

# MINUTES

## Honoré Mercier Elementary School Governing Board

*Monday, September 18, 2023 @ 7:00 p.m. | Meeting called to order by Verena Garofalo*

### In Attendance

|                              |   |                              |    |
|------------------------------|---|------------------------------|----|
| Verena Garofalo (Chair)      | X | Robert Panetta               | X  |
| Daniela Buttino              | X | Merika Ramundo               | X  |
| Diego Di Stefano             | X | Peter Tsatoumas              | X  |
| Lino Faratro                 | X | Saffiran Ali                 | X  |
| Veronica Graniero            | X | Giuseppe Fazzari             | X  |
| Andrew Martinez              | X | Tonie Morena                 | X  |
| Dykes Sabrina (Alternate)    | X | Maria Scicchitano            | XP |
| Sonia Ranellucci (Alternate) |   | Sally Behjoudi               | XP |
|                              |   | Fabiana Ciacciarelli         | XP |
| <b>Administration:</b>       |   | <b>Commissioner, Ward 8:</b> |    |
| Patrizia Tummillo-Principal  | X | Mario Pietrangelo            | R  |

X = Present

R = Regrets

XP = Present Public

**Assign minute-taking duties:** Saffiran Ali

**Assign time-keeper duties:** Robert Panetta

### 1. Additions to Agenda

1. Beautification Project
2. Website

### 2. Approval of the Agenda

- a. Motion to Approve: Giuseppe Fazzari and Saffiran Ali

**Motion Passed – Unanimously**

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### 3. Adoption of Minutes

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- a. Motion to adopt minutes: Merika Ramundo and Robert Panetta  
**Motion Passed – Unanimously**

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### 4. Nominations and vote

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Nominations and vote:

- a. Secretary: Saffiran Ali  
**Motion Passed:** Giuseppe Fazzari and Diego Di Stefano
- b. Treasurer: Giuseppe Fazzari  
**Motion Passed:** Andrew Martinez and Merika Ramundo
- c. Chair: Verena Garofalo  
**Motion Passed:** Andrew Martinez and Robert Pannetta

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### 5. Business Arising from minutes

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- a. Governing Board meetings rules of engagement/rules of conduct
- Verena went through the rules of engagement from the Governing Board Manual (<https://www.emsb.qc.ca/emsb/community/parents/governing-boards>)
  - AN EXAMPLE OF RULES OF CONDUCT
    - Members of the Governing Board will:
    - Attend meetings regularly
    - Arrive on time
    - Advise the chairperson in advance if unable to attend
    - Raise their hand when they wish to speak
    - Wait for the chairperson to give permission to speak
    - Always address the chairperson when taking part in the discussion
    - Avoid speaking when someone else is speaking
    - Stay on the subject or motion being discussed
    - Keep their contribution to the discussion short and to the point
    - Avoid numerous interventions on the same topic
    - Be objective
    - Not be silent during the debate and then criticize after the meeting
    - Respect the right of others to express their opinions
    - Listen and speak politely
    - React to a point of view, never the person
    - Fully understand any proposal or report that is presented before voting
    - Once a decision is taken, support that decision
    - Be willing to participate in activities of the governing board
    - Respect all rules of procedure and guidelines for conduct
- b. Review + approval GB 2022-2023 Annual Report
- Approved by Robert Panetta and Merika Ramundo

c. Extracurricular activities - Fall/Winter

- Have a single communication near the start of the school year for parents that lists all extracurricular activities.
- Karate notice has been sent and starting Wednesday, Sept 27, 2023
- Académie de danse: The price is the same as in studio, supervision is needed: children are left alone. Communicated with Ms. Maria Scicchitano, she will get back to us concerning availabilities and cost.
- Red Cross and Enfants et compagnie: Chair (Verena Garofalo) will follow up.
- Level Hockey: The chair (Verena Garofalo) will follow up.

**Motion:** Have a single communication near the start of the school year to parents that lists extracurricular activity dates and prices for the first semester (September to January).

Motion: Verena Garofalo and Andrew Martinez

**Motion Passed – Unanimously (2023-06-19)**

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## 6. New Business

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a. Field Trips:

- Field trips (day trips) Approval by teachers

**Motion to Approve:** Merika Ramundo and Robert Panetta

**Motion Passed - Unanimously**

b. Graduation Hoodies:

- Permission to alter school logo for Grade 6

**Motion to Approve:** Merika Ramundo and Lino Faratro

**Motion Passed - Unanimously**

c. School Dress Code provider:

- FootZone as supplier for 2023-24 school year
- Great Quality
- Good service

**Motion to Approve:** Andrew Martinez and Peter Tsatoumas

**Motion Passed - Unanimously**

d. Promotion East-End Schools

- EMSB sending Pamela Pagano to help with promotion (website, community).
- Ms. Tummillo will have a meeting with Pamela on Friday Sept 22, 2023 (more details to come).
- Pamela will help with our Open House on November 30, 2023

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## 7. Varia

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- Beautification fund: Merika Ramundo inquired about the possibility of applying for funds from the EMSB beautification fund. Ms. Tummillo confirmed that the fund exists and that there is a submission process. Ms. Tummillo will email Governing Board members with more information about the fund.
- Website updates: Merika Ramundo mentioned that some content on the GB website was missing or out of date, including some minutes from 2021-2022 and 2022-2023. Ms. Tummillo asked Merika to email Veronica and Verena with a listing of the information that required updating.
- Would it be possible for PELO to be offered as an after-school activity?
  - a. Ms. Tummillo will get back to us, if possible.
- Le Doral does not provide plastic utensils anymore.

