

Members of the Laurentian Elementary School Governing Board are hereby convened to a REGULAR meeting on Monday September 29, 2025 at 6:30pm to be held Online:

<https://swlauriersb.zoom.us/j/87609132625>

Minutes for Governing Board Meeting
September 29, 2025

Present: Annie-Lynn Garcia, Simon Masse, Danica Drouin, Jessica Vallières, Asani Pierre-Canel, James Bliss, Eric Spooren, Cathy Seale, Danika Robitaille, Tammy Noble
Absent Mark Richer

Call to order

1. **Verification of quorum & presentation of GB Members**
 - Ms. Noble began the meeting at 6:40pm
2. **Additions to the agenda**
 - Nothing to add
3. **Approval of the agenda** 159-20250929-01
Motion Carried
 - Motion to approve by Cathy Seale, 2nd by Simon Masse.
 - Unanimous approval
4. **Approval of Minutes from June 2025 GB Meeting**
 - **Minutes of June 2, 2025** 159-20250929-02
Motion Carried
 - Motion to approve by Aniiie-Lynn Garcia, 2nd by Danika Robitaille
 - Unanimous approval
 - **Minutes of June 16, 2025** 159-20250929-03
Motion Carried
 - Motion to approve by Eric Spooren, 2nd Danika Robitaille
 - Unanimous approval
5. **Approval of Minutes from Annual General Meeting**
 - Tabled until next meeting
6. **Presentation of Internal Rules and Procedures** 159-20250929-04
Motion Carried
 - Ms. Noble presented the Rules and Procedures that were approved in September 2024. A question was asked as to whether GB wanted to keep the rule that states if more than 3 meetings are missed without prior warning, that GB member would be removed and replaced with the alternate. It was decided the rule should remain.



Laurentian Elementary

455 Court
Lachute (Québec) J8H 1T2

T 450 562-2401

F 450 562-0028

swlauriersb.qc.ca/schools/laurentian

AN ENGLISH
EDUCATION,
A BILINGUAL
FUTURE

UNE
ÉDUCATION
EN ANGLAIS,
UN AVENIR
BILINGUE



COMMISSION SCOLAIRE SIR-WILFRID-LAURIER

SIR WILFRID LAURIER SCHOOL BOARD

www.swlauriersb.qc.ca



Laurentian Elementary

455 Court
Lachute (Québec) J8H 1T2
T 450 562-2401
F 450 562-0028

swlauriersb.qc.ca/schools/laurentian

AN ENGLISH
EDUCATION,
A BILINGUAL
FUTURE

UNE
ÉDUCATION
EN ANGLAIS,
UN AVENIR
BILINGUE



COMMISSION SCOLAIRE SIR-WILFRID-LAURIER
SIR WILFRID LAURIER SCHOOL BOARD
www.swlauriersb.qc.ca

- Motion to approve the Rules and Procedures as presented: Cathy Seale, 2nd Simon Masse
- Unanimous approval

7. Elections:

7.1. Election of a Chairperson

- No decision about who would be the GB chairperson could be reached.
- Decision tabled
- Annie-Lynn Garcia motioned that Ms. Noble continue to chair the rest of this GB meeting. 2nd Cathy Seale
 - Unanimous approval

159-20250929-05

Motion Carried

7.2. Election of a Vice Chairperson

- Annie-Lynn Garcia volunteered to be the vice-chairperson of GB
- Motioned by Annie-Lynn Garcia, 2nd Simon Masse

159-20250929-06

Motion Carried

7.3. Election of a Parent Committee Delegate (Done at AGA)

- Motion to elect Annie Lynn Garcia is the Parent Committee Delegate was made by Caroll-Ann Cadieux, 2nd Jessica Vallieres
- Unanimous approval

159-20250911-08

Motion Carried

7.4. Election of Parent Committee Alternate (Done at AGA)

- Motion to elect Mark Richer as Parent Committee Alternate was made by Jessica Vallieres, 2nd Annie-Lynn Garcia
- Unanimous approval

159-20250911-09

Motion Carried

8. Conflict of Interest forms

- Ms. Noble reminded the GB to please return the signed conflict of interest forms as soon as possible

9. Appointment of a secretary and payment

- Ms. Kathy Dixon-Danik was elected as secretary and a payment of \$60 per meeting was decided
- Motion made by Eric Spooren, 2nd James Bliss
- Unanimous approval

159-20250929-07

Motion Carried

10. Dates and times of subsequent GB Meetings

- The following meeting dates were proposed:
 - October 15, 2025
 - November 10, 2025
 - December 15, 2025
 - January 19, 2026

Laurentian Elementary

455 Court
Lachute (Québec) J8H 1T2

T 450 562-2401

F 450 562-0028

swlauriersb.qc.ca/schools/laurentian

AN ENGLISH
EDUCATION,
A BILINGUAL
FUTURE

UNE
ÉDUCATION
EN ANGLAIS,
UN AVENIR
BILINGUE



COMMISSION SCOLAIRE SIR-WILFRID-LAURIER
SIR WILFRID LAURIER SCHOOL BOARD
www.swlauriersb.qc.ca

- February 23, 2026
- March 23, 2026
- April 20, 2026
- May 25, 2026
- June TBD
- All meetings will be held from 6:30-8:00pm
- All meetings will be held virtually

11. Question Period (10 Minutes)

12. Business Arising

13. New Business

13.1. Rental of school facilities

13.1.1. Girl Guides of Canada

- Cathy Seale motioned to approve the return of the rental by the Girl Guides of Canada, 2nd by Annie-Lynn Garcia. They use their space rent-free because they assumed the cost of renovating the space. If/when they leave, they will leave the space renovated for our use.

