



# **École Hampstead School**

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## **GOVERNING BOARD MEETING**

**November 20, 2023**

### **GOVERNING BOARD MEMBERS:**

GOVERNING BOARD CHAIR: Mr. Shyam Sundar

PARENT REPRESENTATIVES: Mr. Ricardo Boza, Ms. Sara Serenelli, Ms. Emily Love, Mr. Ahmed Shakibaenia

PARENT SUBSTITUTES: Mr. Pradeep Selvanayagam, Ms. Julie Trudel

STAFF REPRESENTATIVES: Ms. Rosanna Dello Russo, Ms. Anna Fonicolo, Ms. Earthma Barker, Ms. Cathy Agnello,  
Ms. Andrea Carter

PRINCIPAL: Ms. Lucy Buscemi

REGRETS: Ms. Ezgi Demirtas, Ms. Patrizia Settino

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### **1. WELCOME – PRINCIPAL**

Ms. Buscemi welcomed all Governing Board Members.

### **2. INTRODUCTION OF MEMBERS**

Governing Board Members introduced themselves.

### **3. READING AND APPROVAL OF AGENDA:**

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

Motioned by Mr. Boza, seconded by Mr. Sundar, and unanimously approved.

### **4. WORKING TOGETHER AS A TEAM – PRINCIPAL**

Ms. Buscemi thanked Governing Board Members for their time and commitment to our school Governing Board. She reviewed the Governing Board's mandate of working together and making the best decisions possible for our school and community. Governing Board Members are asked to direct any parent/guardian who may have requests/concerns directly to Administration, and to remain neutral when doing so.

### **5. REVIEW OF FUNCTIONS AND POWER**

The functions and power for Chairperson, Secretary and Treasurer were reviewed.

#### **5.1 Election of Chairperson**

Mr. Sundar self-nominated for the Chairperson position.

Mr. Boza self-nominated for the Chairperson position.

A vote was taken, and Mr. Sundar was elected for the Chairperson Position.

#### **5.2 Election of Secretary**

Ms. Love self-nominated for the Secretary position. Ms. Cathy Agnello will share the duties of the Secretary position. A vote was taken. Motion passed with all in favor.

#### **5.3 Election of Treasurer**

A motion was made to nominate Mr. Boza for the Treasurer position.

Mr. Boza accepted the nomination. Motion was seconded by Ms. Dello Russo and unanimously approved.

### **6. Discussion: Nomination and Appointment of Community Representative**

Members discussed the possible appointment of a Community Representative to join our Governing Board. Governing Board does not have any members in mind for the community representative. This topic will be revisited during the next meeting.

**7. Operations**

**7.1 Review of Responsibilities of Governing Board Members**

(Governing Board Manual page 4.5)

Mr. Sundar read the document to Governing Board Members.

**7.2 Review of Rules of Operation- Education Act, Sections 56-73 (Appendix A)**

Appendix A was reviewed by Governing Board members.

**7.3 Approval/Modification of Internal Rules of Management (Appendix B)**

Governing Board must aim to meet at least 5 times within the school year.

The dates of upcoming meetings will be on our school website.

Motioned by Ms. Dello Russo, seconded by Mr. Selvanayagam and unanimously approved.

**7.4 Approval/Modification of Guidelines for Conduct of Members (Appendix C)**

Point 12 will be updated to read “Don’t be silent during the debate. Contribute during the debate, not after the decision is made.”

Motioned by Ms. Carter, seconded by Mr. Shakibaenia and unanimously approved

**8. Principals Report**

Ms. Buscemi reported that Hampstead School population is currently at 250 students this year. There are more requests still coming from out of province and out of country for 2023.

Breakdown of classes for this year:

Pre-K/K	K	Gr 1	Gr 2	Gr 3	Gr 4	Gr 5	Gr 6
2	1	2	2	2	2	2	2

In addition:

Grade 3/4 Resource Class	Grade 5/6 Resource Class	Senior Language Class
1	1	1

There are 18 classes in total. An increase from last year.

There 2 resource class models and 1 language class. Diverse/multicultural population.

French Teacher: Missing a part time Grade 2 French teacher

The school is working with HR on hiring new French Teacher.

First Term Report Cards: No French grades due to lack of consistent teacher for Grade 2.

Field Trips and In-house activities: These trips/activities are slowing increasing post pandemic.

Beautification Project – An application for a new play structure will be resubmitted this year.

The old play structure was removed.

More information to follow.

EMSB Construction continues inside and outside our school building. More details to follow.

French Room and Library are up and running.

We continue to work towards increasing our green space (plant life) with funds allocated for these spaces.

Pet Therapy: This initiative is now available in our school. Children will be selected by teachers.

**9. NEW BUSINESS**

**9.1 Blanket Motion For Daycare Technician to Change a Maximum of \$30 for In-school Activity Fee on Ped. Days**

Due to inflation, the cost of activity fees for Ped Days can amount up to a maximum of \$30.

Please note: This fee does not include the regular cost for attending a Ped Day.

The regular fee for a Ped Day is \$12.

Motioned by Mr. Boza, seconded by Ms. Dello Russo, unanimously approved.

### **9.2 ABAV Action Plan (Anti-Bullying Anti-Violence Action Plan)**

The ABAV Action Plan was reviewed by Governing Board members.  
A motion was passed to approve the ABAV Action Plan for 2023-2024.  
Motioned by Ms. Love, seconded by Mr. Sundar, unanimously approved.

### **9.3 Approval of Daycare Handbook 2023-2024**

The Daycare Handbook for 2023-2024 was reviewed by Governing Board members.  
A motion was passed to approve the Daycare Handbook for 2023-2024.  
Motioned by Ms. Love, seconded by Mr. Boza, unanimously approved.

## **10. REPORTS**

**10.1 Chairperson's Report** – No report. Tabled to next meeting.

### **10.2 Teachers' Report** –

Ms. Dello Russo shared that all Cycles continue to focus on supporting students in building connections with their peers. Overall, students have settled in nicely.

### **10.3 Daycare's Report** – Ms. Cathy discussed who the educators are for each group.

There are 3 educators and 2 childcare workers on staff in our Daycare this year .  
Ped Day topics this year include pizza/movie, science day, pumpkin decorating, cooking workshop.  
ECAs are 'Sheltoons' for the senior group, and 'Champions for Life' for the two junior groups.

**10.4 Treasurer's Report** – Current balance in the Governing Board Fund is: \$272.

**10.5 Regional Delegate's Report** – Tabled for next meeting.

### **10.6 P.P.O. & Fundraising Report & Approval**

10.6.1 Motion to approve the Scholastic Book Fair

Motioned by Ms. Trudel, seconded by Mr. Selvanayagam, unanimously approved.

10.6.2 Motion to approve casual days collection for PPO. PPO funds remaining are \$1049

Motioned by Ms. Love, seconded by Mr. Selvanayagam, unanimously approved.

10.6.3 Motion to approve PPO allocation of funds \$200/month.

A blanket motion was passed allowing the use of up to \$200/month of PPO funds for various unexpected PPO related items. Motioned by Ms. Love, seconded by Mr. Sundar unanimously approved.

10.6.4 Motion to approve allocation of \$2000 from Fund 3 surplus for holiday event.

Motioned by Mr. Sundar, seconded by Mr. Boza, unanimously approved.

## **11. Varia**

## **12. Meetings**

TBD

## **13. QUESTION PERIOD**

None

## **14. Next Meeting: TBD**

## **15. Adjournment**

Meeting was adjourned 9:15 p.m.

Moved by Ms. Serenelli, seconded by Ms. Dello Russo and unanimously approved.