



**GOVERNING BOARD MEETING
Tuesday, October 7, 2014**

In attendance:

Principal: Richard Mason

Secretary:

Kathryn Morrow (parent)

Chairperson:

Lisa Chartier (parent)

Parent members:

Paul Leal, Cathy Stilianesi, Josie Tortorici

Teacher members:

Al Calame, Sunday Skoufaras, Marie-Josée Côté, Nadia Varano

Professional staff:

Carol Tenenbaum

Support staff:

Angela Tomeo

Student representative:

None

Guests:

B. Paraskevopoulos, Chairperson of PPO

K. Panek and S. Altarac, Teachers

In absentia:

Elena Salerno (parent)

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The Principal established quorum and called the meeting to order at 7:10 P.M.

1.0 ADOPTION OF AGENDA

The following items are added to the agenda:

8.8 LJHS ABAV Plan for 2014-15

8.9 Deed of Establishment

9.1.3 Science Dept. Field Trip

9.1.4 ATOMS Science Trip

9.1.5 Quebec City Trip

9.1.6 Walmart Outings

9.1.7 Remembrance Day Trip

- 9.2.8 Music Concentration Fundraiser
- 9.2.9 SEVEC Fundraiser
- 9.3.4 LSHS Blue & Gold Revue
- 9.3.5 Black History Month Play

LJHS-GB2014151007-01 L. Chartier **MOVED** the Agenda be accepted with the above-mentioned additions. Seconded by M.-J. Côté.
 Motion **CARRIED** unanimously

2.0 ELECTIONS

4.1 Election for the Chair

It was explained that the term of Chairperson is for one year and must be a parent.

K. Morrow nominated Lisa Chartier as Chair, seconded by M-J. Cote. Lisa accepted the nomination. Voted in by acclamation.

4.2 Election for the Vice-Chair

Kathryn Morrow and Paul Leal declined the nomination.

L. Chartier nominated Josie Tortorici as Vice-Chair, seconded by K. Morrow. Josie accepted the nomination. Voted in by acclamation.

4.3 Election of Treasurer

No position.

4.4 Election of Secretary

Lisa Chartier nominated Kathryn Morrow as Secretary, seconded by M-J. Cote. Kathryn accepted the nomination. Voted in by acclamation.

K. Morrow asked that the stipend of \$65 per meeting which is usually paid to the Recording Secretary be used for a project for Laval Junior students and that the GB itself be allowed to decide on the dispersal of these funds; the amount to be spent is \$65 times 8 meetings = \$520. Some suggestions were to subsidize a field trip for a student who can't afford it, lunches, cafeteria tickets. Decision tabled to next meeting.

3.0 APPROVAL OF THE MINUTES

LJHS-GB2014151007-02 P. Leal **MOVED** to approve the minutes of the June 10, 2014 Governing Board meeting as presented. Seconded by A. Calame.

Motion **CARRIED** on the following division
 7 in favour / 0 opposed / 4 abstentions

LJHS-GB2014151007-03 P. Leal **MOVED** to approve the notes of the September 18, 2014 General Assembly of Parents as corrected: Seconded by A. Calame.

p. 2, #7: Formation of Provisional Governing Board: remove Paul Leal's name from the list and correct 'Lise' to 'Lisa'

Motion **CARRIED** unanimously

4.0 BUSINESS ARISING FROM THE MINUTES

4.1 Supervision Fees 2012-13 and 2013-14 Refund

A letter dated June 29th had been received from the Director General mandating the refund of an overpayment of \$40 of school fees to eligible parents for the 2012-13 and 2013-14 school years. This refund was made in the form of a credit on the school fees bill for 2014-15. This was a \$40,000 expense to the school budget. In response to a question, the principal noted that there was no explanation of this credit to parents and, to date, no great flurry of phone calls.

P. Leal noted that he felt the refund should be \$50 not \$40 because the supervision cost went from \$40 in 2011-12 to \$100 in 2012-13 and even if the GB had authorized an increase of \$10 (to \$50) for lunch time supervision, there was still an additional unauthorized \$50 charge. Mr. Mason will research and report back at the next meeting.

