



Cedarcrest Elementary School
1505 Muir, St-Laurent, QC H4L 4T1
Tel: (514) 744-2614



Commission scolaire English-Montréal
English Montreal School Board

CEDARCREST SCHOOL
Governing Board Meeting Minutes
Thursday September 29, 2022

Attendees - Members:

Maria Argyriou, Lorraine Belanger, Otis Delaney, Karen Der, Lydia Kansou, April Luong, Gianna Melillo, Tia Nicholls, Jessica Sabatini, Georgia Stamatopoulos, Stephanie Vezina-Tulli

Absentees – Members:

None

Public in Attendance:

Sandra Troop

1. WELCOME AND OPENING REMARKS

Welcomes and opening remarks for the first meeting of the 2022-2023 academic year.
The meeting was held in person at Cedarcrest.

2. ADDITIONS TO THE AGENDA

Members asked to add PELO (6c), the music extracurricular activity (6d) and the dismissal at the Deguire Street gate (6e) to the Agenda.

3. ADOPTION OF THE AGENDA

Motion to adopt today's Agenda as amended was put forth by Lydia Kansou, seconded by Stephanie Vezina-Tulli and carried by members in attendance.

4. REVIEW OF THE MINUTES FROM JUNE 14, 2022

Regarding Business Arising from the Minutes, the 2022-2023 slate of afterschool activities for the fall – Soccer, Karate, Enfant & Co. and Choir was approved.

5. APPROVAL OF MINUTES

Motion to approve the June 14, 2022 Meeting Minutes was put forth by Tia Nicholls, seconded by Lorraine Bélanger and carried by members in attendance.

d. Music as an Extracurricular Activity

- As mentioned in past meetings if Music is taught as one of the Arts disciplines, the available time allocation is 1 day a week. It is difficult to attract a Music Specialist who can teach in French to work only 1 day a week at Cedarcrest.
- As discussed at last meeting, another possibility to integrate more Music into Cedarcrest is to offer a 10 week session of Merlin class during lunchtime or afterschool.
- The last Music Teacher, M. Hanchet can do a Tuesday lunchtime class teaching Merlin with 12 students and a Thursday class teaching another 12 students. The price would be approximately \$100 for a 10 week session. Merlin Club would be available to students from grades 3 to 6 due to the delicacy of the instruments.
- Parent members mentioned that there are Cedarcrest parents that may be available to volunteer to teach Music.
- Members asked the Teacher Representative to reach out to M. Hanchet to prepare a Merlin program proposal for GB to review in time before the winter session of the extra-curricular activities begins.

e. Dismissal at the Deguire Gate

- Parent members revisited this item which was discussed at earlier meetings.
- As parent members noted in past meetings, the Deguire gate is very problematic and dangerous with parents double parking their cars in the cul-de-sac.
- They enquired about changing the walker dismissal exit to the parking lot door. Staff members noted that this exit is not ideal either because of the crosswalk in front.
- Daycare representative suggested the Daycare door for walker dismissal at 2:35.
- At wintertime, the dismissal at the Daycare door can be reassessed.
- The Principal will send a note out to inform parents of the new walker dismissal location at the Daycare door.

f. Home and School Report: Tia Nicholls

- The recent Corn Roast went very well and it was great to see families at Cedarcrest again.
- Home and School is discussing the possibility of organizing a Family Pasta Night in November. The event would be done in collaboration with Lauren Hill Academy. LHA is having their Home and School Meeting next week and this possible fundraiser will be discussed at their meeting.
- The Friday of Mother's Day weekend has already been reserved for the Second Comedy Gala Night in May 2023.
- Parent members enquired about Home and School purchasing S hooks to hang off the lockers for snow pants and winter coats to dry.
- Staff members enquired about Home and School subsidizing school buses for field trips. As mentioned in the Daycare Report, the school bus cost for field trips has increased significantly the last few years.

