



ACADÉMIE HILLCREST ACADEMY
Meeting Minutes of the Governing Board
Staff Lounge of Hillcrest Academy
January 21, 2019

Present

M. Lazaris (Principal), V. Bond (Interim Vice Principal), N. Dranitsaris, A. Héту, M. Knox, K. Koscher, N. Turgeon-DeBonis, L. Andradi, M. Arfanis, M. Guglielmino, A. Kosciuk, E. Petroulakis, A. Abramovitch;

Absent with apologies

C. Mourad, S. Zoghby, C. Montpetit

Quorum

L. Andradi, chairing the meeting in C. Mourad's absence, 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 fourth regular meeting of the Governing Board for the 2018-2019 School Year was called to order at 7:03 pm by L. Andradi.

2.0 Welcome Remarks

- a. Welcome guests
 - Not applicable
- b. Congratulations to Mr. Nadeau
 - L. Andradi congratulates Mr. Nadeau on behalf of the Governing Board for his new position as Interim Principal at Arundel

3.0 Adoption of the Agenda

- A proposal is made to change item 8b) to read "SWLSB 2019-2020 calendar", to add "Merenda Catering", "Carbon-monoxide detectors" and "Town Hall Meeting" as items 6c), 8h) and 8i) respectively, and to approve the remainder of the agenda.

- ✓ Upon motion made by A. Kosciuk, seconded by M. Arfanis and carried by unanimous show of hands, the proposed agenda, as amended, is adopted. (*GB-20190121-3.0*)

4.0 Approval of Minutes of:

- a. November meeting
 - The Governing Board members declare having received and reviewed the minutes of the November 2018 meeting. The following changes are proposed:
 - Add M. Knox as absent and indicate that D. Zamora is attending in lieu of M. Knox

- ✓ Upon motion duly made by N. Turgeon-DeBonis, seconded by M. Guglielmino and carried by unanimous show of hands of members present at the November 2018 meeting, the Minutes of the November 2018 meeting, as amended, are approved.
(GB-20190121-4.0a)

5.0 Internal Rules of Procedure

- a) Review of rules of Operation
 - Not applicable
- b) Approval/modification of Internal Rules of Procedure
 - Not applicable

6.0 Business arising from Minutes

- a) *After School Activities Budget [L. Andradi]*
 - Budget is healthy
 - Profits are on target to equal or beat last year's, currently at \$15,000
 - Second session is always slower after the holidays but language courses provide consistent revenue
 - Last session will begin after Spring Break
- b) *ABAV plan [M. Lazaris]*
 - M. Lazaris explains that the school is seeing fewer incidents of violence and bullying
 - Currently 2 issues of bullying are identified in the school and the Administration is following the Plan in handling these issues
 - Seeing more bystanders informing administration and teachers of any incidents before they escalate and students appear to be opening up more to parents
- c) *Merenda Catering*
 - L. Andradi spoke to caterer regarding sponsorship for comedy night
 - Merenda wishes to know intention of school regarding renewal of contract
 - M. Lazaris expresses satisfaction with service and food, also mentions extra meals provided by Merenda
 - Orders reach 150 meals per day even on Pizza and Rubs days
 - Discussion ensues regarding decision to poll parents for their satisfaction with the current catering service prior to time at which decision to terminate/renew contract must be made
 - L. Andradi to prepare short survey questions regarding parent satisfaction with Merenda's catering services in terms of cost, quality and quantity (criteria on which caterer was chosen)
 - M. Lazaris to verify delay required in notice provision to renew/terminate catering contract

7.0 Reports

- a) *Principal [M. Lazaris]*
 - See Principal's Report attached as Appendix A
 - M. Lazaris addresses Mr. Nadeau's departure to act as Interim Principal at Arundel and explains that the position is in replacement of a sick leave and the time period is not determined
 - V. Bond will be Interim Vice Principal until his return

- It is intended that Ms. Lella will replace V. Bond for a minimum of 3 weeks, at which point Mr. Leslie (who is under contract until February 8) will come in to perform the Phys. Ed. Evaluations and replace V. Bond
- M. Lazaris also informs GB members that Remind 101 will be charging for the texts sent by the school as of January 28, 2019 so emails will be used instead as of such time to communicate information to parents

b) *Chair*

- Tabled to next meeting

c) *Parent Committee*

- Tabled to next meeting

d) *Daycare [N. Turgeon-DeBonis]*

- Ministry has increased subsidized fees from \$8.20 to \$8.35
- January 28 is the next Ped Day to Kidtopia in Boisbriand, needed a minimum of 20 to hold activity and have 24 registered so far
- Daycare parking is working better since the orange polls were installed, parents are forced to drive slower
- M. Lazaris explains that school zone needs to be cleared for safety and asks members to call 311 and extend request to other parents in the community

