



*Cedarcrest Elementary School*  
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Commission scolaire English-Montréal  
English Montreal School Board

**CEDARCREST SCHOOL**  
**Governing Board Meeting Minutes**  
**Wednesday, February 7, 2024**

**Attendees - Members:**

Maria Argyriou, Lorraine Bélanger, Andrew Mangal, Karen Der, Marylène Favreau, April Luong, Gianna Melillo, Jessica Sabatini, Geneviève Shano, Jayshree Sirmour,

**Absentees – Members:** Georgia Stamatopoulos

**Public in Attendance:** None

**1. WELCOME AND OPENING REMARKS**

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The meeting was held virtually. The meeting started at 6.39 PM.

**2. ADDITIONS TO THE AGENDA**

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None

**3. ADOPTION OF THE AGENDA**

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*Motion to adopt today's Agenda was put forth by Lorraine Bélanger, seconded by Karen Der and carried by members in attendance.*

**4. REVIEW OF THE MINUTES FROM DECEMBER 5, 2023 MEETING**

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Minutes were approved as drafted.

**5. APPROVAL OF MINUTES**

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*Motion to approve the December 5th, 2023 Meeting Minutes was put forth by Jessica Sabatini, seconded by Geneviève Shano and carried by members in attendance.*

## **6. BUSINESS ISSUES**

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### **a. Adopt Educational Project**

- Principal walked through the educational project by explaining the data presented and the analysis and interpretation made by the school staff. The Principal also described the goals for 2027 and initiatives that will be implemented in order to meet those goals.
- The educational project will also drive budget priorities.
- The document will be presented to Staff Council and adopted by staff before it being tabled at Governing Board via e-vote.
- There is also a communication plan for external and internal diffusion of the Educational Project once adopted that will include:
  - A more attractive and compelling document for reference, printed copies will be available
  - A an executive summary / cheat sheet as a day-to-day working tool for staff
  - A detailed internal living document with more detailed initiatives and tactics that will be implemented and will serve as the Principal's playbook.

### **b. Consultation on the 2024-2025 Budget Building Process**

- Principal presented the priorities based on initiatives defined in the educational project.
- Weighted ratios for teaching staffing is important as it recognizes the time commitment for students with personalised needs.
- The Principal will share with GB members the list of options for the "Guiding principles, criteria and related orientations" section (section 2) and will send a pool to establish the priorities for Cedarcrest.

### **c. Selection Criteria for the Appointment of a Principal**

- A revised version will be provided to the governing board members to review and comment on.
- Deadline for sending the finalized document to the board is next week.
- Approval will be done via e-vote.

### **d. Cedarcrest Food Pantry**

- School to keep a stock of non-perishable food donated by Cedarcrest community for families in need.
- GB supports this initiative.

### **e. Safety issues at drop-off and pick-up**

- A city investigation has started to assess if our school needs a cross guard.
- They need data on the number of walkers. The Principal will coordinate to get this information together.

- If a cross guard is assigned this year, it will become the Principal's responsibility to request each year a cross guard from the city.

**f. 7:45-7:55 am schoolyard recess before call in bell**

- Prior to COVID, the school day started with an outdoor recess between 7:45 and 7:55. The students arriving at that time would enter the school yard and the students in morning daycare would go out for that period of 10 minutes.
- Outdoor time is important, specially for the students that attend daycare from early morning
- Concerns was raised regarding finding the supervision staff for this recess.
- Given that the school has the budget, one possibility would be to seek within the parent community if some would be interested in this job. They would need to be onboarded as employees.
- Ms. Gianna will check if there are issues with parents becoming employees of the school for supervision tasks.
- Suggestion to reinstate the early morning recess will be brought forward at the next Staff Council

***Motion to bring early morning recess forward as an item for discussion at Staff Council put forth by Geneviève Shano, seconded by Karen Der, and carried by members in attendance.***

**g. Open House dates**

- Opinion at the board level was mentioned that the Cedarcrest open house is too late during the school year. It was suggested that it be during the fall.
- Our experience is that January, just before registration is fine, as we then remain top of mind.
- Given that the school is not struggling for enrolment, the current approach is working for this community.
- In the past, we have had 2 open houses, one in fall and one in January. The one in the fall didn't have many people showing up, under 10 visitors.
- The decision is to maintain our current date for the open house.

**h. Montreal Canadiens grant contest – landscaping and greening project**

- Grants for increase shade coverage of the playground and outdoor classroom. The grant awards are in the spring for spring/early summer planting.
- Due to the upcoming construction, it will not be possible to participate in the contest this year. Mobile classrooms will be installed in the spring.

**i. Set remaining meeting dates**

- Next meeting March 26, 2024
- Other dates will be determined based on operational requirements.

## **7. REPORTS**

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### **a. Principal's Report: Andrew Mangal**

- January open house went well and registration started, numbers are on track.
- Educational project needs to be submitted before March break
- Kindness month and black history month
- Vaccination grade 4
- Meeting with PM for construction to start outline
  - Tender was completed in January
  - Contract was awarded
  - Monday there will be a kick-off meeting with all parties, including the contractor
  - Mobile classroom installation in the spring
- Québec Plan de rattrapage provides funds for tutoring and EMSB is planning roll-out of funds and services
- Board wide March 22 Pedagogical day will be moved to April, exact date to be confirmed

### **b. Teacher's Report: Gianna Melillo**

- Grade 6 winter founding class went very well, students had a great time.
- Kindergarten have a puppet show on TV in February
- Jordi production visit Feb 21, for the whole school
- Tortue Berlué activity in March

### **c. Commissioner's Report**

- There was no Commissioner Report.

### **d. EMSB Parents Committee Report: Jessica**

- Went through government plan on learning loss
- Term 2 report card pushed by 2 weeks
- No update on bus strike
- Marketing presentation from Mike Cohen
- EPCA province wide survey, results coming out soon
- Solar eclipse coming up

### **e. Daycare Report: Georgia Stamatopoulos**

- There was no Daycare Report.

**f. Home & School Report: Karen Der**

- Breakfast with Santa went very well, kids all got gifts from Indigo.
- Staff appreciation next week, treats every day.
- Last lockers were installed on January 26<sup>th</sup>, the project is now complete.
- Desk and chairs for learning commons were delivered today, will discuss with Mr. Jonathan for setup.
- Felix & Norton cookies fund raiser, order forms went out last week.
- Save the date also was posted for Comedy Night, May 24<sup>th</sup>, 2024

**8. QUESTION PERIOD**

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- No questions

**9. ADJOURNMENT**

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There being no further business to discuss, the meeting was adjourned at 9:05 PM.

Minutes By: April Luong

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Signature: Chair, Karen Der