- Unanimous approval

13.1.2. Cadets

- The Cadets' contract with the school ends at the end of 2025-2026 so renewing it will be discussed later in the year. Last year their rental happened without issue.
- Annie-Lynn Garcia motioned that the Cadets' contract should not be terminated early and they will return for the 2025-2026 school year. 2nd by Danika Robitaille.

- Unanimous Approval

13.2. ABAV

- The Our School Survey will be starting very soon at school. Once the survey has been completed we will be able to write the ABAV plan for this year.

13.3. Budget

- Ms. Noble shared the monthly GB Report with everyone.
- Ms. Noble informed the GB about how the budget cuts and the restrictions impact the school. Teachers at every level are feeling the reduction in support hours

13.4. Field Trips & Fundraisers & Special Events

13.4.1. Fire Drill

- Ms. Noble has contacted the fire department and the annual fire drill

159-20250929-08

Motion Carried

159-20250929-08

Motion Carried

Laurentian Elementary

455 Court
Lachute (Québec) J8H 1T2
T 450 562-2401
F 450 562-0028

swlauriersb.qc.ca/schools/laurentian

AN ENGLISH
EDUCATION,
A BILINGUAL
FUTURE

UNE
ÉDUCATION
EN ANGLAIS,
UN AVENIR
BILINGUE



COMMISSION SCOLAIRE SIR-WILFRID-LAURIER
SIR WILFRID LAURIER SCHOOL BOARD
www.swlauriersb.qc.ca

should be happening soon (before it gets much colder)

13.4.2. **FOLES Fundraisers**

- FOLES would like to propose 5 fundraisers for the year. 2 will be ongoing all year and the other 3 will be seasonal:
 - Ongoing:
 - Colle a Moi: Personalized Sticker labels
 - FlipGive: People can purchase gift cards online and a percentage of every gift card purchased comes back to the school
 - Seasonal:
 - Emilie's Candles: In the fall and winter. Scented candles will be sold. A percentage of the funds will come back to the school.
 - Maple Syrup: Winter/Spring Maple products from a local maple farm will be sold with a percentage of sales coming back to the school
 - Matthews Farm: Spring/Summer Baby plants for the garden will be sold (usually vegetables and herbs) a percentage of what is sold gets returned to the school.
- Motion to approve these fundraisers was made by James Bliss, 2nd by Annie-Lynn Garcia.
- Unanimous approval

14. Reports

14.1. **FOLES Report**

- FOLES outlined all the fundraisers that were approved above.
- They share with the school a calendar of events where they would like to be involved

14.2. **Principal's Report**

- Ms. Noble shared that there was a lot of movement within the school with almost every department having one or more change in staff from last year.
- We are still missing a permanent Daycare Educator and we still have a caretaker on leave

159-20250929-09

Motion Carried

Laurentian Elementary

455 Court
Lachute (Québec) J8H 1T2
T 450 562-2401
F 450 562-0028

swlauriersb.qc.ca/schools/laurentian

AN ENGLISH
EDUCATION,
A BILINGUAL
FUTURE

UNE
ÉDUCATION
EN ANGLAIS,
UN AVENIR
BILINGUE



COMMISSION SCOLAIRE SIR-WILFRID-LAURIER
SIR WILFRID LAURIER SCHOOL BOARD
www.swlauriersb.qc.ca

- Ms. Noble shared that a bus drop off area is planning to be build during the summer of 2026. It will be able to fit 10 buses. The new plan for daily drop off and pick up will be shared later in the year.
- There is a plan for the school to call the Ville de Lachute to discuss if, in the past, there has ever been a Parc Ecole entente
- Attestation Day is Sept 30th. This is the day where every child is counted and the school is allocated its funding.

14.3. Teachers' Report

- Mr. Eric shared that the Terry Fox Run was a great success. The school hoped to raise \$6400 but managed to raise over \$7000
- The first communication reports will be available to parents on October 10th
- End of term will be Nov. 6
- ECAs will be starting soon

14.4. Daycare Report

- Ms. Cathy shared that this week is Attestation Week in Daycare.
- Ms. Cathy shared that Sept 19th PED day, all students brought their bikes to school and bikes around the yard
- Plans for the Oct 3 PED day were shared

14.5. SWLSB Parents Committee

- The first meeting has not happened yet

15. Correspondence

16. Varia

16.1. Next Meeting Date – October 13th

16.2. GB Training – October 8th

17. Questions Period (10 Minutes)

18. Closing of the meeting (Adjournment)

- Annie-Lynn Garcia motioned to adjourn the meeting, 2nd Danika Robitaille
- Unanimous approval

159-20250929-10

Motion Carried