4.2 Schedule of Dress Down Days for 2014-15

As decided at the June 20, 2014 GB meeting, dress down days will be held on the last Friday of the month and the schedule is as follows:

DATE	CHARITY
September 25	Terry Fox
October 31	Montreal Children's Hospital
November 14	Burkina Faso
November 27	WE Day
December 12	AGAPE
January 30	Burkina Faso
February 27	Montreal Children's Hospital
March 27	Burkina Faso
May 1	Autism
May 28	Breast Cancer

4.3 Year End Report 2013-14

Mr. Mason presented the year-end report, which outlines the members and accomplishments of last year's GB

LJHS-GB2014151007-04 S.Skoufaras **MOVED** to accept the annual report from the LJHS Governing Board for 2013-14. Seconded by C. Stilianesi.

P. Leal proposed an amendment to the report in that the picture be of the school building on Souvenir Blvd. and the school's address revert to the actual one for 2013-14. Seconded by A. Calame

Motion **CARRIED** on the following division
8 in favour / 0 opposed / 3 abstentions

P. Leal **MOVED** to accept the annual report from the LJHS Governing Board for 2013-14 which would incorporate the two (2) above amendments. Seconded by A. Calame

Motion **CARRIED** unanimously

5.0 EMAIL VOTES

There were no e-votes to ratify this month.

6.0 QUESTION PERIOD

None.

7.0 REPORTS

7.1 Chairperson's Report

None.

7.2 Financial Report

None.

7.3 Principal's Report

Mr. Mason reported on the following:

- Parents' bulletin goes out via email; prepared by librarian; Mr. Altarac does a monthly newscast which is posted on YouTube;
- WiFi project completed over the summer; over 50 additional access points were added; 26 SmartBoards were installed;
- The transition from the Souvenir building went remarkably well; teachers have settled in, adjustments were made; students are acclimatizing;
- Meetings have been held between the 2 junior high school principals and ESD regarding the structure and organization of the junior school for 2014-15; the board's preliminary vision is based on the model used at Centennial High School, which will involve adjustments in subject time; the status of the concentration programmes, enriched groupings, sports etudes, French Immersion, Leadership, ATOMS and ALP are being reviewed.

7.4 Teachers Report

A. Calame reported on the following:

- A progress report will be sent out to parents next week;
- Curriculum night was well attended and information disseminated;
- The sports programmes are now in full swing;
- The remediation schedule is now available; the Math department has innovated a procedure whereby someone is available every day;
- Plans for trips to New York City, Quebec City, Alberta are moving ahead.

7.5 Parents Committee Report

P. Leal reported on the following:

- Lisa Chartier is Chairperson; meetings are the first Thursday of the month;
- DG reported that the international students programme generated a profit of \$643,000 and that the June graduation rate was 87% - we are 4th of all the school boards (out of 62);
- The MESA will be the first priority for the PGB when it meets.

8.0 NEW BUSINESS

8.1 Conflict of Interest Forms

Forms were distributed and GB members asked to sign and submit to the Principal before leaving tonight.

8.2 Time and Dates of Meetings

Since the LJHS Teachers' Council meets during the first week of the month and the Parents' Committee meetings are on the first Thursday, it was decided to meet on the 2nd Tuesday of the month in the school Library at 7:00 p.m.

LJHS-GB2014151007-05 M.-J. Cote **MOVED** to set the time and date of LJHS Governing Board meetings for the 2014-15 school year as the second Tuesday of the month, starting at 7:00 p.m. Seconded by S. Skoufaras. (November 11th, December 9th, February 10th, March 10th, April 14th, May 12th, June 9th)

Motion **CARRIED** unanimously

8.3 Internal Procedural Rules

A copy of the Internal Procedural Rules as revised in November 2013 had been circulated to all GB members. They were asked to look them over and send any corrections or amendments to the Secretary before the next meeting, at which time they will be approved.

