



**LAVAL SENIOR ACADEMY**  
3200 Souvenir West, Laval, QC H7V 1W9

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**GOVERNING BOARD MEETING**  
**Thursday, October 12, 2017**

**In attendance:**

*Principal:*

Nathalie Rollin

*Chairperson:*

Lisa Chartier (parent)

*Secretary:*

Kathryn Morrow (parent)

*Parent members:*

Paul Leal, Orazio De Rosa, Peter Di Loreto, Mary Caruso, Jimmy Abraham, Tony Beliotis

*Teacher members:*

Sean Evans, Frank De Luca, Mark Sanchini, Gary Yip, Melanie Couture

*Professional staff:*

Dominic Di Stefano

*Support staff:*

Barbara Diamond

*Student representatives:*

Allish Troughton, David Abraham

*Community members:*

Katrina Driver

**In absentia:** Cristina Carpanzano (teacher)

**Guests:**

3 Vice-Principals, 3 teachers, 4 parents

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1. **CALL TO ORDER**

The Chairperson established quorum and called the meeting to order at 7:02 p.m.

2. **ADDITIONS TO/ADOPTION OF AGENDA**

**LSA/GB-171012-001** It was moved by J. Abraham, seconded by T. Beliotis, that the Laval Senior Academy Governing Board hereby adopts the agenda as circulated. **CARRIED**

3. **GOVERNING BOARD ORGANIZATION**

3.1 Elections

Chairperson:

P Leal nominated L. Chartier, seconded by T. Beliotis; L. Chartier accepted; elected by acclamation

Vice-Chairperson:

P. Di Loreto nominated himself, seconded by J. Abraham; P. Di Loreto elected by acclamation

Treasurer:

T. Beliotis nominated himself, seconded by D. Di Stefano; T. Beliotis elected by acclamation.

Secretary/Recording Secretary:

D. Di Stefano nominated K. Morrow, seconded by P. Leal; K. Morrow accepted; elected by acclamation.

There was consensus that the Recording Secretary be paid \$65 per meeting held. K. Morrow asked that the decision for the use of the funds to be paid to the Recording Secretary (\$65 times the number of meetings held in 2017-18) return to the GB later on in the school year for discussion and final determination.

3.2 Community Representatives

**LSA/GB-171012-002** It was moved by J. Abraham, seconded by B. Diamond, that the Laval Senior Academy Governing Board hereby appoints Katarina Driver, CLC Coordinator, as a community member of the Governing Board for the 2017-18 school year and that we are actively seeking the second position of Community Member. **CARRIED**

3.3 Dates and Times for GB Meetings

**LSA/GB-171012-003** It was moved by F. De Luca, seconded by P. Di Loreto, that the Laval Senior Academy Governing Board hereby adopts that for the 2017-18 school year, the meetings will be alternating on Tuesdays and Thursdays, will start at 7:00 p.m. and that the schedule will be as follows:

October 12	Thursday
November 14	Tuesday
December 14	Thursday
January 11	Thursday
February 6	Tuesday
March 15	Thursday

April 10	Thursday	
May 10	Thursday	
June 12	Tuesday	<b>CARRIED</b>

3.4 GB Internal Rules

The Chairperson noted that a copy of the internal rules document for the 2016-17 school year had been sent to everyone. She asked that all GB members look it over and bring any questions, comments, corrections, additions, deletions to the attention of the secretary who will compile them for the next meeting. This item is tabled for discussion in November. Until changed, the current rules stand.

3.5 Conflict of Interest Forms

The Principal circulated conflict of interest forms which are required for each member of the GB. She asked that they be completed and signed tonight and returned to her at the end of the meeting.

3.6 Chart re Mandate and Functioning of a Governing Board

All GB members have been sent a copy of a chart outlining the mandate of a GB which should be used as a refresher of our role.

4. **ACCEPTANCE OF MINUTES OF JUNE 15 AND SEPTEMBER 28, 2017**

**LSA/GB-171012-004** It was moved by P. Leal, seconded by F. De Luca, that the Laval Senior Academy Governing Board hereby accepts the minutes of the meeting held on June 15, 2017 as circulated.

Voting for: 8      Voting against: 0      Abstaining: 9      **CARRIED**

**LSA/GB-171012-005** It was moved by M. Caruso, seconded by L. Chartier, that the Laval Senior Academy Governing Board hereby accepts the minutes of the meeting held on September 28, 2017 as circulated.