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## 8. Principals' Report

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- a. Budget review
  - Ms. Tummillo will provide more details in November 2023
- b. School-wide
  - Picture Day: September 21,2023
  - Sibling Pictures: September 22,2023
  - Milk program starts: September 25, 2023
  - Curriculum night 2024: Next year it will be a week or two later than this year.
  - Orange Shirt Day: September 29
  - Attestation Day: September 29
  - Progress Reports: October 12
  - Open House: November 30

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## 9. Teachers' Report

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- a. HM Band, an after school extracurricular for students in grades 5 and 6, will start soon and go until June 2024. There will be a fee to participate and this will cover the instrument rental fees.
- b. Practices for Eva the Louse will start soon.
  - Students who auditioned and were chosen to participate were contacted at the end of the 2022/23 school year. These students paid a \$30 registration fee.
- c. Activities during lunch, ie: volleyball, will commence soon. More information to follow.

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## 10. Daycare Report

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- a. There is a shortage of staff and lunch monitors.

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## 11. Home and School Report

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- a. First meeting on September 26<sup>th</sup> (documents to register for the 2023-2024 H&S Association to be filled out by October 15<sup>th</sup>)
- b. Welcome day was a success! H&S provided the ice cream.

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## 12. Treasurer's Report

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- a. New school year started: nothing to report

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## 13. Commissioner's Report

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- a. N/A

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## 14. Central Parents Committee Report

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Merika Ramundo reported:

- a. Letter drafted and submitted from EMSB Parents Committee to EMSB senior administration calling for immediate action to develop a plan around mental health initiatives to be implemented across the school board.
- b. PC Parent Commissioners brought forward a letter against the banning of raffles, bingos, 50/50 draws along with a motion. The motion to reinstate the above fundraising activities was passed as long as Home and Schools and PPOs follow the regulations laid out by the QC government and guidelines set out by EMSB and principals. More information to come.
- c. 2023-2024 will be a key year for EMSB schools and their communities. A board wide review of all educational projects will take place. Governing Board members and constituents will play a key role in this process. More information to come.

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## 15. Next Governing Board Meeting Date(s)

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- October 16<sup>th</sup>, 2023 | 6:30 PM
- November 13<sup>th</sup>, 2023 | 6:30 PM
- December 11<sup>th</sup>, 2023 | 6:30 PM
- February 5<sup>th</sup>, 2024 | 6:30 PM
- March 18<sup>th</sup>, 2024 | 6:30 PM
- April 15<sup>th</sup>, 2024 | 6:30 PM
- May 13<sup>th</sup>, 2024 | 6:30 PM
- June 10<sup>th</sup>, 2024 | 6:30 PM

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## 16. Questions

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- Discussed different extracurricular activities after school, such as music and art
- Question regarding enrollment. Ms. Tummillo reported that 290 students were enrolled at Honoré Mercier as of September 18.

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## 17. Adjournment

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- a. Motion to adjourn the meeting at 9:00 p.m.  
**Motion to Approve:** Giuseppe Fazzari and Lino Faratro  
**Motion Passed - Unanimously**

# MINUTES

## Honoré Mercier Elementary School Governing Board

*Monday, October 16, 2023 @ 6:30PM | Meeting called to order by Verena Garofalo*

### In Attendance

|                              |   |                              |    |
|------------------------------|---|------------------------------|----|
| Verena Garofalo (Chair)      | X | Robert Panetta               | X  |
| Daniela Buttino              | X | Merika Ramundo               | X  |
| Diego Di Stefano             | X | Peter Tsatoumas              |    |
| Lino Faratro                 | X | Saffiran Ali                 | X  |
| Veronica Graniero            | X | Giuseppe Fazzari             | X  |
| Tonie Morena                 | X | Andrew Martinez              | X  |
| Dykes Sabrina (Alternate)    | R | Sonia Ranellucci (Alternate) | R  |
|                              |   | Arianna Holowka              | XP |
|                              |   | Sally Behjoudi               | XP |
| Andrew Martinez              | X | Giuseppe Fazzari             | X  |
| <b>Administration:</b>       |   | <b>Commissioner, Ward 8:</b> |    |
| Patrizia Tummillio-Principal | X | Mario Pietrangelo            | R  |

X = Present

R = Regrets

XP = Present Public

**Assign minute-taking duties:** Saffiran Ali

**Assign time-keeper duties:** Robert Panetta

### 1. Additions to Agenda

- BAND

### 2. Approval of the Agenda

- **Motion to approve the meeting agenda:** Merika Ramundo, seconded by Lino Faratro

## Motion Passed – Unanimously

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### 3. Adoption of Minutes

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- **Motion to adopt minutes from the September 2023 meeting:** Robert Panetta, seconded by Lino Faratro

#### Motion Passed – Unanimously

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### 4. Business Arising

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#### 4.1 PELO:

- PELO is not offered after school as staff is not available and other activities are already scheduled. Ms. Tummillo reported that PELO has started.
- **Motion to approve: PELO to be offered to Honoré Mercier students during lunch time:** Merika Ramundo, seconded by Peter Tsatoumas, **Motion Passed – Unanimously**

#### 4.2 After School Activities:

- Enfants et compagnie:
  - Provided a long list (including baby sitting/ First Aid for 11 years old +).
  - Verena Garofalo will provide a list of recommended activities to Ms. Tummillo and the GB.
  - Goal is to offer at least a 6-week session this term.
- Next level hockey:
  - After conversations with the EMSB, we have been informed that NLH will no longer be a EMSB ECA provider.