➤ Members are asked to call 311 to demand immediate snow clearing around the school

e) *HAHSA Report [M. Guglielmino]*

- HAHSA will be amending its constating documents next month
- Teacher appreciation week and Comedy Night were discussed at the last meeting

8.0 New Business

a) Allocation after school activity funds

- Tabled until next meeting

b) SWLSB 2019-2020 calendar

- Calendar is provided for GB consultation
- M. Lazaris explains how calendar is determined each year, stating no students can be in school after June 23rd, must count back 180 days of school excluding ped. days, holidays, etc.)
- Teachers come in 4 days before students and work 4 days after school ends
- In upcoming year, students will start after Labor Day, on September 3
- Members have no comments to propose regarding the SWLSB 2019-2020 calendar

c) Field Trip Approval

- *Summit Advanced Student Leadership*
 - See Flyer attached as Appendix B
 - Intended for student council and some leadership committee members
 - Event will take place on March 19; No cost
- *Trip to Quebec City*
 - See Information Form attached as Appendix C
 - Organized by Ms. Amanda for Grade 5 students to reinforce curriculum learned in social studies

- Transportation fees of \$44 for coach bus to be charged to parents, HAHS and Measure used for remaining \$40 of cost
- ✓ Upon motion duly made by N. Dranitsaris, seconded by M. Arfanis and carried by unanimous show of hands, the above-referenced field trips are approved. (*GB-20190121-8.0c*)

d) School-Wide Activities Approval

- *Simon Boudreau*
 - French singer will be teaching students to write songs
 - Will be offered to Grade 6 students on February 4 and to Kindergarteners in May
 - Cost covered by government grant
 - GB approval required as a result of change in students' schedule
- ✓ Upon motion duly made by M. Guglielmino, seconded by M. Knox and carried by unanimous show of hands, the above-referenced school activity is approved. (*GB-20190121-8.0d*)

e) ECA (Extra-curricular activities)

- Not applicable

f) Fundraiser Approval

- Student-initiated fundraiser is being proposed - see Flyer attached as Appendix D
- Bake Sale by Grade 6 students in support of the Ocular Melanoma Foundation
- Fundraiser is in keeping with school's support of entrepreneurial endeavors
- Details are still being formalized but likely to be on February 20 (Carnival) and approval would be conditional on M. Lazaris keeping GB members informed of details
- Fundraiser will be presented at Teacher Council tomorrow
- ✓ Upon motion duly made by M. Guglielmino, seconded by N. Turgeon-DeBonis and carried by unanimous show of hands, the above-referenced fundraiser is approved. (*GB-20190121-8.0f*)

- M. Lazaris to keep GB members informed of the Fundraiser being organized by Grade 6 students in favor of the Ocular Melanoma Foundation

g) Rentals

- M. Lazaris informs GB Members that Laurus Camp has paid all outstanding sums to the school and the schedule for next year's summer camp will end prior to teachers' first day back
- M. Lazaris also explains that gym can be rented by anyone in the community subject to signing a SWLSB-approved lease and the conduct of approved activities requiring the gym facilities (no equipment is included in the rental)

h) Carbon Monoxide Detectors

- The question arose in the wake of last week's evacuation of the École des Découvreurs school in LaSalle, after 35 children and eight adults were rushed to emergency rooms when the corridors of the elementary school filled with more than five times the acceptable level of carbon monoxide

- M. Lazaris explains that the School is equipped with carbon monoxide detectors although not required due to the fact that it uses electric heating

i) Town Hall

- Questions were asked regarding the dissemination of information regarding the Town Hall meeting being held this evening
- A. Kosciuk explains that the PC Chair sent the invitation to the PC Reps and Alternates and indicated that places were limited, the assumption being that the PC representatives would attend and relay the information back to the schools
- Certain members express their dismay at the fact that a Town Hall regarding Laval High Schools concerns all parents and the invitation should have been extended to the community at large

- M. Lazaris to inquire with SWLSB regarding dissemination of information (for ex. Town Hall) and include in Hillcrest Herald in the future

9.0 Public Question Period

- A. Kosciuk follows up with past action item regarding the possibility of replacing the soccer nets in the school yard, which have no netting, have become rusted and potential dangerous (ref. 20180618, item 9.0d)
- M. Lazaris explains that new soccer nets are included in the reconfiguration plans of the schoolyard

