



## **Académie John Caboto Academy**

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### **JOHN CABOTO ACADEMY GOVERNING BOARD February 23rd 2021**

#### **GOVERNING BOARD MEMBERS PRESENT:**

GOVERNING BOARD CHAIR: Vanessa Chimienti

PARENT REPRESENTATIVES: Vanessa Chimienti, Daria Fratino, MariaSabrina Mangione, Esther Parent, Antonella Pepe, Arlette Chinapi, Andrew Ellis

STAFF REPRESENTATIVES: Martine Brosseau, Jennifer DeLeeuw,

PRINCIPAL: Mr. David Servello

EMSB COMMISSIONER: Sophie De Vito

**REGRETS:** Anna Mignacca, Luisa Paradiso, Joseph Romano, Rosie Federico

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Governing Board welcomed our new Commissioner, Ms. De Vito to the meeting. Each Governing Board member introduced themselves to her and in turn she told the Governing Board a bit about herself and her role as Commissioner.

#### **1. READING AND APPROVAL OF AGENDA**

The agenda was reviewed and adopted by the Governing Board members.

Motion to approve: Ms. DeLeeuw; Seconded by: Ms. Pepe; unanimously approved.

#### **2. APPROVAL OF MINUTES OF NOVEMBER 24th 2020 MEETING**

Tabled until next meeting.

#### **3. BUSINESS ARISING FROM THE MINUTES**

- None

#### **4. CORRESPONDENCE**

- None

#### **5. REPORTS**

##### **5.1 Chairperson's report (presented by Ms. Chimienti)**

- Attending of last EMSB Virtual Town Hall February 10 2021:

- Presentation concerning decision that Bill 40 is not applicable to English-language school boards.

- Presentation concerning the Transition Plan that will be implemented soon. However, the EMSB does not currently have the funds to implement the entire plan. Assistance has been requested from government and a response is awaited.

- The aim of the Transition Plan is to better serve EMSB students. The priority is to not cut student services to find funds for the Transition Plan.

- The priorities of the elected council are to:

1. Move forward with the Transition Plan but they will need resources to do so
2. To improve IT
3. HR - to do more hiring

- Attending of EMSB Governing Board workshop: explanation of how governing boards should be run as well as roles and responsibilities. A PPP is available for consultation on EMSB Web site.
- The school raised a total of \$911.38 for the Foundation of Stars in December 2020 via their online donation platform

### **5.2 Principal's report (presented by Mr. Servello)**

- COVID Update:
  - 5 cases at school as of February 23<sup>rd</sup> 2021
  - 1 class temporarily closed and provided with on-line learning
- Registration for 2021-2022 school year:
  - 2 pre-kindergarten classes
  - 27 students in kindergarten
  - Total projected population: 191 students (increase of 6 students with regards to current student population of 185)
  - Late registrations can still take place
  - Closed classes capped at 7 students
- Social Media:
  - Indigo Reading Week Video – Participation gives chance of winning 25k-30k worth of books for school
  - Newsletter
  - Ongoing photos of daily student work, activities and achievements
- Application for Techno Science grant for STEAM classes
- Messages and Artwork by students sent to seniors in care home
- 2 new Nutri-towers (total 4) that will be used by Cycle 3
- Staff Appreciation Week: Lunch offered by PPO. Parents asked to provide short videos with messages of appreciation; a compilation was offered to staff
- Valentine's Day Activity: Ceramic Café
- Grade six: registered for robotics competition. Classes will build robots according to specific challenges.
- Carbon dioxide testing undertaken in various classes. Awaiting results.
- Many windows are missing screens, making for classroom disruptions (insects and squirrels). School board will cover 4k expense to repair.
- Report cards: As per Ministry decision due to Covid, term 1 = 35% of final grade; term 2 = 65% of final grade; exams cancelled.
- Hooked on School Days:
  - Shark Day based on new sports mascot, Jawsy
  - Staff created video of encouragement for students.
- Parent-teacher interviews: Thursday February 25 2021, by appointment only.

