



ACADÉMIE HILLCREST ACADEMY
Meeting Minutes of the Governing Board
Staff Lounge of Hillcrest Academy
October 23, 2017

Present

M. Lazaris (Principal), J. Gallant, C. Gosselin, K. Koscher, P. Lyng, I. Naccache, D. Zamora, L. Andradi, M. Arfanis, M. Guglielmino, A. Kosciuk, C. Mourad, Emmanuel Petrolakis, Ashley Abramovitch.

Absent with apologies

M. Matros, C. Montpetit

Quorum

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

1.0 Call to Order

The second regular meeting of the Governing Board for the 2017-2018 School Year was called to order at 7:03 pm by C. Mourad.

2.0 Welcome

- a. C. Mourad welcomes Cariné Montpetit as new Community Representative. C. Montpetit will also act as Alternate Parent Representative at GB meeting due to the departure of S. Audi whose children will no longer be attending the School.
- b. Thanks to Irene Tsimiklis for her role as Vice Principal is postponed due to her absence.
- c. Recognition of Visitors
 - Mrs. Linda Dupré from HAUSA informed GB of two (2) upcoming fundraisers for which HAUSA is seeking GB approval.
 - Tickets, worth \$1,200 for a hockey game in a loge at Place Bell will be sold at the Bake Sale during the first Parent-Teachers night. Proceeds from this fundraiser will benefit the general student population.
 - Raffle tickets, at a cost of \$10 per ticket, will be sold by Grade 6 students to raise funds for Graduation.

- ✓ Upon motion made by L. Andrade, seconded by P. Lyng and carried by unanimous show of hands, the two (2) fundraisers described above are approved. (*GB-20171023-2.0c*)

3.0 Adoption of the Agenda

- A proposal is made to amend the agenda in order to add new items “g) (Grants and Reserves)” and “k) (ABAV Plan)” in Item 9 of the Agenda.
 - ✓ Upon motion made by M. Guglielmino, seconded by A. Kosciuk and carried by unanimous show of hands, the proposed agenda, as amended, is adopted. (*GB-20171023-3.0*)

4.0 Approval of the Minutes

- a. Approval of the Minutes from the September 2017 GB Meeting
 - o The Governing Board members declare having received and reviewed the minutes of the September 2017 meeting. The following changes are proposed:
 - Add P. Lyng as voting staff member - daycare technician
 - M. Matros to be identified as Alternate Staff Representative
 - Correct text regarding election of PC Representative
 - ✓ Upon motion duly made by M. Gugliemino, seconded by I. Naccache and carried by unanimous show of hands of members present at the September 2017 meeting, the Minutes of the meeting September 2017 are approved. (*GB-20171023-4.0a*)
 - Approved and Final minutes to be circulated by A. Kosciuk for posting on School's website

5.0 Governing Board Organization

- a) Update on Secretary Position
 - No Secretary found yet. A. Kosciuk to continue mandate until a new Secretary can be found.
- b) Update on PC Representatives
 - PC Representative positions reverts to M. Arfanis, A. Kosciuk as PC Alternate
- c) Approval/Modification of Internal Rules of Procedure
 - Tabled until A. Kosciuk has had a chance to amend the Internal Rules of Procedure and circulate to the members
 - Internal Rules of Procedure to be amended by A. Kosciuk to include Alternate Secretary and Alternate/Joint HAHSAs Representative positions and submit for Governing Board's approval at a subsequent meeting
- d) Governing Board Budget Discussion
 - Exact budget amount for GB is to be confirmed by M. Lazaris but is approximately \$800.
 - Members discuss potential uses for the budget and M. Lazaris makes certain suggestions, including paper and photocopying fees (\$200), 2 tickets for Lobster Fest (GB and HAHSAs);
 - Members to bring suggestions to subsequent meetings regarding uses for GB Budget
 - Discussion ensues regarding non-payment from last year's budget of Secretarial fees for minute taking
 - A. Kosciuk to send prior correspondence with J. Côté to M. Lazaris

6.0 Business arising from previous meetings

- a) *Social Skills Group Project – Project Star*
 - Project Star, an educational and confidence building program to increase self-esteem and self-confidence for female students in Grade 6, was supposed to start today but only 3 students signed up, will only run the program in 2 weeks if a minimum of 5 students sign up.
 - GB was informed of the Program by email on October 6 and were asked to submit any questions or concerns.

b) *Elementary Program of Studies Policy*

- Following the September GB meeting, C. Mourad sent additional questions and requests for clarification of the policy to Jocelyne Thompson of the SWLSB and also communicated with other school board employees regarding the correct interpretation to be given to 2.4.1.
- The feedback was to be taken up with the Council of Commissioners which was scheduled to meet at the end of October and suggest ways of rewording the provision.
- Based on discussions held during management meetings, M. Lazaris explains that the general understanding is that the provision targets English as the language of instruction rather than English Language Arts, as a subject, and schools should have the flexibility to teach various subjects (ELA, Math, etc.) in English.
- Policy will need to be looked at in light of Subject Time Allocation and if Hillcrest is still interested in applying the exemption.