10.0 Confirmation date and Time of next GB meeting

- The next meeting will be held on February 18 at 7pm.
- Josée Côté, former Principal at Hillcrest will be speaking to GB regarding the SWLSB Foundation
- A. Kosciuk to inform C. Mourad to include J. Côté as guest speaker re: SWLSB Foundation at beginning of next meeting's agenda

11.0 Meeting Adjournment

- ✓ There being no further business and upon motion duly made by M. Guglielmino, seconded by N. Turgeon-DeBonis and carried by unanimous show of hands, L. Andradi declared the meeting to be adjourned at 8:27 pm. **(GB-20190121-11.0)**

Minutes respectfully submitted by:

A. Kosciuk

(s) Angela Kosciuk

Acknowledgement of approval by the members at a Board Meeting held on February 18, 2019

M. Lazaris

(s) M. Lazaris

L. Andradi

(s) L. Andradi

APPENDIX A
PRINCIPAL'S REPORT

Governing Board Meeting
Monday January 21, 2019
Principal's Report

Changes:

Congratulations to Mr. Nadeau for his interim placement. And to Mme Veronique for her placement as well. We will be replacing the phys. Ed. teacher soon. We will know for sure on Wednesday.

Hillcrest Events:

All activities were great. The Planaterium was 'Out of this World'!
AGAPE was most appreciative of the food we collected.
Our Winter Concert was unbelievably successful, and the children did an exceptional job. Thank you to the music teacher and the whole staff!
Fun Day was excellent. Our thanks to HAHSa for sponsoring it. We had the LSA band in last week and we had Santa in in December.

Upcoming Events: (Some are Pending Approval from G.B.)

S.H.I.N.E. for Gr. 5 & 6 will be in on January 25th. The first session was on the 14th.

Teacher appreciation week will be February 4th to the 8th.

Hooked on school days- school perseverance- is the week of the 11th.

Winter Carnival is February 20th, with the alternate day set for the 26th.

Reading week will be in April, starting on the 8th.

Parent teacher/portfolio is February 28th.

Leadership Retreat will be on February 20th.

I will be at a conference in Toronto from the 22nd- the 28th.

Tuesday April 30th is parent student transition to high school info session.

Registration:

Begins the week of February 4th. . We already have 1 full k class booked for registration. Re-registration begins on the 28th of January and will be done on line through Mosaic.

K orientation will be on the 2nd of May.

Reporting: term 2:

Term two will end on the 15th of February. Reports will go home the week of Feb. 25th.

APPENDIX B
STUDENT LEADERSHIP SUMMIT FLYER

MARCH 19, 2019



COMING TOGETHER TO LEARN AND GROW IN ORDER TO LEAD.



Website: asl.swlsb.ca

Performances
Speakers
Workshops
And much more!

Leaders from the Sir Wilfrid Laurier School Board are invited to SUMMIT at Laval Junior Academy.

- Leaders will spend a day dedicated to the development of their 'Leadership Competencies'.
- Leaders will learn how to turn learning in the classroom into skills for life.
- Leaders will return to their campus renewed and inspired to continue their work to change their world.

COST: FREE. Bring a lunch. A bus will pick you up and drop you off.

TOPICS accommodate learning for grade 5-11 student leaders:

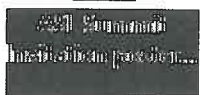
- Leadership in LIFE
- Leadership in Sport
- Leadership in Arts
- Authentic Leaders in business

RESERVE A SPOT FOR YOUR SCHOOL BEFORE JAN 25:

- **REGISTRATION GOOGLE FORM IS ON THE ADVANCED STUDENT LEADER HOME PAGE OF asl.swlsb.ca**
- You will receive information for GB in response to your registration.
- Your student leader preparation kit will be emailed to you in February.

Lazaris, Mary

From: Johnson, Daniel
Sent: Monday, January 14, 2019 10:07 AM
To: !ES-Principals
Cc: DaSilveira, Lynda
Subject: SWLSB's Advanced Student Leadership SUMMIT on March 19, 2019



Dear Principals, Teachers, and Staff,

Your student leaders and leadership teams are invited to the *SWLSB Advanced Student Leadership SUMMIT!* The SUMMIT is an opportunity for to all SWLSB student leaders. It will take place at Laval Junior Academy on March 19, 2019 from 9:00-14:00.

COST:

Free, transportation will be provided.

FOOD:

Snacks will be provided but please bring your own lunch.