8.4 Junior HS Provisional Governing Board

R. Mason reported that 3 parent members of the PGB had been chosen at the General Assembly on September 18th and that 3 teachers have since been appointed. The principal to be appointed for the new junior high school will sit on the PGB and the PGB will meet only after this appointment. It was pointed out that no selection criteria for this position has been sought from the current Governing Board(s). The Chairperson will investigate this situation further and report back next month.

8.5 Fire Drill

R. Mason reported that the building manager met with staffs of both schools and she organized a practice drill on October 4th. Not only is Laval Junior new to this building, but all the students in Secondary 1 at MTJHS as well. The building was emptied within 4 minutes. There will be 3 drills this year, the second one with the Fire Department and it will happen very soon. This second drill will verify if all systems are working. The 3rd drill will be held in the spring.

8.6 Code of Conduct

The document was circulated and comments were made that it seemed thorough and complete.

LJHS-GB2014151007-06 M.-J. Cote **MOVED** the acceptance of the LJHS Code of Conduct 2014-15 as presented to this meeting. Seconded by P. Leal.

Motion **CARRIED** unanimously

It was mentioned that the reference to leggings for girls was different in the agenda book than is mentioned in the Code. R. Mason stated that dress code is checked in 1st period; if there is a 'dress code violation' (DCV), the final determination and decision rests with administration.

8.6 Cafeteria

A current year price list was circulated, as well as an inspection report from September 2014. A minor infraction regarding sugared drinks was noted. Sample weekly menus will be forwarded to GB members.

In June 2014, the GB passed a resolution ((LJHS-GB2013140610-05) to hold Pizza Day fundraisers in the current school year every 2 weeks alternatively with MTJHS, pending approval of their GB and the cafeteria manager. It appears that this is not going to happen and we're not quite sure whether it is the cafeteria itself or the GB of MTJHS that is preventing this from going ahead. It was noted that the contention that food fund raisers cut into cafeteria profits is just not true because there are numerous food sales and still lots of activity at the cafeteria cash registers every day. Our PPO Chairperson will investigate the situation and a report will be made at our next meeting.

8.7 ABAV

The Anti-Bullying and Anti-Violence Plan (ABAV) for LJHS was circulated. GB members were asked to read it over and send any comments to the Secretary before the next meeting. Approval tabled.

8.9 Deeds of Establishment

The Deed for the present Laval Junior HS will end on June 30, 2015, so this GB is not required to comment on anything. However, consultation is required by November 16th on the Deed for the new Junior High School (the document will be sent out to GB members tomorrow). GB members were asked to raise any concerns with Lisa Chartier by email and she will bring them to the PGB, of which she is a member.

In response to a question, it was noted that all ententes with the City of Laval will carry on with no change. It was noted that the school board will commandeer five (5) classrooms for its International Student Programme, their choice of which rooms. A concern was raised about students and adults being housed in the same building.

9.0 FIELD TRIPS / FUNDRAISERS

9.1 Field Trips

9.1.1 New York City

S. Skoufaras gave a brief outline of the trip, which will take place from May 13-16, 2015 at a cost of \$710; trip is for 49 Secondary 2 students; they will miss 2 school days; a package is going out to parents next week and an information night will be held on October 14th.

LJHS-GB2014151007-07 S. Skoufaras **MOVED** the acceptance of a trip to New York City by up to 49 Secondary 2 students on May 13-15, 2015 at a cost of \$710 each. Seconded by M-J. Cote.

Motion **CARRIED** unanimously

9.1.2 Red Deer Albert Exchange Trip

K. Panek circulated and explained a SEVEC youth exchange field trip to Red Deer Alberta for 25 Secondary 2 students. The Alberta students would come to Quebec from April 18-25, 2015 and our students would travel to Alberta from May 2-9,

2015. A preliminary information and sign-up sheet was sent out and 25 letters were returned; an information session will be held on October 16th. Since there are 2 whole weeks of activities and it is late in the year, parents were concerned that other teachers be on board with this activity.