Voting for: 8      Voting against: 0      Abstaining: 9      **CARRIED**

5. **RATIFICATION OF E-VOTES**

**LSA/GB-171012-005** It was moved by O. De Rosa, seconded by B. Diamond, that the Laval Senior Academy Governing Board hereby approves:

- (A) Reconsideration of Code of Conduct - no
- (B) Field Trips: all approved
  - September 27<sup>th</sup> Secondary 3 & 5 Excellence to Acro-Nature Soccer
  - October 19-20 Active Group to Classe Rouge
  - October 25<sup>th</sup> Sec. 3 Art Excellence to Montreal Museum of Fine Arts
  - October 27<sup>th</sup>, Sec. 4 & 5 Art Excellence to Montreal Museum of Fine Arts
  - Movement of Ped Day scheduled for September 29<sup>th</sup> to November 13<sup>th</sup>
  - Sale of SPC cards at \$10 each

Sale of coffee and baked good by WOTP students at Curriculum Night  
(sale of coffee, etc., by Grad Committee on Curriculum Night)

October 6<sup>th</sup> by Active Group to Centre Phi

Voting for: 8      Voting against:      Abstaining: 9      **CARRIED**

## **6 BUSINESS ARISING FROM THE MINUTES**

### **6.1 City of Laval re School Safety Zone Update**

The Principal communicated with the school board and the Commissioners involved in this dossier. Apparently the 'responsible' with the Laval Police has changed, so that the meeting scheduled for August 31<sup>st</sup> did not take place. However, someone new is now in charge and another date has been chosen, so discussions will be on-going. Because this is an election year and because Commissioners have vowed to remain involved, we are optimistic of a positive outcome, although the list of things that the City of Laval is NOT going to do seems longer than the list of what they are willing to do. The Principal was asked to add "drop off zone" to the list to be discussed because cars stopping on the street in the morning have become another problem. In response to a question, it was confirmed that students are still being issued tickets for jay walking.

### **6.2 ABAV Results for 2016-17 and Request for Quarterly Reports in 2017-18**

The Principal reported that it is her intention to bring up the ABAV plan every month for discussion at GB. Administrators are obligated to enter every incident into the school record. This year a coordinator has been appointed (F. De Luca) and he has now received training for his role by the school board. In the month of October, the school will go over the results received in September for the 2016-17 school year and they will be presented to the GB at its meeting in November (as per its resolution LSA/GB-170615-150).

GB members also requested that the results of the "Tell them from me" survey be presented to the students who had actually taken the survey!

### **6.3 Revision of Resolution LSA/GB-170420-121 re Humeur Fundraising**

The Chairperson raised the issue of a resolution passed by GB (LSA/GB-170420-121) wherein we passed a chocolate fundraiser for the 2017-18 school year for the Student Council. When the actual documentation was given to students, it appears that the monies raised by this fundraiser are for individual students to be used by them for various school activities.

Therefore, the original resolution was rescinded by its mover, D. Di Stefano.

**LSA/GB-171012-007** It was moved by D. Di Stefano, seconded by B. Diamond, that the Laval Senior Academy Governing Board hereby approves a fundraiser for all students by Humeur for the 2017-18 school year, with 80% of the profits going to the student who makes the sales and 20% of the profit going to the school for

activities; the students' profits can be used on any school activities, trips, sports, graduation expenses, etc.

Voting for: 16    Voting against: 1    Abstaining: 0    **CARRIED**

## 7. **QUESTION PERIOD FROM THE PUBLIC**

- (A) On October 5<sup>th</sup>, there was a 'situation' involving a student on a bus. The Principal explained what she could about the incident and stressed that what students and parents had done by calling 911 was exactly the right thing. Rumours and panic are spread by social media like wildfire and we have to be aware that this information path is a new world we have to deal with, as well as the situation itself.
- (B) In response to a question, the Principal stated that teachers have to attend three (3) evening meetings throughout the school year, usually Curriculum Night and the first 2 report card evenings, but these 3 nights might be different for different teachers.
- (C) Parents asked that the LSA website be updated.
- (D) In connection with the October 5<sup>th</sup> incident, the Laval police were in charge of the whole operation. When that happens, it is the police who decide who will be told, when and what information can be released. That being said, since this was the first such incident with this school board, they will be reviewing their crisis intervention plan in the coming days; as well, the Laval Police will also be reviewing their procedures. The media came to school, but school administration cannot talk to them, only the Chairperson of the school board can, so some wrong information was reported.
- (E) In response to a question, it was stated that there is only one Europe trip from LSA for 2018.
- (F) In response to a question as to why the agendas were received late this year, the Principal reported that the company made a number of mistakes in the printing of them this year and they had to be returned multiple times.