WHY WOULD WE GO?

- The SUMMIT is a day of leadership learning that is designed to help strengthen the leadership competency for your students at your school.
- At the SUMMIT the students will hear from inspiring speakers, participate in exciting workshops, and enjoy performances from SWLSB singers and bands.

WHO WILL BE THERE?

2019 PRESENTERS:

YOUR STUDENTS

We would like to hear from each participating school campus leaders about what they are doing from the leaders. A maximum 5 minute talk, PowerPoint, or video. All preparation materials will be in your SUMMIT Kit that will arrive in February.

Dan O'Connor and Bradley Heaven

Bradley was born with spastic quadriplegic cerebral palsy. Dan has been working alongside Brad for the past 10 years as his aide. Since Bradley is non-verbal, they have their own way of communicating with his eye movements and body gestures. Bradley also uses technology that they have developed to communicate with the use of switches located on both sides of his head as well as an eye tracker and other tools. Over the years, they have seen the amazing effects technology has had on his life. Dan and Brad are leadership entrepreneurs who have created a business to help others use and adapt emerging technology in order to gain an 'All Access Life'. Dan and Brad will share their inspirational journey with our leaders.

APPENDIX C

QUEBEC CITY FIELD TRIP INFORMATION FORM



COMMISSION SCOLAIRE SIR-WILFRID-LAURIER
SIR WILFRID LAURIER SCHOOL BOARD

FIELD TRIP INFORMATION FORM

- NOTE:**
1. This form must be completed for all FIELD TRIPS to be approved by the Governing Board, the Director of Educational Services or the Executive Committee as required by Board Policy
 2. This request must be accompanied by a **copy of the resolution passed by the Governing Board** authorizing the Field Trip and signed by the principal
 3. **PLEASE SUBMIT TYPEWRITTEN INFORMATION OR REQUEST AN ELECTRONIC VERSION.**

WHO

SCHOOL	HILLCREST ACADEMY (154)
PARTICIPANTS	Grade 5 students
ORGANIZERS	Amanda Riva

WHAT

TRIP NAME	Quebec City
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WHY

OBJECTIVES (re: curriculum)	Throughout the year, students have been studying Quebec from 1745-1905 in social studies. On this trip students will see/experience what they learned in class.
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WHERE

DESTINATION ITINERARY BY DAY & DATES, CONTACT PERSON	Quebec City Pascale Castonguay @club Aventure Jeunesse 739 rue Saint-Pierre 450-961-2818 Terrebonne, QC, J6W 1E1
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HOW

MODE OF TRANSPORTATION	Coach Bus
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WHEN

DURATION DATES	Friday May 31, 2018
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Prerequisites ie : Ratios Passports, required documents etc.. High Risk to insurer	1 teacher / class see back
Cost :	44\$/child will be charged to parents (used 11\$-HASA 29\$-mesure) paying for buses - travel before + after school.

Principal's Signature _____

Date: _____

APPENDIX D

FUNDRAISER REQUEST LETTER IN SUPPORT OF
THE OCULAR MELANOMA FOUNDATION

Dear Governing Board members,
Cher membres du conseil du gouvernements,



Today, we want to share with you our project. We want to make a bake sale to raise funds for a rare type of cancer called Ocular Melanoma Foundation We would like to do this fundraising on Thursday, February 14th as part of the Valentine's Day celebration. We could do this fundraising for kindergarten, first and second grade at the third period. The rest of the grades will be after lunch.

We already have about 13 volunteers (sixth grade students and parents) to sell the pastries or to prepare them. There are no nuts of any kind in all the pastries. Everything is homemade apart the chocolate and juices.

Aujourd'hui, nous souhaitons vous faire part de notre projet. Nous voulons faire une vente de pâtisseries afin de ramasser des fonds pour la Fondation d'un cancer rare appelé Mélanome Oculaire.

Nous souhaiterions faire cette levée de fonds le jeudi 14 février dans le cadre de la fête de la Saint-Valentin. Nous pourrions faire cette levée de fonds pour les maternelles, première et deuxième année à la troisième période. Le reste des niveaux sera après le lunch.

Nous avons déjà à peu près 13 bénévoles (élèves de sixième année et parents) pour vendre et donner les pâtisseries ou pour les préparer. il n'y a aucune noix de tous genres dans toutes les pâtisseries. Tout est fait maison à part le chocolat chaud et les jus.

Sincerely, Yara P, Emily M and Georgia T.
Sincerement, Yara P, Emily M et Georgia T.

