



Minutes for the September 30, 2024, Laurentian Elementary School Governing Board.

PRESENT: Tammy Noble, Mark Richer, Jessica Vallieres, Danika Drouin, Annie Lynn Garcia, Annik Morisseau, Danika Robitaille, Cathy Seale, Tracy Price, Eric Spooner, Melanie Parker, Edithe Frenette

ABSENT: Jamie Kinney, Julie Collins, Simon Masse

GUEST: Commissioner D. Ramacieri

1.Verification of quorum & presentation of GB Members

After quorum was established, Ms. Noble welcomes everyone and begins the meeting at 18H43.

Commissioner Ramacieri is welcomed to the meeting.

## 2024-2025 Governing Board Members:

### PARENTS:

Annik Morisseau (Year 2 of 2)  
Annie-Lynn Garcia (Year 2 of 2)  
Simon Masse (Year 1 of 1)  
Mark Richer (Year 1 of 2)  
Jessica Vallieres (Year 1 of 2)  
Danika Drouin (Year 1 of 2)

### ALTERNATE PARENT:

Paul Logothetis  
Anne Marie Trottier

### TEACHERS:

Eric Spooren  
Melanie Parker  
Tracy Price  
Julie Collins

### ALTERNATE TEACHER:

Edithe Frenette

### SUPPORT STAFF:

Danika Robitaille

### DAYCARE:

Cathy Seale

## 2. Additions to the agenda

- 7.3 Parent Delegate
- 7.4 Parent Alternate
- 15 Varia Next Meeting date

## 3. Approval of the agenda

**159-20240930-05** It was moved by Tracy Price and seconded by Cathy Seale to approve the agenda with the above-mentioned additions.

CARRIED UNANIMOUSLY

## 4. Approval of Minutes from June 2024 Governing Board Meeting and Approval of Minutes from the 2024 Annual General Meeting

**159-20240930-06** It was moved by Tracy Price and seconded by Danika Robitaille to approve the minutes from the June 2024 Governing Board Meeting.

CARRIED UNANIMOUSLY

**159-20240930-07** It was moved by Annie-Lynn Garcia and seconded by Danika Drouin to approve the minutes from the 2024 Annual General Assembly.

CARRIED UNANIMOUSLY

## 5. Presentation of Internal Rules and Procedures

Tammy Noble will continue to be the one that produces the agenda.

Tammy Noble will try to have more information in French for the next Governing Board

**159-20240930-08** It was moved by Annie-Lynn Garcia and seconded by Danika Robitaille to approve the internal Rules and Procedures.

CARRIED UNANIMOUSLY

## 6. Disclosure of Conflict of Interest

All members, even if alternate, must sign a conflict-of-interest form. Please return this form to Jamie Kinney, as soon as possible.

## 7. Elections:

### 7.1. Election of a Chairperson

Cathy Seale nominated Annik Morisseau. Annik Morisseau accepted nomination.

**159-20240930-09** It was moved by Annie-Lynn Garcia and seconded by Eric Spooren to approve the nomination of Annik Morisseau as the Chairperson for the Laurentian Elementary School Governing Board for the 2024-2023 school year.

CARRIED UNANIMOUSLY

### 7.2. Election of a Vice Chairperson

Mark Richer nominated himself.

**159-20240930-10** It was moved by Annie-Lynn Garcia and seconded by Annik Morisseau to approve the nomination of Mark Richer as the Vice Chairperson for the Laurentian Elementary School Governing Board for the 2024-2025 school year.

CARRIED UNANIMOUSLY

### 7.3 Election of a Parent Committee Delegate

Danika Drouin nominated herself. Tammy Noble Will send Danika Drouin a package with all the information.

**159-20240930-11** It was moved by Annik Morisseau and seconded by Annie-Lynn Garcia to approve the nomination of Danika Drouin as the Parent Committee Delegate for the 2024-2025 school year.

CARRIED UNANIMOUSLY

### 7.4 Election of a Parent Committee Delegate ALTERNATE

Mark Richer nominated himself. Tammy Noble Will send Mark Richer a package with all the information.

**159-20240930-12** It was moved by Annik Morisseau and seconded by Annie-Lynn Garcia to approve the nomination of Mark Richer as the Parent Committee Delegate Alternate for the 2024-2025 school year.

CARRIED UNANIMOUSLY

#### 8. Appointment of a secretary and payment

**159-20240930-13** It was moved by Eric Spooner and seconded by Annie-Lynn Garcia to approve the hiring of Jamie Kinney as Recording Secretary, with a payment of \$60 per meeting, for the Laurentian Elementary School Governing Board for the 2024-2025 school year.

CARRIED UNANIMOUSLY

#### 9. Dates and times of subsequent GB Meetings

The following Dates have been proposed. The time is 18H30 and will be held online (Zoom).

Meetings will run from 18H30 – 20H00. Should the meeting run longer than 20H00 the time extensions will need to be motioned and approved by Governing Board.

- |                      |                        |
|----------------------|------------------------|
| • September 30, 2024 | • February 17, 2025    |
| • October 21, 2024   | • March 24, 2025       |
| • November 18, 2024  | • April 28, 2025       |
| • December 16, 2024  | • May 26, 2025         |
| • January 20, 2025   | • June 2025 (Date TBD) |

**159-20240930-14** It was moved by Danika Robitaille and seconded by Annie-Lynn Garcia to approve the above-mentioned dates for the 2024-2025 Governing Board meetings.

