

MINUTES

Honoré Mercier Elementary School Governing Board

Monday, October 21, 2024 @ 7:02PM | Meeting called to order by Verena Garofalo

In Attendance

Verena Garofalo (Chair)	X	Robert Panetta	R
Marco De Crecentis	X	Merika Ramundo	X
Diego Di Stefano	X	Peter Tsatoumas	X
Lino Faratro	X	Saffiran Ali	R
Veronica Graniero	X	Sally Behjoudi (Alternate)	X
Tonie Morena	R	Sonia Ranellucci (Alternate)	X
Andrew Martinez	X	Giuseppe Fazzari	R
Cynthia Canale - Principal	X	Felicia Spadafino	X
Romina Mancini	X	Mario Pietrangelo	R
Emily Gervasi	XP	Geneviève Larose	XP
Lucy C.	XP	Antonio Zaruso	XP

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

Assign minute-taking duties: Merika Ramundo

Assign time-keeper duties: Veronica Graniero

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: Digeo Di Stefano, seconded by Lino Fraratro

Motion Passed – Unanimously

3. Adoption of Minutes

- a. Governing Board members to approve of minutes from September 30 via email.

4. Business Arising

4.1 Safety Concerns (pick-up & drop-off)

- Following our Governing Board meeting, Principal sent a follow-up email to Constable Labonté and is awaiting his response, as well as the outcome of the City of Montreal meeting. Additionally, Principal Canale has contacted the police regarding Halloween safety presentations. Hoping to confirm the date of October 29th for these sessions this week. Two presentations are planned: a presentation targeted to younger students (Pre-Kindergarten to Grade 3) and another for Grades 4-6, both pending confirmation and scheduled to be held in the gymnasium.

4.2 Man Made donation

- Principal Canale communicated with the Assistant Director of the Finance Department and the GB Chair and the funds from the donation have been allocated. The delay occurred due to the deposit taking place after the school year ended in July. Necessary protocols were followed, and approval was obtained from the Regional Director. The funds are now in the donation account. Principal Canale has prepared the tax receipt. It will be sent promptly once the contact information is received. We can now move forward with exploring options for exterior furniture to create an outdoor space for students.
- Principal Canale will consult with staff council and GB to see what is needed including the development of a workback schedule and marketing/promotion plan.
- Principal Canale to investigate matching funds as was mentioned by EMSB administration to GB Chair and EMSB PC delegate.

4.3 Dress down day - amounts raised last year:

- Principal Canale reported that \$380.00 was deposited. This deposit was dated June 15 (date of Jersey Day dress down day. GB members inquired if this amount was a total for all three days (June 4 – Caps & Hats, June 13 – Beach Vibes) or if there were other deposits made for each day. Principal Canale to investigate and report back. Funding from this fundraising was to go towards beautification projects.

4.4 Creation of sub-committee for Honoré Mercier's Governing Board Internal Rules of Management:

According to the Education Act, every governing board is required to develop and approve internal management rules. These rules relate to the smooth functioning of the board and orderly proceedings at meetings. Each board determines its own rules based on the specific context of the educational institution. The GB Chair, Verena Garofalo, has looked at past GB minutes and documents and found that there is no history of these rules being in place therefore a request has been made to strike a subcommittee to develop internal rules. Lino Faratro, Diego Di Stefano, Merika Ramundo and Verena Garofalo will sit as members of this subcommittee to develop a draft to bring forward to GB members for approval.

4.5 Pre-K play area - section of earth to be replaced with asphalt in efforts to keep mud from coming inside the school: Last spring, Principal Tummillio reported that this work was supposed to be done by buildings and grounds. Principal Canale to follow up on this. Marco De Crecentis recommended looking into different materials for these play areas – perhaps a company like Kaboom can be investigated?

5. Principals' Report

- **Hot Lunch Program:** Principal Canale reached out to the EMSB School Organization and Nutrition and Food Services Department regarding our hot lunch distributor. She mentioned that we were exploring other distributor options and was informed that the EMSB currently has three approved lunch suppliers across the board: Merenda, Le Doral, and Le Bistro. If there is another potential supplier that GB feels can provide the same level of service, then Principal Canale can bring this to the board. Governing board members will put out feelers to catering companies and report back. Reminder to please contact Mr. De Crecentis with issues regarding current provider. Mr. De Crecentis is communicating with the food provider and some improvements are being made including that the second service is placed in a cooler and hot plate has been provided for student leaders to distribute efficiently during the second service. A big thank you to Mr. Fazzari for purchasing the special bags to keep food warm.
- **Outdoor Maintenance:** After consulting with the caretaking staff, school staff council, and other staff members, it has been confirmed that the issues listed in last month's minutes regarding garbage in and around the fenced areas have not been observed. The caretaker ensures daily cleanliness, and we will continue to maintain vigilance in ensuring safety for all students and staff.
- **PELO Program:** The PELO program will officially begin tomorrow, Tuesday, October 22, 2024. Both teachers, Mrs. Ester and Mrs. Nunzia, have met with Principal Canale to discuss the program.
- **Fearlessly Girls Program – Raquella Farella:** As discussed during the last Governing Board meeting, Principal Canale presented the program to the Staff Council Committee. Everyone agreed to continue the program this year. The only question raised was whether the material would be updated for returning participants. Mrs. Farella confirmed that she will review the global topics and adjust as needed. The program will run in two sessions during lunchtime: one in winter (January-March) and one in spring (March – June).