#### 4.3 Budget:

- No details to provide at this time.

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### 5. Principals' Report

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- School-wide
  - We held our first Virtue of the Month assembly – this was focused on “gratitude”.
  - Next month will be on “kindness”
  - Pamela Pagano has started helping promote the school on social media. She will also focus a campaign on promoting HM’s Open House on November 30, 2023
  - Progress reports are available on Mosaik as of October 12, 2023
  - Orange t-shirt day was on September 29, 2023.

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### 6. Teachers' Report

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#### 6.1 Music:

- Band practice has started – it is after school on Tuesdays and Thursdays until June 2024
- Eva the Louse practice has started – every Monday at lunch – and it’s going very well.



## 6.2 Physical Education:

- Started volleyball this week
- Participated in the cross country run at Mont-Royal with selected students from Grade 4-5-6. Kids had a great time.

## 6.3 Home room:

- Report cards are coming up and there is a lot of evaluation work. Term 2 begins shortly.

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## 7. Daycare Report

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- 120 kids are registered
- Started after-school activities with daycare students, at no extra charge to parents:
  - Soccer on Mondays
  - Mad Science on Thursdays for Grades 4-5-6
  - Dance will start December 4<sup>th</sup> for Kindergarten & Grade 1

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## 8. Central Parents Committee Report

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- Enrollment sub-committee at the EMSB Parents Committee was established in order to discuss enrollment issues and how schools can best market their schools to increase enrollment. Parent Commissioner Maria Corsi offered to attend a GB meeting to answer questions or help brainstorm ideas on enrollment in east end schools.

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## 9. Treasurer's Report

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- New school year started: nothing to report

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## 10. Commissioner's Report

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N/A

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## 11. Home and School Report

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- Next meeting is coming up in November.
- Chocolates were sent out in time for Thanksgiving weekend.
- Halloween meeting coming up to discuss details around the HM Haunted House

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## 12. New Business Arising

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### 12.1 Educational Project consultation with HM GB:

- Very formal process this year. Will include a survey sent to all parents. Questions are not known yet.
- Possibility for parents to complete questionnaire during Parent/Teacher Interviews on November 23.
- Governing Board members discussed meeting before the survey distribution so we can discuss the questions.

12.2 This is a negotiation year for teachers:

- Teachers voted in favour of striking.
- A strike notification will be sent out ahead of time.

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## 13. Varia

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13.1 Honoré Mercier Band:

- Practice is Tuesday and Thursdays, 2:45 p.m. – 4:00 p.m. for grade 5 and 6 students.
- Practices run until June 2024, exact date TBC
- The fee to participate in HM Band is 260\$ student – this is \$10 more than last year, due to inflation. This price covers the instrument rentals and music books.
- **Motion to approve the fee per student to participate in HM Band:** Robert Panetta, seconded by Giuseppe Fazzari, **Motion Passed - Unanimously**

13.2 Grade 6 (Field Trip)

- Winter Camp: for Grade 6 students February 7-8-9, 2024. Additional information will be provided at a later date.
- This is an overnight trip and the preliminary cost per student is \$275 + tax. The cost of the transportation will be added when confirmed.
- **Motion to approve the preliminary cost per student for the grade 6 trip:** Lino Faratro, seconded by Diego Di Stefano, **Motion Passed - Unanimously**

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## 14. Next Governing Board Meeting Dates

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- November 13, 2023, 6:30 PM
- December 11, 2023, 6:30 PM
- February 5, 2024, 6:30 PM
- March 18, 2024, 6:30 PM

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## 15. Questions

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15.1 Discussion regarding the recent complaints and remarks by a HM parent posted on social media. GB members are concerned about the false allegations towards our school and staff.

- **Motion** to call on EMSB senior administration team to consult their legal counsel about these incidents and to come back to the Governing Board with options for recourse within the next 10 days.

- **Motion to approve:** Diego Di Stefano, seconded by Robert Panetta, **Motion Passed, Unanimously**

15.2 Discussion regarding increasing transparency for fundraisers brought to GB board meeting for approval. In the past details on fundraising goals, budgets and projections were not shared with GB. Group encouraged to ask clarifying questions and seek more information regarding these requests before approving.

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## 16. Adjournment

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- Motion to adjourn the meeting 8:05 pm
- **Motion to approve:** Andrew Martinez, seconded by Giuseppe Fazzari, **Motion Passed, Unanimously**

# MINUTES

## Honoré Mercier Elementary School Governing Board

*Monday, November 13, 2023 @ 6:30PM | Meeting called to order by Verena Garofalo*

### In Attendance

|                              |    |                              |    |
|------------------------------|----|------------------------------|----|
| Verena Garofalo (Chair)      | X  | Robert Panetta               | R  |
| Daniela Buttino              | X  | Merika Ramundo               | X  |
| Diego Di Stefano             | X  | Peter Tsatoumas              | X  |
| Lino Faratro                 | X  | Saffiran Ali                 | R  |
| Veronica Graniero            | X  | Dykes Sabrina (Alternate)    | X  |
| Tonie Morena                 | X  | Sonia Ranellucci (Alternate) | X  |
| Andrew Martinez              | R  | Giuseppe Fazzari             | R  |
| Mary Baccari                 | XP | Arianna Holowka              | XP |
| Nancy Cantini                | XP | Sally Behjoudi               | XP |
| Patrizia Tummillio-Principal | X  | Mario Pietrangelo            | X  |

