



ACADÉMIE HILLCREST ACADEMY
Meeting Minutes of the Governing Board
Staff Lounge of Hillcrest Academy
November 20, 2017

Present

M. Lazaris (Principal), J. Gallant, C. Gosselin, K. Koscher, I. Naccache, D. Zamora, L. Andradi, M. Arfanis, M. Guglielmino, A. Kosciuk, E. Petrolakis, A. Abramovitch, C. Montpetit,

Absent with apologies

M. Matros, P. Lyng, C. Mourad

Quorum

A. Kosciuk, as acting Chair, acknowledges the presence of each teacher and parent board members and their count, noting that the meeting is quorate.

1.0 Call to Order

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

2.0 Welcome

- a. A. Kosciuk welcomes Carine Montpetit to her first meeting as new Community Representative. C. Montpetit also accepts to act as Alternate Parent Representative at GB meeting due to the departure of S. Audi whose children will no longer be attending the School (nomination of C. Montpetit previously approved pending her acceptance). In light of C. Mourad's absence, C. Montpetit is a voting member at this meeting.

- M. Lazaris must provide C. Montpetit with a conflict of interest form to sign for GB records.

b. Recognition of Visitors

- Mrs. Vicky Kaliozakis the School Board commissioner for the ward is present to observe the meeting. Welcome.
- Mr. Brent Nadeau, the new interim Vice Principal is present to introduce himself. GB welcomes him and wishes a good year with Hillcrest Academy.

- c. A. Kosciuk thanks I. Tsimiklis on behalf of GB for her role as Vice Principal over the last few years. She will be missed and GB wishes her great success in her new role at Jules Verne. M. Lazaris also extends her thanks to teachers Daria Telishewsky and Valerie Guindi who filled in during the absence and prior to the appointment of interim Vice Principal Nadeau.

3.0 Adoption of the Agenda

- A proposal is made to approve the agenda.

- ✓ Upon motion made by D. Zamora, seconded by L. Andradi and carried by unanimous show of hands, the proposed agenda is adopted. (*GB-20171120-3.0*)

4.0 Approval of the Minutes

- a. Approval of the Minutes from the October 2017 GB Meeting
 - The Governing Board members declare having received and reviewed the minutes of the October 2017 meeting. The following changes are proposed:
 - Add Book Fair to item 9d
 - ✓ Upon motion duly made by K. Koscher, seconded by C. Gosselin and carried by unanimous show of hands of members present at the October 2017 meeting, the Minutes of the meeting October 2017 are approved. (*GB-20171120-4.0a*)
 - Approved and final minutes to be circulated by A. Kosciuk for posting on School's website

5.0 Internal Rules of Order

- a) Approval/modification of internal rules of order
 - A. Kosciuk circulates the proposed modification.
 - ✓ Upon motion duly made by M. Guglielmino, seconded by I. Naccache and carried by unanimous show of hands, the modification of the internal rules of order are approved. (*GB-20171120-5.0a*)
- b) Governing Board Budget Discussion
 - There is no update related to the non-payment from last year's budget of Secretarial fees for minute-taking.
 - M. Lazaris proposes spending the GB budget on installation of the Buddy Bench purchased a few years ago. The cost is 889\$. The discussion is tabled and will be decided upon at a subsequent meeting along with other suggestions.

6.0 Business arising from previous meetings

- a) *ABAV plan*
 - Following the October meeting, M. Lazaris circulated the ABAV plan to GB for comments/approval. E. Petrolakis made some comments which have been integrated. The plan was approved, as amended by E. Petrolakis, by e-vote and a resolution was sent to the school (*GB-20171023-9k*)
 - M. Lazaris added that the school board created a new template for the manual and therefore the amended text has been transferred into the new template.
 - M. Lazaris will share the updated version with GB for information through email

7.0 Reports

- a) *Principal [M. Lazaris]*
 - Interim Vice Principal is Brent Nadeau from LRHS
 - Report cards will be sent out via email on Thursday
 - Parent teacher night will be on December 7
 - Mme Julie and Miss Marlene are on indefinite leave, Miss Lily and Miss Donna are replacing them

- The book fair will begin on December 1. The HAHSA organizer has requested that the dress down day, already scheduled on December 1, have a country-western theme to generate excitement in the book fair's theme: "saddle up and read".
 - ✓ Upon motion duly made by M. Guglielmino, seconded by I. Naccache and carried by unanimous show of hands, a country-western themed dress down day is approved for December 1. **(GB-20171120-5.0a)**
- The school has received a class set of twenty-six (26) laptops as a gift from the school board's IT department
- The GB's position relative to the Elementary Program of Studies reform was sent to the School Board. The policy has been updated and allows Hillcrest Academy's model of one week/one week to continue to the extent that the mandatory 300 minutes of English be taught per week in levels 1-6. The required English minutes can be used to teach any subject and not necessarily ELA. As a French immersion school, Hillcrest Academy is entitled to an exemption from the 75% minimum of the suggested time allocation for English Language Arts.

