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**Minutes of the Governing Board meeting held on
Wednesday, Sept. 13th, 2017 at 6:30PM in Staff Room**

Present: Dena Chronopoulos, Laura Wittebol, Anna Mondelli, Amanda Diodati, Alain Z. Baric, Catheryne Porsenna, Natalie Codner, Katherina Benoit, Mike Leuzzi, Ada DiGenova, Erin Oliver, Dori Raymond, Ellen Dennick.

Absent:

1. Call to Order

Meeting called to order at 6:34 PM by the Principal Dena Chronopoulos.

2. Elections

1. Chairperson and Vice-Chairperson

Katherina Benoit nominates Laura Wittebol and nomination is seconded by Anna Mondelli. Laura Wittebol is voted Chairperson of Governing Board by acclamation.

Laura Wittebol nominates Katherina Benoit for the position of Vice-Chairperson. Nomination seconded by Anna Mondelli. Anna Mondelli nominates herself and this is seconded by Katherina Benoit.

By secret ballot vote Anna Mondelli is elected the Vice-Chairperson of Governing Board.

Laura Wittebol now chairs the meeting.

3. Hiring of Recording Secretary / Remuneration

Dori Raymond nominates Mandy Lamoureux as Governing Board Secretary. Mandy Lamoureux accepts. GB consensus is in agreement and Ms. Lamoureux is hired as GB Secretary.

4. Establishment of Future Governing Board Meetings

GB 2017-09-13-01: Governing Board meetings will be held on the third Wednesday of the month at 6:30pm

October 18th, 2017

November 15th, 2017

December TBD

January 24th, 2018

February 21st, 2018

March 21st, 2018

April 18th, 2018

May 16th, 2018

June TBD

5. Review and Adoption of Governing Board Internal Rules

GB 2017-09-13-02: Motion to adopt Governing Board internal rules, without modification from 2016-17 version, made by Laura Wittebol and is seconded by Katerina Benoit. All in favor.

Carried Unanimously.

6. Acceptance and Adoption of Agenda

Add Daycare Report to agenda.

Add Question Period.

GB 2017-09-13-03: Motion to approve the September 13th, 2017 Governing Board agenda as modified, made by Catheryne Porsenna and is seconded by Amanda Diodati. All in favor

Carried Unanimously.

7. Distribution of Declaration of Conflict of Interest Forms

These were distributed to all GB members and submitted to Principal, to be forwarded the Secretary General of the School Board.

8. Reports

a. Chairperson

Laura Wittebol welcomes the new Principal, Dena Chronopoulos.

b. Principal

Dena Chronopoulos would like to send reports before GB meetings so that all questions can be formulated before.

c. PPO

Earmark monies to be approved (approximately \$22,000). GB is asked to approve the designated allocation of money which is expected to be raised by the PPO in the coming year.

1. Field trips and in-class activities: \$25/student, with the possibility of adding an extra \$5 in the new year if there is a healthy balance.
2. Teacher convention: \$1000
3. Geordie Productions: \$1350 (theatre presentation)
4. Teacher/Staff Appreciation Week: \$1500
5. Kindergarten Butterfly program: up to \$500
6. Kindergarten Fun Day: \$1000
7. Grade 6 graduation ceremony & party: \$1500
8. Twin Oaks Fun Day (June): \$2000

GB is asked to approve the following fundraisers that PPO would like to continue with this year:

1. Pizza Lunches: Please note we trying a new pizza supplier from Domino's to Zesto's. Results to be evaluated preliminarily before committing to new supplier.
2. Movie night: one in November one in April, with the possibility of having a free outdoor movie night in June. Profits will be from selling snacks.
3. Bake sale: one in November for parent/teacher interview and one in April (2018) for Portfolio Night.
4. Prestige (chocolate sales): Date TBD (2018)
5. Comedy Night: Date TBD (2018)

For the past 3 years GB has approved a \$500 petty cash to be used by PPO for items that are not pre-approved by Governing Board. If possible, we would appreciate the same for this year. If approved, I will as always, give a report on our spending.

GB 2017-09-13-04: Motion to approve PPO budget for the list of proposed fund allocations and list of proposed fundraising events, made by Dori Raymond and is seconded by Catheryne Porsenna. All in favour.

Carried Unanimously.

GB 2017-09-13-05: Motion to approve the allocation of \$500 petty cash for PPO to use, in the event that GB will not convene in time for an urgent purchase, made by Dori Raymond and is seconded by Catheryne Porsenna. All in Favor.

Carried Unanimously.

GB 2017-09-13-06: Motion to approve Zesto's pizza as supplier for October 2017 pizza fundraiser, made by Ada DiGenova and is seconded by Anna Mondelli. All in favor.

Carried Unanimously.

9. Parents Committee

First meeting will be Oct 5th, 2017.

Meetings will be held the first Thursday of every month.

10. Daycare

Amanda Diodati introduces herself.

Twin Oaks daycare has 225 students enrolled.

GB 2017-09-13-04: Motion to approve students leaving the premises for a fieldtrip to 45 Degrees on the PED day of Sept. 22nd, 2017 made by Anna Mondelli and is seconded by Ada DiGenova. All in favor.

Carried Unanimously.

9. Business Arising

Minutes of June 14th, 2017 Meeting

GB 2017-09-13-07: Motion for approval of the minutes of June 14th, 2017 as modified made by Dori Raymond and seconded by Erin Oliver. Motion carried with five abstentions because of

absences.

Motion Carried.

Minutes of Annual General Assembly Sept. 6th, 2017

Governing Board has received a copy and a copy will be maintained in the office.

10. New Business

- a. Fieldtrip approval

GB 2017-09-13-08: Motion to approve the following fieldtrips:

1. Grade 3 October 17th Verdun Circus Training Camp
2. E33 November 9th, February 15th, June 14th, Public Library Visit
3. Grade 2, September 8th & October 6th, Parc Madeleine
4. Grade 5, October 3rd, Adventure Bois de Belle Riviere

Made by Catheryne Porsenna and is seconded by Anna Mondelli. All in favor.

Carried Unanimously.

Mention to Governing board members that Grade 6 Welcome Back dance will be held at end of September.

11. Rentals

GB 2017-09-13-09: Motion to approve the following rentals of Twin Oaks school gym on various dates (amounts include taxes):

- Zumba \$2020.53
- Soccer 459.90
- Karate 551.88

Made by Erin Oliver and is seconded by Dori Raymond. All in favor.

Carried Unanimously.

12. Correspondence

N/A

13. Question Period

Q: Can we have an update on the Our Lady of Peace situation?

A: Given by Dena Chronopoulos: Things are working very smoothly with Our Lady of Peace Elementary School being housed in the Twin Oaks building while OLP building is finishing construction. The best case scenario for OLP to be able to move back into their own building is September 22nd and the latest would be the second week of October.

14. Varia

N/A

15. Confirmation of date and time of next GB meeting_– October 18th at 6:30pm

16. Meeting Adjournment_– 8:18 pm

GB 2017-09-13-10: Motion to adjourn the Governing Board meeting at 8:01pm Made by Dori Raymond and is seconded by Anna Mondelli. All in favor.

Carried Unanimously

Date minutes approved: _____

Chair: _____ **Secretary:** Mandy Lamoureux