X = Present

R = Regrets

XP = Present Public

**Assign minute-taking duties:** Merika Ramundo

**Assign time-keeper duties:** n/a

### 1. Additions to Agenda

14.1 Educational Plan Survey

14.2 GB Training Workshop

14.3 Beautification Funds

14.4 Lead & Water Filtration Question

14.5 Concert motion / art show idea

### 2. Approval of the Agenda

- a. Motion to Approve: Veronica Graniero. Seconded by: Sonia Ranellucci

**Motion Passed – Unanimously**

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### 3. Adoption of Minutes

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- a. Motion to adopt minutes from October 16, 2023: Lino Faratro. Seconded by: Diego Di Stefano  
**Motion Passed – Unanimously**

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### 4. Business Arising

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#### 4.1 Raffles

- Merika Ramundo reminded GB that last year the Council of Commissioners passed a motion rescinding the ban on raffles, bingos, 50/50 draws.
- Principal Tummillo relayed that administrators spoke about this at their meeting and the EMSB's biggest concern is that adults cannot sell raffle tickets to children. Children cannot participate in these types of events. These types of transactions must be between adults.
- Approach/process not defined in Council of Commissioners' motion therefore each school is left to manage activities locally.
- Conversation about HM's approach to raffles, 50/50s, Bingos tabled once a raffle comes to GB for approval.

#### 4.2 Follow up on motion to receive information from EMSB senior leaders re: negative comments on social media.

- Ms. Tummillo and Regional Director Lacroix spoke.
- The situation is under control and allegations have been addressed.
- Monitoring accordingly and with support of legal department will address any future incidents as they arise.

#### 4.3 Budget

- Have yet to receive the budget. Details to be sent in December.
- Funds are being spent accordingly.

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### 5. Principals' Report

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- Report Card: Parents should be receiving report cards soon on Mosaic.
- Remembrance Day: Veterans came to visit with the children.
- Virtue of the Month: Assembly will be held this Friday. Kindness is the virtue of the month and Pamela Pagano will be on site to celebrate and record the festivities for her "kindness" segment on CityTV.
- Seko has integrated nicely into school culture and life. Seko is a great motivator. Teachers have used "Recess with Seko" as a reward – pawsome reward / pawsome time!
- Haunted House activity was incredible. Thank you to Home and School volunteers for creating such a spooky, great event.
- Principal Tummillo attended a conference recently and the focus was AI in Education. Artificial Intelligence is changing the world very quickly. Different approaches explored including how to incorporate AI into teaching.

- EMSB teachers and support personnel will be on a general strike November 21-22-23. The calendar was changed to reflect the strike action.

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## 6. Teachers' Report

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Veronica Graniero:

- Volleyball invitational at LMAC on November 20.
- Music concert will be held on December 20. Times to be confirmed later. Donations will be collected at the door.
- Excited to meet all parents during parent-teacher night.
- Congratulations to our grade 6 girls cross country team – they came in third place overall!

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## 7. Daycare Report

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- No budget received yet.
- Daycare will be open on Monday, November 20 and Friday, November 24.
- After school activities have started. Cooking classes will begin in January.

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## 8. Central Parents Committee Report

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Merika Ramundo reported:

- Certificate of eligibility: Parents Committee is seeking clarity on issues related to accessing English eligibility certificates. The perception is that you forfeit your right to English eligibility if you send your children to French school. More information to come.
- Donations: Reminder that community members, like parents, CAN solicit corporate donations. Tax receipts can be issued, and parents are to work with EMSB senior administration and their principal to process the donation.
- Clarification from Regional Director Jimmy Giannacopoulos, at the EMSB that Governing Boards can use the yearly allotment of \$250 towards marketing initiatives like social media advertising.
- EMSB marketing guide for principals: Parent Commissioner Maria Corsi reminded the committee that Michael Cohen who heads up EMSB communications developed a guide for principals on how to market their schools to the community. All principals should have access to this guide.
- General Communications: Larger discussion with PC members on marketing of schools. Website improvements were brought up and the EMSB administration mentioned that a website/migration/redesign process across the system was underway.
- Transco strike: No news on a resolution concerning the bus strike.
- At the end of October the QC government unveiled \$30 million program to prevent school violence. <https://montrealgazette.com/news/quebec/quebec-unveils-30-million-program-to-prevent-school-violence>

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## 9. Treasurer's Report

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Nothing to report.

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## 10. Commissioner's Report

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Commissioners, GB chairs and PC members recently met to hear updates from Council of Commissioners Chair Joe Ortona about court challenges brought forward by the EMSB.

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## 11. Home and School Report

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- Haunted House activity was a great success. Thank you to all teachers, support staff, parent volunteers who were involved.
- Chocolate Drive: H&S is collecting funds. Total funds raised confirmed soon.
- Book Fair and Bake Sale modified due to change in schedule.

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## 12. Email approvals

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12.1 Principal Tummillo thanked GB members for approving the calendar change.

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## 13. New Business Overview

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13.1 Overview with Joe Ortona: Commissioners, GB chairs and PC members recently met to hear updates from Council of Commissioners Chair Joe Ortona about court challenges brought forward by the EMSB. The EMSB court challenges so far: Bill 40, Bill 23, Bill 21, and Bill 96.