LJHS-GB2014151007-08 C. Stilianesi **MOVED** the acceptance of an exchange trip with Glendale Sciences & Technology School in Red Deer Alberta by up to 25 Secondary 2 students for the weeks of April 18-25 and May 2-9, 2015 at a cost of \$625 per student. Seconded by A. Calame.
Motion **CARRIED** unanimously

9.1.3 Science Department Trip to Old Port/Biodome

LJHS-GB2014151007-09 A. Calame **MOVED** the acceptance of a field trip by Secondary 1 students to the Biodome/Insectarium on December 3, 2014 at a cost of \$25 each. Seconded by P. Leal.
LJHS-GB2014151007-10 A. Calame **MOVED** the acceptance of a field trip by Secondary 2 students to the Old Port Science Centre on December 3, 2014 at a cost of \$28 each. Seconded by P. Leal.
Motion **CARRIED** unanimously

9.1.4 ATOMS Science Trip

LJHS-GB2014151007-11 S. Skoufaras **MOVED** the acceptance of a field trip by the ATOMS students to the Old Port Science Centre on October 29, 2014 at a cost of \$27 each. Seconded by M.-J. Cote
Motion **CARRIED** unanimously

It was noted that the ATOMS students are not included in the December 3rd trip to the same location; they will be having a day of presentations by consultants in Math and Science from the school board.

9.1.5 Quebec City Trip

LJHS-GB2014151007-12 C. Stilianesi **MOVED** the acceptance of a trip to Quebec City for Secondary 1 students which will take place from February 11-13, 2015 at a cost of \$415 per student. Seconded by A. Calame.
Motion **CARRIED** unanimously

9.1.6 Walmart Outings

LJHS-GB2014151007-13 N. Varano **MOVED** the acceptance of a walking outing to Walmart for the special needs class (6 students, 3 adults) one or two times per month for the duration of the 2014-15 school year. Seconded by S. Skoufaras.
Motion **CARRIED** unanimously

9.1.7 Remembrance Day Trip

A. Calame brought up the subject of the annual Remembrance Day trip to Ottawa which would take place on November 10-11, 2014 at a cost of \$180 per student, open to both Secondary 1 and 2 students (we twin with Laval Liberty HS). Once a proper field trip proposal has been made, an e-vote will take place.

9.2 Fundraisers

9.2.1 TCBY/Menchies

LJHS-GB2014151007-14 S. Skoufaras **MOVED** the acceptance that the PPO sell Menchies frozen yogurt once a week during the lunch hour at a cost of \$3 (our cost is \$1.35), profits to be split with MTJHS. Seconded by C. Tenenbaum.

Motion **CARRIED** unanimously

9.2.2 Snack Attack Depanneur Fundraising

R. Mason explained that this was a proposal to sell food to students as they are leaving school at 2:02 pm for ten minutes as they run for the bus. Questions were raised as to who would be doing the selling, what would be sold, can students eat on the bus, would there be long line-ups, etc. Tabled until we get further information.

9.2.3 New York City Fundraiser

LJHS-GB2014151007-15 C. Stilianesi **MOVED** the acceptance of students who will participate in the New York City trip to bag groceries for one Thursday to Sunday session and any profits to be divided between those who participate. Seconded by A. Calame.

Motion **CARRIED** unanimously

9.2.4 Popcorn

LJHS-GB2014151007-16 S. Skoufaras **MOVED** the acceptance that the PPO sell popcorn once a week during the lunch hour at a \$1 a bag, profits to be split with MTJHS. Seconded by N. Varano.

Motion **CARRIED** unanimously

9.2.5 Bazaar

LJHS-GB2014151007-17 P. Leal **MOVED** the acceptance of holding a Bazaar on Saturday, November 1st, in Block C. Up to fifty (50) tables would be sold at a cost of \$30 each; we would run a canteen offering food; unsold items would be donated to AGAPE; profits would go to the Students' Council and WE Day. Seconded by C. Tenenbaum.