## 8. **NEW BUSINESS**

### 8.1 Leadership Summit

A day-long meeting was held on September 25, 2017 with 50 students each from LSA and LJA as part of the Leadership programme at both high schools. The purpose of this group is to train high school students to help students in Grades 5 and 6 from feeder elementary schools. The Leadership programme will be on-going throughout this school year. The Chairperson reminded administration that when students are removed from class for any kind of activity, the GB must give its approval.

### 8.2 Standing Resolutions 2017-18

The Chairperson read out the current standing resolutions which were passed by

last year's GB. A document listing them will be circulated to GB members and they were asked to think about any additions and/or changes necessary. The list will be updated at our November meeting.

### 8.3 Fund Raising Calendar 2017-18

The Chairperson stated that last year's GB had suggested that a fund-raising calendar be put in place this year in order to avoid too many fund-raising activities at one time and to spread out the availability of dates to all the various groups in the school. As there will be no dress down days this year, other functions will need to be considered. As well, the Principal stated that the school must create a "school-designated fund" for the monies raised. It was suggested that this calendar be put on the website when it has been prepared.

## 9. **RENTALS**

**LSA/GB-171012-008** It was moved by B. Diamond, seconded by S. Evans, that the Laval Senior Academy Governing Board hereby approves the following rentals:

- (A) Aga Khan Summer Camp from July 31 to August 18, 2017 at a cost of \$8991.05;
- (B) Fkco/Sutogure Dojo from September 5 to December 15, 2017 at a cost of \$712.85;
- (C) OVMF from August 31 to December 7, 2017 at a cost of \$1207.24;
- (D) Passion Basketball from September 13, 2017 to February 21, 2018 at a cost of \$1770.62;
- (E) Volleyball Equinoxe de Laval from September 7 to December 7, 2017 at a cost of \$765.73; (1 against)
- (F) Ligue de Basketball Senior Rebelle Rive-Nord from September 25 to December 20, 2017 at a cost of \$5423.37;
- (G) Association of Islamic Charitable Projects on September 29, 2017 at a cost of \$1016.27;
- (H) Association regionale de kinball from September 5 to December 19, 2017 at a cost of \$1655.64. **CARRIED**

## 9. **FIELD TRIPS**

**LSA/GB-171012-009** It was moved by J. Abraham, seconded by A. Troughton, that the Laval Senior Academy Governing Board hereby approves a field trip for 20 students to Gadeloupe on spring break 2019 at a cost of \$2500-2700.

Voting for: 16    Voting against: 0    Abstaining: 1    **CARRIED**

**LSA/GB-171012-010** It was moved by A. Troughton, seconded by M. Sanchini, that the Laval Senior Academy Governing Board hereby approves a field trip for 20 Science path students to Costa Rica on spring break 2019 (February 26 to March 9, 2019) at a cost of \$3100

Voting for: 16    Voting against: 0    Abstaining: 1    **CARRIED**

The Chairperson asked that the teacher endeavour to ensure that it is a direct flight to Costa Rica and that the plane does not land in the USA.

**LSA/GB-171012-011** It was moved by P. Leal, seconded by M. Sanchini, that the Laval Senior Academy Governing Board hereby approves that the meeting be extended by 30 minutes to 9:30 p.m. **CARRIED**

**LSA/GB-171012-012** It was moved by P. Leal, seconded by S. Evans, that the Laval Senior Academy Governing Board hereby approves to table a field trip request for a maximum of 80 students (8:1 ratio of students to teachers) to Dublin, Wales, London and Paris on spring break 2019 at a cost of \$3295 plus \$125 for tipping fees until the next meeting when further documentation and an itinerary can be presented to GB members.  
Voting for: 10    Voting against: 3    Abstaining: 4    **CARRIED**

**LSA/GB-171012-013** It was moved by S. Evans, seconded by P. Di Loreto, that the Laval Senior Academy Governing Board hereby approves a field trip for Secondary 3 Soccer Excellence students to do ziplining on October 17, 2017 at no cost to students. **CARRIED**

