



**Minutes of the 2022-2023 Hillcrest Academy Governing Board
held on November 14, 2023 at 7 p.m.**

Present:

GB Parent voting members: Tania Creswell, Patrick Cristofaro, Jeffrey Drake, Peter Moschonas, Steve Tobin, Sylva Yapoudjian,

GP Staff voting members: Nathalie Dranitsaris, Lella Georgakis, Valerie Guindi, Alexandre Hetu, Jennifer Klein, Marlene Knox,

Non-voting: Jennifer Maselli (alternate)

Administration: Tania Marchitello, Christine Gosselin

Guests: Students from E63 Alessandro and Kiara

1) Call to Order

The Governing Board meeting was called to order at 7:00 pm by Tania Creswell.

2) Welcoming Remarks

a. Student Presentation

Tania Marchitello welcomed Alessandro and Kiara (E63) to the meeting. They presented their "To Be Kind" fundraising idea to GB and left following their presentation. They would like to sell baked goods, pizza, popcorn and coffee at the upcoming parent/teacher meetings being held on November 27th. A table would be set up at the school entrance and would be organized by a group of six students. All money raised would be split 50/50 between the Montreal Children's Hospital and the Terry Fox Foundation. To be voted on during 5 (f).

3) Adoption of the Agenda

The Governing Board (GB) members declare having received and reviewed the agenda for the meeting.

Peter Moschonas asked to add 7(h) Acknowledgement of Land to the agenda.

Tania Marchitello asked to add 7(i) Sexuality of Education to the agenda.

✓ **GB-20231114-3.0** Upon motion made by Peter Moschonas, seconded Valerie Guindi and carried by unanimous show of hands, the Governing Board agenda is approved as proposed with the two additions.

4) Approval of Minutes

a. Approval of the Governing Board Minutes from the meeting held on October 3, 2023

✓ **GB-20231114-4.0** Upon motion made by Jeffrey Drake, seconded by Lella Georgakis the minutes are approved (7 yes / 8 abstained)

5) Business Arising from Minutes arising

a. Internal Rules and Procedures & Guide

Tania Marchitello reviewed the Procedures and Guide and confirmed that items can be added to the agenda the day of the meeting. The Guide, previously used by Ms Lazaris, was modified and presented to GB. The guide is very formal and explains how a GB functions.

- ✓ **GB-20231114-5.0** Upon motion made by Patrick Cristofaro, seconded by Jennifer Klein the current Internal Rules and Procedures were adopted unanimously.

b. Recordation of e-votes

	Cycle / grade	Date	Initiator	Details	Cost per child
1	Grades 4-5-6	Nov 15 Dec 13 Jan 24 Feb 21/ Mar 13 Mar 27	Mike Cucinotta	To compete in the RSEQ SWLSB ice hockey league. 6 game days from 8AM to 3PM held at Place Bell. Parents drive and pick up at Place bell.	\$550 inscription to be divided among members (+/- 20 students)
2	Grades 4-5-6	Nov 3	Grad committee	Halloween Costume themed Dance, from 4-6pm in the gymnasium. Dance will include a DJ. Grad committee members will supervise. Administration will be present.	\$5 entrance + additional fee to purchase food/ beverage items for students who wish to do so.
3	School wide		Grad committee	Chocolate box contains 60 mini (31gram) chocolate bars (World's finest). The box is \$100, 3 bars of chocolate are sold for 5\$. Grade committee receives 50% profit. \$50 per box sold. A note home with ALL students. The letter would clearly indicate that all proceeds would go to the Graduation committee. Parents would indicate if they are interested in receiving a box to sell, as well as an option to have the box sent home with their child or a pick-up time for those who prefer the chocolate not go home with the child.	\$0
4	School wide	Nov 2-12	Admin	Remembrance Day and Poppy Campaign, no fixed amount for donations, All of the money raised from poppy sales provide direct assistance for ex-service people in financial distress, as well as funding for medical appliances and research, home services, care facilities, and numerous other purposes.	donation
5	School wide	Dec 10	HAHSA	This event is not about fundraising but more about bringing our community together. We will offer tables to vendors for 25\$ each and these will be offered to our Hillcrest parent community first. We will also have many activities for the families such as a "make your own ornament" table, bouncers, hot cocoa/coffee, cookies (there will be alternatives for those with allergies), pictures with Santa, etc. - all provided by HAHSA. There will be a mixture of free activities provided by HAHSA and there will be stations with vendors to sell goods, food or services. Any money left over after covering the cost of the event will go back to HAHSA. Vote on the use of the school premises and the cost of 25\$ per table to be charged to vendors	\$0

- ✓ **GB-20231114-5.1b** Hillcrest Hockey Team request passed unanimously.
- ✓ **GB-20231114-5.2b** Graduation dance fundraiser passed unanimously.

Clarification on the point of abstentions and quorum. As such, quorum is obtained in e-votes by all members receiving the request to vote and responding by yes, no or abstain. Any abstentions are considered non-votes and are not counted for or against.