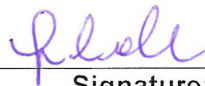
8. QUESTION PERIOD

- Parent member enquired about a school newsletter as opposed to several standalone emails.
- In response to parent member enquiry about the Cedarcrest outdated web site, staff responded that only the Board webmaster can update and they have been slow to update.
- Parent member noted that some teachers are only posting homework on Google classroom and not the Agenda despite a motion passed last year to have all homework written in the Agenda with Google classroom used as a supplementary tool. Teacher Representative noted that teachers cannot be forced to follow this motion.

9. ADJOURNMENT

There being no further business to discuss, the meeting was adjourned at 8:22 PM.

Minutes By: Karen Der



Signature: Chair, Tia Nicholls



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**CEDARCREST SCHOOL
Governing Board Meeting Minutes
Tuesday, December 6th, 2022**

Attendees - Members:

Maria Argyriou, Lorraine Belanger, Otis Delaney, Karen Der, Lydia Kansou, April Luong, Gianna Melillo, Tia Nicholls, Jessica Sabatini, Georgia Stamatopoulos, Stephanie Vezina-Tulli

Absentees – Members: None

Public in Attendance: None

1. WELCOME AND OPENING REMARKS

The meeting was held virtually, via MS Teams.

2. ADDITIONS TO THE AGENDA

Members asked to add: Skating rink in the schoolyard (6f), Science teacher (6g), Education report (6h) to the Agenda.

3. ADOPTION OF THE AGENDA

Motion to adopt today's Agenda as amended was put forth by Lydia Kansou, seconded by Tia Nicholls and carried by members in attendance.

4. REVIEW OF THE MINUTES FROM SEPTEMBER 29, 2022

Minutes were approved as drafted.

5. APPROVAL OF MINUTES

Motion to approve the September 29, 2022 Meeting Minutes was put forth by Jessica Sabatini, seconded by Georgia Stamatopoulos and carried by members in attendance.

6. BUSINESS ISSUES

a. Criteria of a school principal

- Discussed constant change in leadership is tough for GB and the school
- Addition: Someone who is available to both staff and parents and addresses issues in a timely manner

Motion to approve the List of criteria of a school principal was put forth by Lydia Kansou, seconded by Jessica Sabatini and carried by members in attendance.

b. Field Trips

- It was confirmed at the Parent Committee (PC) meeting that field trips are back even the international ones.
- The Principal confirmed that **Ottawa day trip for Grade 6** is confirmed, June 1st. Bookings have been made with past service provider and the cost is 102\$ per student. The trip last year was very well organized and the other teachers joined the day trip.
- **Grade 5 Quebec City trip** has not been confirmed yet, the Principal will discuss with the Grade 5 team.
- Mr. Jonathan requests approval for a field trip to the **Montreal Science Centre**.

Motion to approve the Grade 6 Ottawa trip and the Montreal Science Centre field trip was put forth by Lydia Kansou, seconded by Stephanie Vezina-Tulli and carried by members in attendance.

c. Homework (History-Geography)

- A parent member brought up the topic of homework and level of difficulty of the history/geography class material. This parent reported that class averages are not as high as for other subjects and that the assignment of homework due for the next day is not manageable.
- The Principal has confirmed that teachers have to meet specific outcomes and each teacher decides how they teach to meet those specific outcomes. The quantity of homework is also up to each teacher. This topic is outside of the GB mandate and that for any specific issues, parents should discuss with the teachers directly.

d. Hygiene protocol- in light of recent illness

- While there are a lot of students and staff that sick, the EMBS has mentioned at the PC meeting that they do not intend to bring back additional sanitary measures.
- The Principal has confirmed that Cedarcrest is following Health Canada Protocols. Each class has sanitizers, all classrooms have sinks for frequent hand washing and there are masks available at the office. Teachers are getting students to wash their hands multiple times during the day. All classrooms are cleaned between A and B switch.
- The general guidance is that if someone has fever, they should stay home. If they are coughing, they should wear a mask. There is not other guidance coming out of public health for the moment.