### Bill 40

- Two years after the EMSB asked for an injunction, they were recently advised that they won on every single point – they have the right to manage and control their school system.
- Judge set new precedent:
- QC Government has appealed
  - Governance model (school board elections, ppl that have a right to sit at the table)
  - Obligation to consult (ruled that consultation has to happen and people have to be heard).
  - We have the exclusive management and control of how we spend and allocate to budgets/funds
- QC Government has appealed
  - Initial judgement is suspended until answer from court of appeal – we will continue as per usual for at least another year.

### Bill 23

- Has not passed yet and it is considered worse than Bill 40 (it was presented while Bill 40 was pending)
- It consists of the centralization of power.
- It would give the Government the power to choose Director General and staff - counsel would have no say on how the school board is run.
- There is a provision that the Government can annul any decision made at counsel
- EMSB has already stated that they would seek an injunction like they did for Bill 40

### Bill 21

- Religious symbols ban

- + section 28 is a gender equality clause
- There was a 240-page judgement – in which the EMSB won however, the Government appealed before even reading judgement in April 2023
- A judgement on the appeal should be set in the next few months
- If we win again, this will likely go to the Supreme Court

#### Bill 96

- This is a new language bill which would change French language charter
- EMSB is fighting this Bill based on:
  1. We want to maintain the right to manage and control how we function as a school board
    - ex: Parent/teacher communications, school emails, teacher trainings, notes home, etc would have to be in French.
  2. Bilingual court filings
  3. Unilateral update to the Constitution
    - EMSB sought an injunction and should have the ruling soon
    - While French is official language in Quebec, constitutionally, all laws are required to pass in both languages – the National Assembly is bilingual.

13.2 Yoga 6<sup>th</sup> Grade Fundraiser: Nadia Ramundo, an HM alumni has volunteered to give 19 yoga sessions for the community with all funds going towards grade 6 activities. The drop-in sessions would be held on Wednesdays in the school gym from 7-8 pm. Price: \$10 per person, per session. At March 18, 2024 GB meeting we will revisit how the sessions are going and if we want to cap the funds raised for grade 6 to a determined amount and direct overflow funds to general school needs. **Motion to approve the fundraiser: Sabrina Dykes. Seconded by: Lino Faratro. Motion Passed – Unanimously.**

13.3 Food and Gift Card Holiday Guide: HM School administration would like to run a food/grocery store gift card holiday drive. All food, gift cards, canned goods to be donated to St. Brendan's Church. **Motion to approve the fundraiser: Diego Di Stefano. Seconded by: Veronica Graniero. Motion Passed – Unanimously.**

13.4 Sox-In-A-Box campaign: As was done before, numerous schools across the EMSB are participating in the collection of socks. The motion proposed relates to the collection of socks only. An e-vote will take place should grade 5/6 students be invited to go to another school to wrap the socks. **Motion to approve the fundraiser: Diego Di Stefano. Seconded by: Lino Faratro. Motion Passed – Unanimously.**

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#### 14. Varia

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14.1 Educational Plan Survey: Principal Tummillio reported that a survey to parents and GB members would be distributed at parent-teacher night. Feedback will be gathered from different groups and compiled. More information to come.

14.2 GB Training Workshop: The EMSB is offering a special training session for governing board members on governance and the role of the school governing board. The session is on November 30 from 7-8pm. It coincides with the HM Open House that runs from 6-8pm.

14.3 Beautification Funds: Principal Tummillio reported that administrators have yet to receive the call for proposals for the beautification fund.



14.4 Lead & Water Filtration Question: Merika Ramundo inquired about the lead and water filtration system at HM. A filtration system was installed during COVID but a summary of the lead levels was not communication. The sink in the staff room is the only area where water needs to run for a long period of time before using. All other areas have a filtration system.

14.5 Concert motion / art show idea:

- Motion: At the Holiday Concert, donations will be collected at the door. Funds collected for the next two concerts will go towards equipment for the music program. **Motion to approve:** Diego Di Stefano. **Seconded by:** Lino Faratro. **Motion Passed - Unanimously**
- Art Show idea: A fundraising idea was brought forward by Merika Ramundo to hold an art show vernissage in conjunction with the end-of year concert featuring art work made by HM children. Art work would be bought by parents at the event. Mr. Peter to speak with Mr. Andrew and Ms. Laura to see if this is feasible.

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## 15. Next Governing Board Meeting Dates

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- December 11<sup>th</sup>, 2023, 6:30 PM
- February 5<sup>th</sup>, 2024, 6:30 PM
- March 18<sup>th</sup>, 2024, 6:30 PM

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## 16. Questions

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1. The library is not being used as often as it was. Are there any plans to change this and open up its use?

Principal Tummillio reported that a librarian (shared by three neighbouring schools) was hired and shortly resigned. Unfortunately, finding a replacement has been a challenge. In order to work in the library, individuals need to be trained on a special IT system and unfortunately, a parent cannot be trained on the system as they do not have an EMSB account and are considered volunteers. Almost all HM teachers have libraries in their classrooms. Principal Tummillio will remind teachers to take advantage of the space when possible.

2. There is a play structure (runs parallel with Honfleur Street) that is not being used. Why is it closed? Are there any plans to open it?

Principal Tummillio reported that the play structure is not in good shape right now. There are roots from Delorme Park growing in through the ground and fence and structural maintenance work needs to be done on parts of the structure. Staffing the space is also an issue as HM doesn't have the personnel to supervise the space however it could be used on rotational basis in consultation with teaching staff.