Motion **CARRIED** unanimously

9.2.6 Oktoberfest

LJHS-GB2014151007-18 C. Tenenbaum **MOVED** the acceptance of a sausage panini lunch to be offered by Patisserie St. Martin at a cost of \$5 (cost to us of \$3.25) on October 8th, with profits going to the Students' Council. Seconded by J. Tortorici.

Motion **CARRIED** on the

following division

10 in favour / 0 opposed / 1 abstention

9.2.7 Chocolate Bar Sales

LJHS-GB2014151007-19 A. Calame **MOVED** the acceptance of the sale of chocolate bars at a profit of \$30 per box, with profits going to the Students' Council. Seconded by C Stilianesi.

Motion **CARRIED** on the following division
10 in favour / 0 opposed / 1 abstention

9.2.8 Mabels Labels Music Concentration Fundraiser

LJHS-GB2014151007-20 A. Calame **MOVED** the acceptance of the sale of Mabels Labels as an online fundraiser for the Music Concentration programme. Seconded by J. Tortorici.

Motion **CARRIED** unanimously

9.2.9 Boston Pizza Fundraiser for Alberta Exchange Trip

LJHS-GB2014151007-21 M.-J. Cote **MOVED** the acceptance of a fundraiser by the Alberta Exchange Trip to ask for receipts from Boston Pizza to be sent in or given to students and a 10% refund will be given for these receipts. Seconded by A. Tomeo.

Motion **CARRIED** unanimously

9.3 Activities

9.3.1 Welcome BBQ

R. Mason reported that students from both schools were treated to hot dogs, chips and juice. There were games in the field and schools had a chance to get to know each other. Teachers and administrators participated in the ALS ice water bucket challenge and students cheered loudly. The cost of \$5 per student was covered by the school.

LJHS-GB2014151007-22 C. Tenenbaum **MOVED** to approve the change of schedule for students on Friday, September 5th, to participate in a welcome back BBQ for the afternoon. Seconded by P. Leal.

Motion **CARRIED** unanimously

9.3.2 Terry Fox Run

R. Mason reported that students from both schools participated in a Terry Fox run which generated \$1200 for the Terry Fox Foundation.

LJHS-GB2014151007-23 A. Calame **MOVED** to approve the change of schedule for students on Friday, September 12th, to participate in the annual Terry Fox Run. Seconded by P. Leal.

Motion **CARRIED** unanimously

9.3.3 LJHS/MTJHS Dances

R. Mason reported that the two schools would like to hold dances this year in October and February for students from both schools

LJHS-GB2014151007-24 L. Chartier **MOVED** the approval for two (2) student dances to be held in the school building from 7:00 to 10:00 p.m., one in October 2014, the other in February 2015, with an entrance fee of \$5, supervised by staff from both schools, profits to go to the Students' Council. Seconded by C. Stilianesi.

Motion **CARRIED** unanimously

9.3.4 LSHS Blue & Gold Revue

LJHS-GB2014151007-25 P. Leal **MOVED** to approve the change of schedule for Secondary 2 students on Tuesday, February 17th, for one period to watch a dress rehearsal of the Blue & Gold Revue and that the students be asked to bring one non-perishable food item for donation to AGAPE. Seconded by S. Skoufaras.

Motion **CARRIED** unanimously

9.3.5 Black History Month Play

LJHS-GB2014151007-26 M.-J. Cote **MOVED** to approve the change of schedule for Secondary 2 students on Tuesday, February 10th, from 9:00 to 10:00 a.m. to watch a play (The Power of Harriet T) put on for Black History Month. Seconded by C. Tenenbaum.

Motion **CARRIED** unanimously

10.0 QUESTION PERIOD / VARIA

The next meeting of the LJHS GB will be held on Tuesday, November 11th.

11.0 ADJOURNMENT

LJHS-GB2014151007-27 A. Calame **MOVED** to close the meeting at 9:50PM. Seconded by N. Varano.

Motion **CARRIED** unanimously

Submitted by: Kathryn Morrow, Secretary

Minutes approved on _____.

Lisa Chartier
Governing Board Chair

Richard Mason
Principal