- Areas of improvement: more frequent disinfection of water fountains, door handles, toilet flush handles and stall doors.
- The hand sanitizer by the front door of the school is not worth it because students wash their hands right away when they enter the classroom in the morning.

e. Daycare handbook approval

- The Daycare handbook remains identical to the previous year's with the exception of the fee structure.
- The regular status now applies to students that attend daycare at least one day a week on the same day every week. The government will now fund for regular 1 day and 2 days students.
- The daycare fee is updated to \$8.95 per day, \$1.30 for the lunch fee, and \$12 for sporadic
- The fee for pedagogical days is \$12 for all students, sporadic and regular

Motion to approve the changes to the daycare handbook was put forth by Lorraine Belanger, seconded by Karen Der and carried by members in attendance.

f. Skating rink in the schoolyard

- Members revisited the feasibility of installing a skating rink the schoolyard.
- While Cedarcrest has the space, considerations include:
- Maintenance
- Health and safety: the rink is hazard and requires higher teacher to student ratio, helmets and other protective gear. The rink will need to be boarded and not accessible at recess time.
- Limited storage at the school for skating equipment
- Would need to look into city by-laws and rules as well liability for the school
- For now, organizing an event at a skating rink would be better, a one day event is more manageable
- In of the hockey program in development, a skating rink in the schoolyard would be a good use of the space in the winter, to be kept in mind for the future. Ideas for organized way to use the space is always welcome.

Action: Someone needs to champion this and seek all the information needed to make this work, including cost to build and maintain. Bring back at the last meeting of the school year.

g. Science Teacher

- Parent member highlighted the excellent work that Mr. Jonathan is doing as a science teacher and enquired whether there is a way to secure his position at Cedarcrest.

- The Principal has confirmed that this teacher is very much appreciated by both students and staff. While the school has no control on the process for assignment of teachers, Mr Jonathan has voiced his desire to remain with our school.

h. Educational Project Annual Report 2021-2022

- The report this year only included math results. Next year it will also include French and English for a better picture of the school's performance.
- The report included results from a student survey (surveyed students grade 4 to 6). Interesting results include the fact homework and special projects have been ranked two highest means of learning.

Report was approved secretarially by the Governing Board members.

7. REPORTS

a. Principal's Report: Otis Delaney

- **Chess** on Mondays lunch (K-Grade2) and afterschool (Grades 3-6), start in January, will be led by Vincent Ng, a parent. Max 25 registrants per level, free of charge.
- **Hockey** program will be offered to cycle 3 girls only, max 30 participants.
- The hockey program will be from 3-5PM, start in January. The last issue to address is the transportation to the Raymond-Bourque Arena, taxi vans and parent volunteers. There will be storage at arena for our equipment.
- Once we have all interest students, they will be outfitted on the week of Dec 19.
- Cedarcrest has received funding to outfit up to 20 girls for all equipment through a national program via the Montreal Canadians organization.
- This is a great opportunity for our school and such a program builds self-esteem and confidence. The girls are really excited to start.
- Cedarcrest Open House: January 26th, 2023
- Open house scheduled during the school day, teachers will be teaching
- Online registration starts in January
- Ms. Victoria has a group of students, showcasing robotics and grade 6 students to help out.
- **December Activities:** LH Dance troop, breakfast with Santa, Teachers planning pijama day and other activities
- Lots of students and staff are sick which is problematic.

b. Teacher's Report: Stephanie Vezina-Tulli

- No other updates.

c. Commissioner's Report

- There was no Commissioner Report.

d. EMSB Parents Committee Report: Karen Der

OCTOBER 20, 2022

- General Assembly Meeting in person at the EMSB Administration Building
- Elected members to the Executive Council, Parent Commissioners, Chair, Vice-Chair, Treasurer and the various subcommittees – Focus Group Enrollment, Anti-Racisms, Sexual Misconduct Prevention, Youth Sector etc.
- Approval of future meetings dates

NOVEMBER 1, 2022

- Meet & Greet Dinner meeting
- After a few years of virtual meetings, the school Board organized a meet and greet
- A chance for delegates and chairs of all the schools to meet each other and to meet the Board Administration.