- ✓ **GB-20231114-5.3b** Graduation chocolate sale fundraiser passed (8 yes / 1 no/ 3 abstain)
- ✓ **GB-20231114-5.4b** Remembrance Day and Poppy Campaign passed (11 yes / 1 didn't vote)
- ✓ **GB-20231114-5.5b** HAUSA Holiday Fair passed unanimously

7:18 Sylva Yapoudjian arrived

c. Educations project developments

Tania Marchitello presented the “Developing our Strategic Plan”. There are 14 staff members on the team, at the last session the objectives were created. The two remaining items are:

1. how we are tracking & alignment
2. action plan

The two strategic priorities are:

1. Social Emotional Learning (SEL)

By June 2028 students will apply conflict resolution strategies – would like to reduce this by ½.
By June 2028 80% of students will report “agree” or “strongly agree” to feeling safe at school (currently only 47% according to this year’s results.)

2. Essential Learning Targets

The objective is for the pass rate (60%) for students on an IEP in English, Math and French to be equivalent to the pass rate of students not on an IEP by June 2028.

X% of students leave cycle 1 at grade level expectations (English/French). Expectations to be x+ by June 2028. *Cycle 1 student reading levels are currently being assessed to determine x.

How will we deliver? This will be done with our action plan that is currently under development.

Administration is responsible for: Development and implementation of plans and monitoring progress. GB helps to adopt the policy and maintain vision.

KPI’s will be part of the educational project. Tania Marchitello will share the progress on a yearly basis.

We would also like to get information from our students to see why their “sense of belonging” has increased but their “feeling safe” has decreased.

d. Field Trip Approval

Grades 3-4	May 2	Journée en plein air at Les CampsRep in Chertsey.	\$41.30 per student (total cost assumed by parents)
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- ✓ **GB-20231114-5.0d** Upon motion made by Peter Moschonas, seconded by Patrick Cristofaro and carried by unanimous show of hands the fieldtrip was approved.

e. Schoolwide Activities Approval

1	All students	Dec 21	Mr. Cummins, and all students, will present a music show in the gym. AM presentation will be school-wide / PM presentation open to parents. Donations collected will be used to repair musical instruments. Chairs will be provided by the school.	Open donation
2	Pre-k, K, gr 1	Jan 19	Spectacle de Magie to be presented in-school at 11:25	\$6.55 per student (total cost assumed by parents)
3	Cycle 1	Mar 11-13	PopArt – 3D art taught to students in-school	Paid by Measure – Culture in Schools
4	All students	Dec 22	Science show. Junior / Senior sessions	Paid by HAUSA

- ✓ **GB-20231114-5.1e** Upon motion made by Steve Tobin, seconded by Marlene Knox and carried by unanimous show of hands the music concert was approved.
- ✓ **GB-20231114-5.2e** Upon motion made by Valerie Guindi, seconded by Alex Hetu and carried by unanimous show of hands the magic show was approved.
- ✓ **GB-20231114-5.3e** Upon motion made by Marlene Knox, seconded by Lella Georgakis and carried by unanimous show of hands the PopArt activity was approved.
- ✓ **GB-20231114-5.4e** Upon motion made by Peter Moschonas, seconded by Alex Hetu and carried by unanimous show of hands the science show was approved.

f. Fundraiser Approvals

1	Holiday Fair – baked goods, coffee, hot chocolate and wrapping (HAUSA is ok with this)	Dec 10	Organized by the Grad committee to take place during the Holiday Fair	To raise funds for 2024 grad
2	To Be Kind – baked goods, coffee sale as presented by two students in E63	Nov 27	Organized by Students Alessandro and Kiara (E63) (run by a total of 6 students)	Money raised will be split 50/50 between The Montreal Children’s Hospital and the Terry Fox Foundation
3	Agape Food Drive	Nov 27–Dec 14	Organized by the office	Collect of non-perishable food

- ✓ **GB-20231114-5.1f** Upon motion made by Valerie Guindi, seconded by Steve Tobin and carried by unanimous show of hands it was approved for the Graduation committee to sell baked goods at the Holiday Fair.

- ✓ **GB-20231114-5.2f** Upon motion made by Patrick Cristofaro, seconded by Peter Moschonas and carried by unanimous show of hands, the To Be Kind project is approved.
- ✓ **GB-20231114-5.3f** Upon motion made by Jennifer Klein, seconded by Lella Georgakis and carried by unanimous show of hands the Agape food drive is approved.