### **5.3 Teacher's Report (presented by Ms. DeLeeuw)**

- Black History Month
  - younger grades worked on an art activity in steam class
  - Grades 5-6 participated in a virtual workshop by Youth Stars Foundation -educated and promoted black culture in a positive light
  - PreK-1 attended a steel pan presentation
  - spiritual animator also presented different lessons about black history in our classes
- Antibullying Workshop by Youth Stars Foundation Grades 4-6
  - raise awareness and educate our students about the different kinds of bullying that exist, how to deal with bullying, and how to reach for help.
- 100th Day of School
  - Prek-K celebrated by making hats
- Storytelling
  - Grade 5-6 have entered EMSB storytelling event. Students have been practicing with a professional storyteller who has come into school. Paid by La culture a l'école

- Perseverance Week
  - Grade 5-6 participated in an online virtual workshop with Laurent Tardif Duvernay
  - Tortue Berlué: Younger grades listened to a play, paid by Ecole Inspirante
  - This week on Thursday they will get on board a bus and listen to a play, paid by Culture in Schools
  - Cycle 2 working on Etudes Soc. project
  - Cycle 3 working on a merge cube project

#### **5.4 Daycare Report**

- No report due to absence of Daycare representative.

#### **5.5 Regional Delegate's Report (presented by Ms. Mangione)**

- Budget-building process underway in January and February
- April 18: Parent's Conference to be held virtually
- February 10: Town hall. Parents' Committees sent letter communicating their frustration at not having been involved.

#### **5.6 Community Representative's Report**

- No report due to absence of Community Representative.

#### **5.7 Treasurer's Report**

- No expenditures to report.

#### **5.8 PPO and Fundraising Report (presented by Ms. Mangione)**

- Staff Appreciation Week: PPO provided 741,00 \$ for staff lunch
- February 24: Upcoming Domino's Pizza fundraiser
- A Motion was passed for organising fundraising with Bad Monkey Popcorn, through which 20% of sales of popcorn bags bought online using a dedicated code will be donated to the school.  
Motion to accept: Ms. DeLeeuw; Seconded by: Ms. Fratino; unanimously approved.
- A Motion was passed for organising fundraising with La fromagerie Saint-Benoit-du-Lac, through which 40% of sales of cheese baskets will be donated to school.  
Motion to accept: Ms. Parent; Seconded by: Ms. Fratino; unanimously approved.
- A Motion was passed to liquidate at a reduced price the remaining inventory of JCA water bottles and caps.  
Motion to accept: Ms. DeLeeuw; Seconded by: Ms. Fratino; unanimously approved.

#### **5.9 Commissioner's Report (presented by Ms. De Vito)**

- Merging/closing of East-end schools: A committee was created with goal to market schools. A Mission Statement has been sent to principals of East-end schools. The Commissioner requested that two members of Governing Board volunteer to participate in this marketing initiative by discussing with a freelance writer who will write texts that will be used in various media. Pieces on each East-end school will be posted on a Facebook page, along with other marketing measures. Ms. Chimienti, Ms. Fratino and Mr. Ellis volunteered.
- February 10<sup>th</sup> 2021 Town Hall: The Commissioner wanted to clarify that the proposed Transformation Plan is not a Commissioners' plan. There is a recognition that current budgets are insufficient and will take care to prioritise in order to not cut in student services.

## **6. NEW BUSINESS**

### **6.1 Confirmation of Email Approvals (presented by Mr. Servello)**

- 6.1.1 Staff Appreciation allocation of PPO funds
- 6.1.2 Grade 6 sweatshirts allocation of PPO funds
- 6.1.3 Domino's Pizza February 24 2021 fundraising

- 6.1.4 Measure Money Allocation (*Attestation des montants reçus par votre établissement pour les mesures protégées*)

### **6.2 Educational Project (presented by Mr. Servello)**

The Educational Project is a commitment to continue to improve in certain subjects and student safety. Schools report on their performance yearly, based on Cycle 2 and Cycle 3 exams and student surveys.

Governing Board members were provided with the Educational Project Annual Report 2019-2020 and the Resolution for Annual Report on the Educational Project.

Due to Covid: Schools cannot report under usual terms, however reporting is still mandatory. A letter has been drafted by EMSB schools to invoke exceptional circumstances due to Covid.