3. What is the plan for extracurricular activities in 2024?

Verena Garofalo reported that enrollment numbers for extracurricular activities run by Enfants et Compagnie has been very successful. 60 children are in the cooking class (3 sections). 14 children are in

ball hockey and 14 children are participating in jewelry making. In 2024, babysitting and first aid classes are being planned for 11+ year olds. Other activities will also be planned. More information to come.

4. FYI There is a water filtration museum in Laval. It is run by a not-for-profit and is free for schools.

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## 17. Adjournment

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Motion to adjourn the meeting 8:55 pm

**Motion to Approve:** Veronica Graniero and Lino Faratro

**Motion Passed - Unanimously**

# MINUTES

## Honoré Mercier Elementary School Governing Board

*Monday, February 5, 2024 @ 6:30PM | Meeting called to order by Verena Garofalo*

### In Attendance

|                             |   |                              |    |
|-----------------------------|---|------------------------------|----|
| Verena Garofalo (Chair)     | X | Robert Panetta               | R  |
| Daniela Buttino             | R | Merika Ramundo               | X  |
| Diego Di Stefano            | X | Maria Scicchitano            | R  |
| Lino Faratro                | X | Peter Tsatoumas              | R  |
| Veronica Graniero           | X | Saffiran Ali                 | X  |
| Tonie Morena                | X | Dykes Sabrina (Alternate)    | R  |
| Mary Baccari                | X | Sonia Ranellucci (Alternate) | X  |
|                             |   | Arianna Holowka              | XP |
|                             |   | Sally Behjoudi               | XP |
| Andrew Martinez             | X | Giuseppe Fazzari             | X  |
| Patrizia Tummillo-Principal | X | Mario Pietrangelo            | R  |

X = Present

R = Regrets

XP = Present Public

**Assign minute-taking duties:** Saffiran Ali

**Assign time-keeper duties:** N/A

### 1. Additions to Agenda

a. Motion to Approve: Lino Faratro. Seconded by: Diego Di Stefano

**Motion Passed – Unanimously**

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## 2. Approval of the Agenda

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- a. Motion to Approve: Lino Faratro. Seconded by: Diego Di Stefano

**Motion Passed – Unanimously**

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## 3. Adoption of Minutes

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- a. Motion to adopt minutes: Diego Di Stefano. Seconded by: Andrew Martinez

**Motion Passed – Unanimously**

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## 4. Business Arising

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4.1 Selection Criteria for the Appointment of a Principal- Due March 15,2024: to be discussed once GB meeting has adjourned and the Principal leaves.

4.2 EMSB Educational Project (participation, status and next steps)

- Will be posted to the Honore Mercier website.
- HM school profile has been changed.
- Reading comprehension needs to be improved and an intervention has been established.
- Goals preset by the school board.
- 3<sup>rd</sup> party has been hired for the survey results.
- School climate: Numbers come from “our school” platform: parents/ teachers/students. Students are surveyed. Software generates the questions. This software is reliable.
- 50% of things that happen at the school happen in the school yard EX: Anxiety/ Bullying.
- “Fearless and kind” just for the girl’s program to start in March 2024.
- In the school’s profile, HM is a STEAM school.
- School climate and reading comprehension on the priority list.

**Motion to Approve** Veronica Graniero. Seconded by Diego Di Stefano

**Motion Passed – Unanimously**

4.3 Budget Building Process 2024-2025:

-Tabled until the next GB meeting on March 18, 2024

4.4 Financial Transfers:

- Angelo Di Bella donates 500.00\$ yearly to HM through the Karate program.
- New stage has been paid.
  
- The monies from Briana’s fundraiser have been located. HM has agreed to match the funds from the surplus in fund 3 from reimbursed GST/QST. Proposing to move the \$5 000 from Fund 3 to Fund 8 (Special project fund). **Motion to move the Monies** will be used for a sensory room, as approved when the fundraiser was held.

**Motion to Approve:** Giuseppe Fazzari. Seconded by Merika Ramundo.

**Motion Passed – Unanimously**

**\*\*\* BUDGET REVIEW\*\*\***

- Ms. Tummillo went over the budget with great detail.

**Motion to Approve:** Giuseppe Fazzari. Seconded by Andrew Martinez.

4.5 ABAV-Anti-Bullying Anti-Violence Action Plan:

Veronica Graniero presented the plan in great detail.

**Motion to Approve:** Lino Faratro. Seconded by Sonia Ranellucci. **Motion Passed – Unanimously**

Fundraiser approvals:

4.6.1: Saint Viateur bagels- we pay 6.00\$ (per ½ dozen) and 50% of the sales go back to HM.

4.6.2: Raffle tickets: Grade 6 grad. More details to follow.

4.6.3: Cookie dough: Grade 6 grad. More details to follow.

All funds raised will go to support the Grade 6 graduation: yearbook/ decoration/ D.J/ photobooth/photographer.

10% of each fundraisers goes back to the school.

**Motion to Approve:** Lino Faratro. Seconded by Diego Di Stefano. **Motion Passed – Unanimously**

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## 5. Principals' Report

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- Games room update: karaoke machine received.
- Mobile smart board in the gym will arrive soon.
- We have a librarian ready to start Feb 12, 2024 (Joanne)
- Secretary has been replaced full time.
- Bus safety: The circulation police officer has confirmed that our drop off and pick up zones are not safe. More details will follow.
- Positive enrollment for the 2024-25 year. We will have 2 classes of k students.