7.0 Reports

a) *Principal [M. Lazaris]*

- Staff
 - Two staff assistants are currently being released, on an alternating basis, as Interim Vice-Principal
 - New Vice Principal to be announced shortly, at the end of next week
 - Discussion ensues among members and M. Lazaris concerning the turnover at the Administration level

b) *Chair [C. Mourad]*

- See report

c) *SWLSB Parents Committee [M. Arfanis][7:45]*

- PC Delegate did not attend, due to failure to receive meeting package and notice at correct address
- Paul Lamoureux on sick leave till December
 - A. Kosciuk to send M. Arfanis email regarding October meeting and C. Mourad and M. Lazaris to verify with SWLSB

d) *Daycare/After-School Program [P. Lyng]*

- Next Ped Day is October 30 at the Cosmodome, for a maximum of 30 students in Grades 4, 5 and 6 (currently 15 students, mostly Grade 4)
- Free of charge, Cosmodome to provide entrance and transportation by school bus
- If more than 15 students will attend, P. Lyng will be accompanied by another monitor.
- During the last Ped Day, the School had no electricity, parents who signed up their children for Passion Basketball were to be credited and Daycare services would absorb the cost.
- See Item 9f) for approval

- e) *HAHSA Report [L. Andradi]*
- Book Fair (see Item 9)

8.0 Public Question Period

- Not Applicable

9.0 New Business

- a) Chairwoman council of Commissioners Public Consultation
- Chairwoman Mrs. Maccarone advised Charbel of the possibility that the commissioners would be holding public consultations to discuss the model used at Hillcrest.
- b) GB Workshop
- Workshop to be held on October 30 regarding the workings, rights and duties of Governing Board (M. Gugliemino may wish to attend if schedule permits)
- c) Field Trip Approval
- Not Applicable
- d) School Activities and Fundraiser Approval [8:08]
- See attached chart for additional details
 - The following eight (8) School Activities and one (1) Fundraiser were presented to the members for approval:
 1. Simon Boudreau, author and composer
 2. Finance Vault
 3. Desjardins
 4. Agape
 5. Winter Concert
 6. Poppy Sale
 7. Halloween
 8. Good Samaritan Shoe Boxes
 9. Scholastic Book Fair Fundraiser
 - ✓ Upon motion duly made by I. Naccache, seconded by K. Koscher and carried by unanimous show of hands, the above-referenced school activities and fundraiser are approved. *(GB-20171023-9d)*
- e) Extra-Curricular Activities
- See attached chart for additional details
 - The following two (2) Extra-Curricular Activities were presented to the members for approval:
 1. Lego Club
 2. Phys. Ed lunch Activity
 - ✓ Upon motion duly made by I. Naccache, seconded by C. Gosselin and carried by unanimous show of hands, the above-referenced extra-curricular activities are approved. *(GB-20171023-9e)*
 - The hockey tournament activity has been tabled
- f) Day Care Activities
- See attached chart and Item 7d) for additional details
 - ✓ Upon motion duly made by M. Gugliemino, seconded by C. Mourad and carried by unanimous show of hands, the outing to the Cosmodome

for Grade 4, 5 and 6 students who registered for the October 30 Ped Day is approved. **(GB-20171023-9f)**

- g) Grants and Measures [8:25]
- See attached chart for additional details
 - Measure 15025 was presented to the members for approval.
 - The Measure is an early intervention program for students in Kindergarten and Grade 1 and will run 4 days in 2017 and 2 days after January
- ✓ Upon motion duly made by M. Guglielmino, seconded by L. Andradi and carried by unanimous show of hands, the above-referenced Measure 15025 is hereby approved. **(GB-20171023-9g)**
- h) Rentals
- Not applicable
- i) Volunteer Criminal Checks
- Parents interested in volunteering must send completed and signed Declarations concerning Judicial Records form to M. Lazaris
 - HAHSa will prepare identification cards for volunteers in the School. For the protection of students and staff, no volunteering parent should be on School premises without such an identification card.
- j) Daycare Fees
- HAHSa received emails regarding Daycare Fees and exemptions for lunchtime supervision fees
 - Full-Time daycare users need to register properly and then can be exempt from paying lunchtime supervision fees.
- k) ABAV
- Recorded incidents have decreased in the School over the last 2 years
 - See attached Brochure regarding ABAV that has already been approved at Teacher Council
 - Resolution needs to be obtained and sent to the School Board by November 6
 - Email will be circulated by C. Mourad for comments and/or approval
- l) After-School Activities
- Everything is status quo, preparing next session
 - Proposed parent survey will be shared with GB members once 1st session is finished and financial report will be circulated.

10.0 Final Comments – schedule Next Meeting

- Next meeting is scheduled at 7 pm on November 20, 2017

11.0 Meeting Adjournment

- ✓ There being no further business and upon motion duly made by C. Gosselin, seconded by I. Naccache and carried by unanimous show of hands, the Chair declared the meeting to be adjourned at 9:06 pm.

Minutes respectfully submitted by:

Angela K. Kosciuk

(s) Angela K. Kosciuk

M. Lazaris

(s) M. Lazaris

Acknowledgement of approval by
the members at a Board Meeting
held on November 20, 2017 Charbel Mourad

(s) Charbel Mourad

Approved & Final