policy entitled “Program of Studies for the Elementary School” under which 60-minutes per day of English Language Arts is required
 - Hillcrest asked the SWLSB to revisit the policy to add greater flexibility because the policy is said to be outdated, but this may take some time
 - Certain variances are permitted in STA and SWLSB has confirmed that our STA is acceptable as long as the 60-minutes per day of English instruction is respected

✓ Upon motion made by L. Andradi, seconded by D. Zamora and carried by unanimous show of hands, the proposed Subject Time Allocation for the 2017-2018 school year is adopted, provided requirements determined by SWLSB are respected in the scheduling. **(GB-20170116-8.0)**

- Evaluations

- Following a question, discussion ensues regarding: (i) the number of evaluations students are given during each term; (ii) the advantages/disadvantages and associated stress on students of having more frequent evaluations covering less material versus fewer evaluations covering more material; (iii) the basis of more frequent evaluations potentially being a result of a 1 week-1 week model; and (iv) the potential need for greater consistency in scheduling to ensure better assimilation by students of the material
- J. Côté confirms that the number of evaluations are decided individually by the teachers and that there is no pre-determined policy on the matter
- Common prep time may help assuage the problem
- Administration is asked to look into the issue of the number of evaluations and consider its impact on student workload and success

8.2 School Calendar 2017-2018

- See handout – “2017-2018 School Calendar”
- The issue of having Ped days consistently on Mondays and Fridays was raised by specialists (Phys. Ed., music, ERC) whose curriculums and evaluations suffer
- Concern to be brought to Parents’ Committee by C. Mourad

8.3 Best Practices

- See Item 7.4 above

9.0 Field Trips/Activities

9.1 *Petit Cochon, une histoire vraie*

- Students in Cycle 1 will be invited to attend an in-school presentation dealing with bullying on January 31 and February 1, 2017

9.2 *Grandes Sorties Jeune Public*

- Students in Grade 2 will be invited to visit La Maison des Arts de Laval on February 23, 2017 for an all-day exposition on artistic techniques
- Transportation cost of approximately \$10-15 per student was paid by HAHSa

- ✓ Upon motion made by V. Bond, seconded by D. Lépine and carried by unanimous show of hands, each of the fieldtrips proposed in items 9.1 and 9.2 above are approved (*GB-20170116-9.1-9.2*)

10.0 Additions to the Agenda

- Not applicable

11.0 Final Comments – schedule Next Meeting

- Next meeting is scheduled for February 20, 2017.

12.0 Correspondence

- Not applicable

13.0 Adjournment

- ✓ There being no further business and upon motion duly made by A. Héту, seconded by D. Lépine and carried by unanimous show of hands, the Chair declared the meeting to be adjourned at 8:55 pm.

Minutes respectfully submitted by:

Angela K. Kosciuk

(s) Angela K. Kosciuk

Acknowledgement of approval by the members at a Board Meeting held on March 20, 2017

Josée Côté

(s) Josée Côté

Charbel Mourad

(s) Charbel Mourad