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## 6. Teachers' Report

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N/A- Tabled

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## 7. Daycare Report

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N/A- Mrs. Buttino not present

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## 8. Central Parents Committee Report

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Tabled.

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## 9. Treasurer's Report

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N/A

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## 10. Commissioner's Report

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N/A

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## 11. Home and School Report

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- Still collecting monies from parents from the chocolate sale at the beginning of the school year.
- Ms. Tummillo will follow up with these parents.

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## 12. Email Approvals

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N/A

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## 13. New Buisness

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13.1: Daycare handbook: Merika Ramundo. Seconded by Sonia Ranellucci.

### **Motion Passed – Unanimously**

13.2: Conflict of interest: All GB members signed and handed their form to Verena Garofalo (Chair)

13.3: Fearlessly Kind Workshops: Starting in March 2024 and for girls in grades 3 -6.

13.4: Seko: EMSB has asked that all schools refrain from bringing their animals to schools as they have found that a couple of schools were brining in their personal, non-certified animals to school. Seko did nothing wrong and he is certified to be here. Ms. Tummillo is looking into the logistics of having him back as soon as possible.

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## 14. Varia

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N/A

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## 15. Next Governing Board Meeting Dates

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- March 18<sup>th</sup>, 2024 6:30 PM
- April 15<sup>th</sup>, 2024 6:30 PM
- May 13<sup>th</sup>, 2024 6:30 PM
- June 10<sup>th</sup>, 2024 6:30 PM

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16. Questions

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N/A

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17. Adjournment

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Motion to adjourn the meeting 10:20 pm

**Motion to Approve:** Veronica Graniero. Seconded by Ms. Morena. **Motion Passed - Unanimously**

# MINUTES

## Honoré Mercier Elementary School Governing Board

*Monday, March 18, 2024 @ 6:30PM | Meeting called to order by Verena Garofalo*

### In Attendance

|                             |    |                              |    |
|-----------------------------|----|------------------------------|----|
| Verena Garofalo (Chair)     | X  | Robert Panetta               | R  |
| Daniela Buttino             | X  | Merika Ramundo               | X  |
| Diego Di Stefano            | X  | Peter Tsatoumas              | X  |
| Lino Faratro                | R  | Saffiran Ali                 | R  |
| Veronica Graniero           | X  | Dykes Sabrina (Alternate)    | R  |
| Tonie Morena                | X  | Sonia Ranellucci (Alternate) | R  |
| Andrew Martinez             | X  | Giuseppe Fazzari             | X  |
| Mary Baccari                | XP | Lucy C.                      | XP |
| Terri Spadafora             | XP | Sally Behjoudi               | XP |
| Nancy Cantini               | XP | Mario Pietrangelo            | R  |
| Patrizia Tummillo-Principal | X  |                              |    |

X = Present / R = Regrets / XP = Present Public

**Assign minute-taking duties:** Merika Ramundo

**Assign time-keeper duties:** Robert Panetta

### 1. Additions to Agenda

14.1 Extracurricular activities plan for spring season

14.2 Ventilation system status

### 2. Approval of the Agenda

- a. Motion to Approve: Merika Ramundo. Seconded by: Joey Fazzari

**Motion Passed – Unanimously**

### 3. Adoption of Minutes

- a. Approval of minutes tabled to an e-vote at a future date.



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## 4. Business Arising

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### 4.1 Budget Building Process

- EMSB has requested that the HM Governing Board submit documentation as part of the local budget building process that includes budget priorities. Principal Tummillo consulted the school council on priorities and brought forward these items to the GB.
- The following priorities (in order of importance) were brought forward and will be included in the document to be submitted by HM GB:
  1. Ventilation system
  2. Schoolyard, playground, and related equipment (e.g. move garbage bins from area, fix and maintain structure, etc.)
  3. Resource help (e.g. behavioral technicians, childcare workers, etc.)

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## 5. Principals' Report

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- Photographer: A two-year agreement was signed between HM and Green Apple Photography. As of next year, a photography services will be included in convocation activities.
- Welcome to new replacement secretary. Things are going very well and they are learning quickly and integrating well.
- \$300 check from Enfant et Compagnie was found in files. Principal Tummillo asking for clarification on agreement.
- Thank you to Madame Elisa and Miss Angela for their efforts around organizing the Science Fair. The students did a great job and the principals and consultants who joined HM as judges were very happy and impressed with the work presented.
- Storytelling Festival will be hosted by HM this year on April 4. The local storytelling event will be on March 25.
- Empowerment workshops for girls are going very well.
- Transition to high school sessions for grade 6 students with Sharon Klar begin this week and run for two weeks.
- Grade 6 students will be visiting the Holocaust Museum Friday, March 22. Thanks to Michael Cohen for his work on securing private, anonymous donations to fund the bus to the museum.
- HM has not had a behavioural technician since October 2023. Very lucky to secure temporary support from Project Harbour. Good news - EMSB Regional Director was able to secure a full-time replacement recently.
- Technical upgrades in the connectivity/Wi-Fi system were done during spring break and a new network was installed. There are some issues connecting the older computer equipment in the school with the new network and EMSB technical services is trying to fix the issues as quickly as possible. Good news - the public will be able to sign into the EMSB network!

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## 6. Teachers' Report

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Tonie Morena:

- On March 12 HM welcomed Luke Bambarra, who performed an African dance and drum show with fellow artists. The performance was related to Black History Month. Thank you to educational animator Mary Poulas for organizing the event.