A Motion was passed to ask Governing Board to approve the Annual Report on the Educational Project, in which it is stated that reporting is not possible for the 2020-2021 school year.

Motion to accept: Ms. DeLeeuw; Seconded by Ms. Mangione; unanimously approved.

### **6.3 Budget Building Process (presented by Mr. Servello and Ms. Chimienti)**

- Governing Board members were provided with the draft Budget Building Process for 2021-22, and the Appendix B for the Budget Building Process for 2021-22.

- Mr. Servello explained the motivations behind the Budget Building process for the school. Among these is current Resource staff. The school has always benefited from a Resource Teacher, however this FTE has not changed following the opening of Closed Classes. Added to this is that the number of Intervention Plans has also increased to approximately 30% of the student population. It is estimated that the school requires a 0.6 FTE increase in Resource staff. Other motivations for establishing priorities include goals of the aforementioned Educational Project and immediate material and infrastructure needs.

Given this reality, it is suggested that an increase in resource staffing be a first priority in the school's Budget Building process. Priorities are suggested as follows:

1. Increase Resource staffing
2. Increase literacy Numeracy
3. Revamping of the school yard
4. Educational material
5. School building maintenance
6. Information Technology
7. Sensory Room

-Ms. Chimienti read the Guiding Principals, Criteria, and Related Orientations of the Council of Commissioners in relation to school funding.

A Motion was passed to accept Budget Building Priorities.

Motion to accept: Ms. Fratino; Seconded by: Ms. Mangione; unanimously approved.

### **6.4 Focus on East-end Schools Marketing (presented by Mr. Servello)**

This was discussed during the Commissioner's Report (see 5.9 above).

### **6.5 Course subjects 2021-2021 (presented by Mister Servello)**

Mr. Servello asked Governing Board to approve the following suggestions for course changes in 2021-22:

- For logistical reasons, it is suggested that the hours dedicated to the STEAM program (introduced last year in replacement of the Enriched Math program) be modified for Cycle 1: 3h of STEAM per week rather than 5h, and 12h of ELA instead of 10h.
- That there be dedicated computer lab time for all levels for computer literacy.

A Motion was passed to accept these course subject changes.

Motion to approve: Ms. Pepe; Seconded by: Ms. Mangione; unanimously approved.

### **6.6 Governing Board Scholarship Funding (presented by Mr. Servello)**

As schools were closed in the last year due to Covid, the school decided to use unspent funds for small awards for grade 6 students who could not finish their last elementary year in a regular manner.

For 2020-21: A Motion was passed to use extra 350,00 \$ from the Governing Board Budget to put towards scholarships, with the intent of planning budgets in future school years to maintain this initiative. Categories of scholarships would be: Perseverance; Athletic Sportsmanship; Integrity; Community Service; Academic Excellence.

Motion to approve: Ms. Fratino; Seconded by: Ms. Mangione; unanimously approved.

#### **6.7 School Budget Update (presented by Mr. Servello)**

Mr. Servello presented to Governing Board members the School Budget update.

#### **6.8 School Yard Revamp (presented by Mr. Servello)**

A committee was created to brainstorm different options for revamping the school yard. Preliminary plans were shown to Governing Board members. It is the school's intention to partner with greening organisations and to apply for grants.

#### **6.9 Principal Selection Criteria (presented by Ms. Chimienti)**

Mr. Servello left the meeting for this point.

Ms. Chimienti provided and presented the proposed Principal's Criteria.

Motion to approve: Ms. DeLeeuw; Seconded by: Ms. Pepe; unanimously approved.

Although the Principal Selection Criteria does not allow for Governing Boards to indicate their preference for a specific Principal, all Governing Board members would like to explicitly state through these minutes their unanimous agreement that Mr. Servello remain in position as Principal of Académie John Caboto Academy.

#### **7. VARIA**

None

#### **8. QUESTION PERIOD**

No questions

#### **9. NEXT MEETING DATE**

May 25<sup>th</sup> 2021

#### **10. ADJOURNMENT**

Motion to adjourn at 20h06 by Ms. DeLeeuw, seconded by Ms. Mangione, unanimously approved.

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David Servello, Principal

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Vanessa Chimienti, Chairperson