**LSA/GB-171012-014** It was moved by P. Leal, seconded by M. Caruso, that the Laval Senior Academy Governing Board hereby approves a field trip for Secondary 4 Soccer Excellence students to do ziplining on October 25, 2017 at no cost to students. **CARRIED**

**LSA/GB-171012-015** It was moved by T. Beliotis, seconded by P. Di Loreto, that the Laval Senior Academy Governing Board hereby approves a field trip for the Football team to Vanier College to see a football game on October 21, 2017 at no cost to students. **CARRIED**

**LSA/GB-171012-016** It was moved by J. Abraham, seconded by D. Di Stefano, that the Laval Senior Academy Governing Board hereby approves a field trip for Secondary 5 Science students to McGill University on October 27, 2017 at no cost to students. **CARRIED**

**LSA/GB-171012-017** It was moved by T. Beliotis, seconded by A. Troughton, that the Laval Senior Academy Governing Board hereby approves *in principle* a field trip for 90 Secondary 4 Enriched English students to see the play "Romeo & Juliet" at Dawson College on November 23, 2017 at a cost of \$5 per student, provided that at least 3, preferably 4, more teachers accompany the group. **CARRIED**

The date for the field trip on October 6<sup>th</sup> by Active Group to Centre Phi approved under LSA/GB-171012-005 is changed to November 8, 2017.

Various outings during the year (e.g., trade schools, photography, shopping) for the Active Group are covered under our Standing Resolutions. A similar coverage for

the WOTP students for the 2017-18 school year will be added to the Standing Resolutions for outings such as shopping at Maxi or Home Depot.

## 10 **FUND RAISERS**

None.

## 11. **SCHOOL ACTIVITIES**

None.

## 12. **REPORTS**

### 12.1 Chairperson's Report/Correspondence

None.

### 12.2 Principal's Report

N. Rollin reported on:

- Meeting with apartment neighbours across the street concerning unwanted student activities on their property;
- First report card will be issued on October 13<sup>th</sup>;
- The Football Homecoming event was truly a community event and will be publicized even more for next year;
- Terry Fox walk is scheduled for October 16<sup>th</sup> (N.B. date changed after our meeting to October 19<sup>th</sup>);
- Fire drill scheduled for next week; there will also be a lockdown sometime in October;
- October 22<sup>nd</sup> is graduation ceremony for 2017 grads;
- The CLC Coordinator in conjunction with AGAPE will be making a presentation on October 17<sup>th</sup> at Cite de la Santé on intergenerational activities and activities for seniors.
- Laval Police will be making their annual presentation on drugs to all students;
- A Rock of Ages concert is planned for November 17<sup>th</sup>, at a cost of \$10 a ticket;
- LSA will host the Robotics tournament this year on February 1, 2, 3, 2018;
- LSA will join LJA at its Open House scheduled for November 7<sup>th</sup>; emphasis will be on programmes that transition from junior to senior school;
- The name of the 'excellence' programmes will be changed back to 'concentration' programmes;
- Looking into the possibility of a Sports Etudes programme perhaps next year and will make a presentation to the MEES; have already been approached by hockey, baseball and soccer federations;
- An International Baccalaureate programme is being discussed with LSA and LJA;

- Pursuing the possibility of a Casino Night fundraiser jointly with LJA, profits to be split; details and information will be gathered and presented to our PPO;
- Working on Standards & Procedures of Evaluation, MESA, ABAV update;
- A list of monies from various allocations, grants and measures circulated; LSA has been given \$245,757; monies have already been spent in 2 different areas; all monies need to be used up in this school year.

12.3 Parents' Committee Report

None.

12.4 Teacher Council Report

None.

12.5 PPO Report

None.

12.6 Student Council Report

None.

13. **OTHER BUSINESS/VARIA**

None.

14 **COMMENTS/QUESTIONS FROM THE PUBLIC**

None.

15. **DATE OF NEXT MEETING**

*TUESDAY, NOVEMBER 14, 2017*

16. **ADJOURNMENT**

**LSA/GB-171012-018** It was moved by O. De Rosa, seconded by S. Evans, that the meeting adjourns; time 9:40 p.m.

SIGNED AT LAVAL, QUEBEC, this 14<sup>th</sup> day of November 2017

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Lisa Chartier, Chairperson

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Kathryn Morrow, Secretary