- Pre-K and K classes received a grant to work with artist Raquel Ribera. More information on the project to come.
- Madame Annia and Madame Christine continue to work on their shadow puppet project.
- This Friday, March 22 marks the end of PELO classes for the year.
- Grade 6 transition classes with Sharon Klar have started and will run Mon-Thurs over two weeks.
- Grades 5 and 6 students will take part in the local storytelling event on March 25. Two students will be asked to take part in a board-wide event hosted at HM on April 4.
- 25 projects were presented at this year's Science Fair. Kudos to Madame Elisa and Miss Angela for organizing.
- Homey sale will take place once again this year. Each jar is \$10 and parents are asked to place the funds in an envelope with their child's name and room number.

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## 7. Daycare Report

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- Year winding down.
- Parents should have received information for their tax returns.
- Mosaic is being opened soon for next year's daycare registration.
- Daycare week will be held from May 13-17. Each class will have something special to show parents.

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## 8. Central Parents Committee Report

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Nothing to report.

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## 9. Treasurer's Report

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The budget status was sent to GB members. Available funds: \$403.

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## 10. Commissioner's Report

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Mr. Pietrangelo sent his regrets.

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## 11. Home and School Report

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599 half dozen bagels were ordered for the grade 6 bagel fundraiser. Bagels will be distributed this Thursday. 10% of the funds will go towards general HM activities.

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## 12. Email approvals

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Nothing to report.

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## 13. New Business Overview

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13.1 Honey Sale: As part of the bee project organized by grade 5, 100 jars of honey will be for sale to parents at \$10/jar. Five students designed labels that will be featured on the jars. Funds go towards

initiatives that support next year's bee project. **Motion to approve the fundraiser: Robert Panetta. Seconded by: Veronica Graniero. Motion Passed – Unanimously.**

13.2 Upcycling furniture: HM has older wooden desks in storage that could be repurposed into things like garden boxes. An upcycling sale will be held in the schoolyard in the spring and the community will be invited to buy this furniture. All donated funds will go towards supporting school initiatives. Some students could work on decorating pieces to show what might be possible. Miss Tummillo

13.3 Use of Parc Delorme: Parc Delorme plays an integral part of the HM student experience. As such, it's important for teachers to have flexibility in being able to program activities. The following motion was brought forward: Whereas it is understood by the HM community that Parc Delorme is an extension of the school, let it be resolved that teachers don't need to inform parents if they want to take students to the park for school-related activities. **Motion to approve: Robert Panetta. Seconded by: Andrew Martinez. Motion Passed – Unanimously.**

13.4 School uniforms: Last year HM GB did their due diligence in bringing forward two uniform suppliers for consideration. The quotes and proposals submitted did not meet the needs of the school as the suppliers required minimum orders however HM does not have a formal school uniform policy but a dress code. As a result, a more flexible agreement was reached with FootZone whereby the physical education uniform, which is mandatory, is available to be ordered. Parents can order the physical education uniform from FootZone or they can ask for the crest in digital form and have the logo printed on sourced yellow t-shirts and green shorts themselves.

13.5 CPR / Babysitting classes for grade 5-6: A one-day CPR/Babysitting program for kids 11 years of age and older will be organized. The tentative date is Friday, April 19 (pedagogical day) and the cost is \$65. Participants get certified and a takeaway (book). **Motion to approve this activity will go to an e-vote at a later date.**

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## 14. Varia

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14.1 Extracurricular activities plan: Extracurricular activity provider sent options to the HM GB and options include cake decorating, slime science, soccer, COSOM hockey, and spring creative studio. HM daycare will be programming dance and soccer Tuesdays at lunch and physical education department will be programming soccer at lunch for grades 4-6 therefore more investigation needs to happen in order to program effectively. **Motion to approve this activity will go to an e-vote at a later date once programming is outlined.**

**Principal Tummillo would also like to continue to discuss parent involvement in extracurricular activities for next year. Request that this be added to the agenda for next month.**

14.2 Ventilation system status: HM currently has a "forced air" ventilation system located on the roof. Unfortunately, 4 of the six ventilation units do not work. They are covered with a tarp because they leak. The air exchanger system was not fixed, and "Herman Nelson" units were installed which means that air is brought in from the outside and the roof system works as an air exchanger. Unfortunately, this system is in bad shape and does not ventilate the school properly. Principal Tummillo has yet to receive answers from EMSB material resources unit about the history and repair plan for the HVAC system. **Motion for Honoré Mercier Governing Board to send a letter to senior administration inquiring about the course of action planned around the dysfunctional ventilation system. Motion to approve: Robert Panetta. Seconded by: Diego Di Stefano. Motion Passed – Unanimously.**

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## 15. Next Governing Board Meeting Dates

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- April 15<sup>th</sup>, 2024, 6:30 PM
- May 13<sup>th</sup>, 2024, 6:30 PM
- June 10<sup>th</sup>, 2024, 6:30 PM

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## 16. Questions

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1. Question from Lucy: The minutes from this year are not accessible on the website. Will they be available soon?

Principal Tummillo reported that technical services at the EMSB has been working on a website upgrade and the current instance of the site is a “dummy” site therefore an older version of the site is live. Principal Tummillo will request that changes be expedited, and that the new version of the site go live as soon as possible. as they do not have an EMSB account and are considered volunteers.

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## 17. Adjournment

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Motion to adjourn the meeting 8:45 pm

**Motion to Approve:** Robert Panetta and Diego Di Stefano

**Motion Passed - Unanimously**