b) *Chair [A. Kosciuk for C. Mourad]*

- The GB workshop held on October 30 will be given again on November 30 at the administration center of the School Board in Rosemere. Those interested in attending should contact A. Kosciuk for the details.

c) *SWLSB Parents Committee [M. Arfanis]*

- PC Delegate attended the last meeting and informed GB of the elected executives. Carla Tosti, representing Rosemere High, has been re-elected as PC chair.
- Representative from the School Board spoke of vocational studies being offered, including a new auto-mechanics program.
 - M. Arfanis will forward GB the minutes of the October PC meeting once they have been circulated to PC members.

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

- The students thoroughly enjoyed their experience at the Cosmodome.

e) *HAHSA Report [L. Andradi and M. Guglielmino]*

- Chairs will need to be rented for the upcoming Winter Concert (see Item 9).
- HAHSA has started to organize the Winter Fair with the school administration.
- Book Fair organization is going well. If parents are interested in volunteering, please contact HAHSA as many volunteers are still needed. Please remember to send in your judicial form, if not already done.
- M. Guglielmino asks if any of the judicial checks have been returned. M. Lazaris states that she followed up last week and they had not.

- M. Lazaris will continue to follow up with Jocelyne Thompson at the School Board

8.0 Public Question Period

- Not Applicable

9.0 New Business

- a) Deed of establishment
- GB has consulted the deed of establishment and does not propose any amendments.
- ✓ Upon motion duly made by K. Koscher, seconded by M. Guglielmino and carried by unanimous show of hands, the above-referenced deed of establishment is approved without amendments. *(GB-20171120-9a)*
- b) Field Trip Approval
- Not Applicable
- c) School Activities
- See attached chart for additional details
 - The following three (3) School Activities were presented to the members for approval:
 - Holiday Breakfast
 - Voluntary Donation for Winter concert
 - Holiday Fair
- ✓ Upon motion duly made by K. Koscher, seconded by J. Gallant and carried by unanimous show of hands, the above-referenced school activities are approved. *(GB-20171120-9c)*
- d) Extra-Curricular Activities
- See attached chart for additional details.
 - The hockey tournament activity that was mentioned last month has been cancelled due to the indefinite absence of the staff organizing the activity.
 - The following Extra-Curricular Activity was presented to the members for approval:
 - Soccer tournament
- ✓ Upon motion duly made by K. Koscher, seconded by J. Gallant and carried by unanimous show of hands, the above-referenced ECA is approved. *(GB-20171120-9d)*
- e) Fundraiser Approval
- See attached chart for additional details
 - The following fundraiser was presented to the members for approval:
 - Scholastic Book Fair
- ✓ Upon motion duly made by K. Koscher, seconded by J. Gallant and carried by unanimous show of hands, the above-referenced fundraiser is approved. *(GB-20171120-9e)*
- f) Rentals
- See attached chart for additional details
 - The following rental was presented to the members for approval:

- Laurus summer camp (discussion ensued about the nature of the camp, the details of operation as well at the camp's responsibility regarding the condition they leave the school in once their rental is finished)
- ✓ Upon motion duly made by K. Koscher, seconded by J. Gallant and carried by unanimous show of hands, the above-referenced rental is approved. *(GB-20171120-9f)*

g) After-School Activities

- Nothing to report

h) Tentative December 18 meeting will not take place

- There are no pressing issues to discuss in December, therefore the December meeting will not be held. In January GB will need to approve Subject Time Allocation.
- M. Lazaris will send GB the information for review prior to the next meeting.

10.0 Confirmation of the date and time of next GB meeting

- Since Governing Board did not schedule the tentative meeting set aside for December, the next meeting is scheduled at 7 pm on January 22, 2018

11.0 Meeting Adjournment

- ✓ There being no further business and upon motion duly made by I. Naccache, seconded by C. Gosselin and carried by unanimous show of hands, the Chair declared the meeting to be adjourned at 7:57 pm.

Minutes respectfully submitted by:

M. Guglielmino

(s) M. Guglielmino

Acknowledgement of approval by
the members at a Board Meeting
held on January 22, 2018

M. Lazaris

(s) M. Lazaris

A. Kosciuk

(s) A. Kosciuk