Merika Ramundo brought forward an idea that was discussed last year at a GB meeting – implementing an equivalent program for boys with a focus on building positive, respectful relationships. Interested to know if the EMSB offered additional mindfulness, confidence-building, anti-bullying tools or programs (in the classroom) that could be implemented here. Principal Canale to consult with teachers to gauge needs and report back. Mr. Andrew reported that mindfulness is explored over three classes in the health unit.

- **Fire Drill Update:** All four fire drills have been successfully completed. Two drills were conducted during regular class time, one during afterschool daycare hours, and the final one

today during lunchtime. These drills ensure that both students and staff are well-prepared for emergencies, following the school board's protocols.

- **Remedial Support:** We currently have two tutors assisting students in need. In selecting tutors, we worked closely with our resource teachers to ensure we are providing the best support for the students.
- **Website Update:** Our school's new website will be launched this week. Principal Canale has been providing the latest information to the web team, and they are working diligently to keep everything current.
- **Grade 6 Graduation Committee:** Our first Grade 6 Graduation Committee meeting will take place this Wednesday with the selected parents and teachers.
- **Open House:** Principal Canale met with our Open House Committee of teachers, and we are planning a similar setup for November 27, 2024. We have also updated our digital pamphlet and would like to make hard copies available for distribution within the school community.

6. Teachers' Report

Veronica Graniero:

- Band is progressing nicely. There are 30 student signed up.
- Eva the Louse rehearsals are underway at Pierre de Coubertin. The book launch will happen on October 30.

Andrew Martinez:

- Thank you to all the students who participated in the cross country run. HM children did very well and finished third overall!
- Volleyball will be starting next week.
- Motion is put forward to once again organize a winter camp trip for grade 6 students from January 29-31, 2025. The trip is 3 days, 2 nights and includes transportation, lodging, activities and food. Costs: \$715 bus and \$250 per student. Some fundraising funds are typically set aside for students who may not be able to pay for some or all of the trip. Motion to approve: Merika Ramundo, seconded by Diego Di Stefano. **Motion passed unanimously.**
- Motion put forward to organize a Futsol Play Day for grade 6. \$17 per child. Cost includes transportation for 30 students (15 boys, 15 girls) on March 28, 2025. Motion to approve: Veronica Graniero, seconded by Lino Faratro. **Motion passed unanimously.**

7. Daycare Report

- Thanksgiving activities: Week leading into Thanksgiving was filled with activities. Student made gratitude placemats and prepared soup and muffins to be served at a special gratitude ceremony.
- Tulip sale began last week and runs throughout to this week.
- Extracurricular activities: Sportslife for grade 6 - students will take part in different sports every week.

- Harvest Festival: Takes place on Friday, October 25. Students will plant tulips and have some snacks.
- Halloween extension: Students can take in the haunted house and wear their costumes on November 1 ped day.
- November 21 and 22 ped days: in-house activities and a trip will be programmed.

8. Central Parents Committee Report

- Elections for numerous roles at the EMSB Parents Committee took place during the first meeting held on October 17. Congratulations to GB member and PC delegate Merika Ramundo who was elected parent commissioner for elementary schools for a two-year term.
- All parents and community members who are eligible to vote in school board elections on November 3 are encouraged to vote. Please check the EMSB site for more information.

9. Treasurer's Report

Nothing to report.

10. Commissioner's Report

Mr. Pietrangelo sent his regrets.

11. Home and School Report

Romina Mancini and Felicia Spadafino reported that TCBY and pizza sales are going very well.

Three Home and School fundraising requests/motions were brought forward.

1. Saint-Viateur Bagel Sale: \$6 per dozen to be held a maximum of 3 times from January to June 2025. Funds go towards seasonal activities for children (e.g. cabane a sucre). Motion to approve: Lino Faratro, seconded by Diego Di Stefano. **Motion passed unanimously.**
2. Felix & Norton Cookie Dough: \$12 per bag. To be held on alternating months – possibly in February for Valentine's Day and April for Easter. Funds go towards seasonal events for children. Motion to approve: Diego Si Stefano, seconded by Andrew Martinez. **Motion passed unanimously.**
3. Bake sale and raffle to be held during Book Fair / Parent – Teacher meetings: initiative discussed. Asked to hold for e-vote.

12. Email approvals

Cortese Soccer: An e-vote was taken to approve the soccer extracurricular activities provided by Cortese Soccer. In the future, all class lists are to be submitted one week prior to the start of the activity. All registration should close 10 days before start of the activity.

13. New Business Overview

No new business.

14. Varia

No varia.

15. Next Governing Board Meeting Dates

- Monday, November 25, 2023
- Monday, December 16, 2024
- Monday, February 3, 2025
- Monday, March 10, 2025
- Monday, April 14, 2025
- Monday, May 12, 2025
- Monday, June 16, 2025
- All meetings at 7pm unless otherwise noted.

16. Questions

- Mr. Zaruso submitted documents to the governing board and requested that the governing board look at the documents. The documents are from a council of commissioners meeting held on May 28, 2024.

17. Adjournment

Motion to adjourn the meeting 8:45 pm

Motion to Approve: Veronica Graniero and Peter Tsatoumas

Motion Passed - Unanimously

Veronica Graniero

Nov. 25 - 2024

Peter Tsatoumas

Nov. 25th 2024