NOVEMBER 3, 2022

- Regular meeting of the EMSBPC - virtual
- Educational Services Dept. did a presentation about the Commitment to Success Plan which is currently being re-developed and in the process of getting feedback from the various stakeholders of the EMSB.
 - The first Commitment to Success Plan was done in 2018-2019.
 - The Parent Committee Delegates were given access to a link to submit what they thought could be some of the needs, objectives, goals etc. for our students, staff and the Board to succeed.
 - The recurring feedback or input from PC was more resources for mental health, lot of kids suffering from anxiety and other mental health issues, catching up the students from all the missed school during the pandemic, retaining and recruiting more staff etc. These issues are more urgent since the pandemic.
 - This feedback will be merged with the feedback from other stakeholders
 - The Ministry sets the tone for these plans but the Board can add new goals based on feedback from the stakeholders that would suit the EMSB community.
- In other items, the Board approved the resumption of field trips abroad. However, for international trips, the trips can be for only 1 country – eg. Not France and Belgium. In the event of future lockdowns, it will just be simpler to have to deal with the regulations of 1 country versus regulations of multiple jurisdictions.

DECEMBER 1, 2022

- In person meeting at the EMSB Administration
- There was a presentation from the Principal of the EMSB virtual school.
 - This EMSB pilot school is the only all virtual school in Quebec and is open to all Quebec students with English Eligibility.

- In other provinces such as Ontario, every school board has to offer a virtual option
 - However, in Quebec, the Ministry does not have this requirement, preferring all students to go to school in person.
 - The Ministry has set strict criteria for admission into the EMBS virtual school.
 - Students living in a rural area with no nearby English schools
 - Students in certain Sport-Etudes programs where training is in the morning or afternoon or if they are not enrolled in Sport-Etudes, the student must be part of the Quebec Team in a sport.
 - Students who are seriously ill and are immuno-compromised.
 - Despite the Board's best efforts, the following students cannot access the virtual school – homeschooled students and students whose parents are ill or immuno-compromised.
 - Currently there are about 43 students spanning from grade 5 to grade 11 enrolled in the virtual school.
 - Had homeschooled children been allowed to enroll, the number would have been closer to 500. But the government has purposely done this to close up loopholes to enroll into virtual school.
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- On other items, the PC approved a motion for MIND High School to add a Grade 7 and Grade 8 to their high school. Currently, it is only grade 9 to 11. They are in the same building as Bancroft Elementary. The goal is to attract Grade 6 students in Bancroft and in the neighbourhood to consider MIND for high school. Without, a Grade 7 or 8, the EMSB is losing Grade 6 students in the area to French public and high schools. The PC added that Bancroft Elementary should be consulted in the motion since EMSBPC, Westmount High and Rosemount High were consulted.
 - The Complaints Procedure Steps was discussed. Parents are supposed to talk to the Principal and Teachers first before going to the Board. However, the EMSB web site is hard to navigate and does not clearly show what parents are supposed to do if they have an issue with a teacher, school or Principal. Delegates recommended some ideas to make this Complaints Procedure easy to find and easy to follow.
 - They discussed the process of Selection Criteria for Principal. GBs will have to submit their Criteria of Principal in the coming weeks.

e. Daycare Report: Georgia Stamatopoulos

- No other updates.

f. Home & School Report: Tia Nicholls

- Bake sale November 2022: raised \$1,600.
- Breakfast with Santa and other activities being organized for the holidays
- Second annual comedy night: confirmed date is May 12th, 2023
- H&S will be starting first Felix & Norton cookie sale for valentine's day, price is 12\$ per bag

Motion to approve the H&S activities and fund raisers was put forth by Jessica Sabatini, seconded by Georgia Stamatopoulos and carried by members in attendance.

8. QUESTION PERIOD

- Discussed the possibility to hold GB meetings virtually for the next months and hold the last meeting of the year in person. Members were in favour of this approach.

9. ADJOURNMENT

There being no further business to discuss, the meeting was adjourned at 8:15 PM.

Minutes By: April Luong

Signature: Chair, Tia Nicholls

Otis L. Delany
(School Principal)
Dec 6th, 2022