6) Reports

a. Principal

Tania Marchitello thanked HAUSA for the beautiful decorations and generous pumpkin donations at Halloween. It was mentioned that some students brought home pumpkins that were not decorated.

b. Chair

Tania Creswell mentioned that GB training took place last week and was very informative, she will forward the slides to all members. There will be another GB training on February 20th. E-votes were discussed, the School Board strongly discourages them unless time is of the essence. We need to reiterate to both HAUSA and Grad committee to be proactive with their needs for GB approval.

c. Parent Committee

Peter Moschonas discussed the highlights of the November 3rd meeting. Increase support to students, diverse learners. Need to attract, retain and support employees. Graduation rate has increased by 4% to 88.3%.

d. Daycare

Upcoming PED day on November 24th. Student activity is Ceramic Café, an extra charge of \$17.25 per student.

e. HAUSA report

Jeffrey Drake spoke of the pumpkins that were distributed at Halloween, next year they are looking into different options. HAUSA is focusing less on fundraising this year as their budget is healthy. December 10th Holiday Fair event – free activities for children, there will also be vendors. We need to find out the capacity – as this is the first time hosting this event there is no guess as to how many people will attend.

7) New Business

a. GB voting and abstentions

Tania Creswell asked to add details to our Rules & Procedures regarding e-votes. E-votes need to mimic in-person meetings. Need to establish quorum, set forth a motion and second.

There are many reasons that a member may abstain; conflict of interest, don't feel they have sufficient information, not comfortable voting. GB mandate is to be able to decide either for or against. It is imperative to ask questions if you don't feel that you have enough information. Valerie Guindi asked if we could use a google doc to motion and vote (live document) instead of multiple emails. Wording of Internal Rules & Procedures to be brought to next meeting.

- b. Deeds of Establishment
Tania Marchitello presented the 2024/25 Deed of Establishment.
- ✓ **GB-20231114-7.0b** Upon motion made by Jeffrey Drake, seconded by Jennifer Klein and carried by unanimous show of hands, the 2024/25 Deed of Establishment is accepted as presented.
- c. 3-year Consultation on Immovables
Page 8 of the 3-year plan was discussed and a motion was put forth to accept the 3-year plan without the possibility of the Ville de Laval, and its citizen's, to renew the use of the Parc-École for another 5 years. As was discussed at last year's GB meeting.
- ✓ **GB-20231114-7.0c** Upon motion made by Peter Moschonas, seconded by Steven Tobin and carried by unanimous show of hands, the motion was approved.
- d. Measure Allocations 2023-24
Tania Marchitello confirmed having received the dedicated and protected measures from the government and reviewed all allocations with the GB.
- ✓ **GB-20231114-7.0d** Upon motion made by Peter Moschonas, seconded by Marlene Knox and carried by unanimous show of hands, the GB acknowledges that the measures have been presented.
- e. GB Financial Year End Report 2022-23
Tania Marchitello presented the year-end report from last school year. It was explained that too much money was left over at the end of the year (\$30K), due in part by the transition of principals. It is also a requirement that all goods purchased are received before July 1st and this is sometimes difficult.
- ✓ **GB-20231114-7.1e** Upon motion made by Steve Tobin, seconded by Jeffrey Drake and carried by unanimous show of hands, GB acknowledges that last years final budget has been presented.
- ✓ **GB-20231114-7.2e** Upon motion made by Jeffrey Drake, seconded by Valerie Guindi and carried by unanimous show of hands, the GB meeting will be extended by an additional fifteen minutes.
- f. ABAV 2023-24
Tania Marchitello presented the ABAV plan including content in Sexuality Education. It was explained that there are new items included that cannot be changed due to laws, we went over what can be changed. Three new definitions were added.
- ✓ **GB-20231114-7.0f** Upon motion made by Patrick Cristofaro, seconded by Jeffrey Drake and carried by unanimous show of hands, the ABAV 2023/24 was approved.

g. Merenda Catering Services

- ✓ **GB-20231114-7.0g** Upon motion made by Valerie Guindi, seconded by Marlene Knox and carried by unanimous show of hands, the discussion on Merenda catering services was tabled until the next meeting.

h. Acknowledgement of Land

Peter Moschonas asked if the Acknowledgement of Land can be read at the beginning of each GB meeting by a member. Tania Marchitello advised that she could provide the text.

- ✓ **GB-20231114-7.0h** Upon motion made by Peter Moschonas, seconded by Jennifer Klein and carried by unanimous show of hands, the motion to read the Acknowledgement of Land at the beginning of each GB meeting was approved.

i. Sexuality Educational Plan

Tania Marchitello explained that our school remained status quo for the 2023/24 school year with regards to our ERC program. The Sexuality Educational Curriculum was developed by the MEEQ and must be taught. The timeframe and hours of content, per grade, was presented including in which subjects it will be taught.

- ✓ **GB-20231114-7.0i** Upon motion made by Marlene Knox, seconded by Alex Hetu and carried by unanimous show of hands, the Sexuality Educational Plan was adopted as presented with a correction to the hours in grade 5 under sexual assault, it should read 1.5 hours for both FSL and ELA.

8) Public Question Period

N/A

9) Confirm date and time of next GB meeting

The next Governing Board meeting will be held on December 12, 2023.

10) Meeting Adjournment

- ✓ **GB-20231114-14.0** There being no further business and upon motion made by Marlene Knox, and seconded by Steve Tobin the meeting was adjourned at 9:15pm. All in Favour.

Minutes respectfully submitted by Sandie Szaniszlo

Minutes approved by **GB-20240123-4.0**