CARRIED UNANIMOUSLY

#### 10. Question Period (10 Minutes)

Tammy Noble gave an explanation of Question Period was given to the Governing Board. If there was a question, it would need to be presented to the Governing Board, beforehand, so that the Governing Board was able to prepare an answer with all the information needed.

These specific questions are the only ones that may be asked.

No Questions were submitted for this meeting.

## 11. Business Arising

There was no information brought up.

## 12. New Business

### 12.1. Rental of school facilities

#### 12.1.1. Girl Guides of Canada

Girl Guides of Canada will be held at LES, on Wednesdays, from September 11, 2024 until June 4, 2025. Their activity will be from 18H30 to 20H45. The Girl Guides will not be charged for the rental as they will be using the room that they paid to renovate themselves.

**159-20240930-15** It was moved by Annie-Lynn Garcia and seconded by Jessica Vallieres to approve the rental of space to Girl Guides on Wednesdays at no cost.

CARRIED UNANIMOUSLY

#### 12.1.2. Scouts

Tabled

#### 12.1.3 Cadets

Tabled (with an update)

In 2023-2024 the Governing Board approved the rental of space at LES to the Cadets. The rental cost was not accepted. The cost of the rental space is still being negotiated. More information will be available at the October Governing Board meeting.

## 12.2. Anti-Bullying/Anti-Violence Policy (ABAV)

The ABAV is in the process of being update. This must be done annually.

The school will have students in grades 4 through 6, complete the Our School Survey, in the upcoming weeks.

This data will help the committee to develop relevant goals for the ABAV.

The 2024-2025 ABAV project should be ready to approve during the November Governing Board meeting.

## 12.3. Budget

The Governing Board must be consulted on the school budget. A package will be sent to members monthly.

Last year, LES ended with a surplus of \$800.

Our balance for the 2024-2025 school year will be approximately \$354,995.91. This amount will change based on the measures the Government will send. These measures are based on the September 30 Attestation Day.

Questions asked:

What is the catch-up plan? It is to pay for Tutoring

How much was the uncollected school fees from last year? Approximately \$10,000

Was there an increase over the years of uncollected school fees? Last year, the school collected more school fees than prior years.

## 12.4. Educational Project

The Educational Project was updated in 2023-2024. The goals for this project will hopefully, be achieved by 2028. This was approved by Governing Board during the 2023-2024 school year. The Educational Project is published on the school's website.

The Action Plan will be worked on this year. It is a plan that will allow LES to implement and achieve the goals in the Educational Project. This will be shared on the website as well, when that becomes available.

## 12.5. Field Trips & Fundraisers

### 12.5.1 Fire Drill

The fire drill will take place during the month of October. The school has contacted the Fire Department and is waiting for them to return our call. Parents and Students do not get notified prior to the fire drill.

### 12.5.2 Lock Down Practice

The Lock down Practice will be scheduled before Christmas. Parents and Students will know when this will happen. There will be a second lockdown practice as the year progresses. Parents will be given a window as to when this will happen, but not the specific date or time.

## 13.Reports

### 13.1. Friends of Laurentian Elementary School (FOLES) Report

FOLES is a group of parent volunteers that helps organize activities and fundraisers for LES.

Meetings are held on TEAMS, once a month. The first meeting will be held on October 7 at 18H30.

Should anyone wish to join, please reach out to [folescommunity@gmail.com](mailto:folescommunity@gmail.com) New members are always welcomed!

Please follow FOLES on their Facebook page “Friends of Laurentian Elementary School”.

### 13.2. Principal’s Report

Tammy Noble is happy to report that the 2023-2024 school year ended with a surplus of \$800.

IEPs are beginning to be updated. Reading Assessments (DIBELS) has begun with groups.

LES has hired more attendants for our high need students.

Digital subscriptions have been renewed.

LES is in the process of updating some worn out equipment in the classrooms (white boards, new mats for Kindergarten etc.)

LES has hired all caretakers. We have been short staffed for maintenance for months.

### 13.3. Teachers' Report

Terry Fox – Our annual Terry Fox run was held on September 13. We had students at Parc Barron and Students in our school yard. We are happy to report that LES raised \$5642

National Truth and Reconciliation Day – September 30. Most of the staff members and students wore orange clothing. Grade 6 students gave presentations to the school about the importance of this day.

Vision Screening for PreK and Kindergarten will be on October 3.

Picture Day will be on October 1.

### 13.4. Daycare Report

Daycare now has 6 qualified daycare educators. They are working in Pre-K, Soutien en Classe and/or Daycare (before and after school hours).

September 20 was a PED DAY. Our students had the chance to explore the school and participate in some fun activities.

October 18 is our next PED DAY.

Attestation Week for Daycare is September 30 until October 4. This is similar to the school's attestation day, but daycare is based on 5 days a week and will only get funding for the students if they are present for these days.

Fieldtrips for Ped Days will now need to be approved by the Governing Board.

### 13.5. SWLSB Parents Committee

The first meeting will take place on October 10. Tammy Noble has a welcome package for the parent delegate and the alternate.



#### 14. Correspondence

There was no correspondence

#### 15. Varia

The next Governing Board Meeting will be held on October 21, via Zoom. 18H30. The link for all meetings can be found at the top of the evening's agenda.

#### 16. Question Period

There were no questions.

#### 17. Adjournment

The meeting came to an end at 19H33.

**159-20240930-16** It was moved by Danika Robitaille and seconded by Annie-Lynn Garcia to adjourn the meeting.

CARRIED UNANIMOUSLY