

Dunrae Gardens (DG) Annual General Meeting

Minutes for September 19, 2023

1. Welcome

The meeting was called to order at 7:07

Marie-Anne Polonia, who chaired this meeting welcomed all present and explained the role of the different members the DG Governing Board.

2. Approval of Agenda

Marie-Anne Polonia read the Agenda for all present.

Motion to adopt the agenda (Karolina Weclas, Vanessa Contenta)

Motion passes unanimously

3. Election of Secretary

Alison Beck was nominated to act as Secretary to the present meeting. There were no objections and therefore she was appointed by acclamation.

4. Presentation of the roles and responsibilities of the Governing Board

Marie-Anne Polonia explained that the Governing Board creates a partnership between the school and the parents. That being said, it is not involved in the day-to-day management of DG, but it is involved in certain other aspects (e.g., uniforms, budget, hot lunch, fundraising activities).

5. Nomination of 2 Scrutineers

Marie-Anne Polonia noted that the scrutineers cannot be parent-members of the Governing Board or people running for the Governing Board at the present meeting.

Cathy Auger and Noémie Battista, both employees at DG, were nominated as scrutineers. No objections were made to their appointment and they were appointed by acclamation.

6. GB Nominations

6.1. Presentation of candidates

The present election to the GB was for three full-term (two year) positions and two mid-term (one year) positions.

The candidates listed below presented themselves to those attending the meeting:

- Lena Stuart

- Diana Theophilopoulos
- Marie-Anne Polonia
- Vanessa Contenta
- Alice Monet
- In abstentia (written statements read by Marie-Anne Polonia):
 - Pietro Gasparrini
 - Robert David

6.2. Election of candidates to the GB

Given that there were more candidates than positions, the vote proceeded by ranked secret ballot.

Following the first round of voting, Marie-Anne Polonia was clearly ranked first by the majority of individuals voting and was elected to the GB. That being said, as she would only be serving on the GB for one more year, she filled a mid-term position. There was a tie, however, between the following individuals for the second rank:

- Lena Stuart
- Diana Theophilopoulos
- Vanessa Contenta

Given the above tie and the fact that there were no clear winners with respect to the other seats, another secret ballot vote occurred.

In the end, Diana Theophilopoulos, Lena Stuart and Vanessa Contenta were all elected to full-term positions and Pietro Gasparrini was elected to a mid-term position.

The members present also unanimously agreed to elect the following people as alternate members of the GB, should they so accept:

- Robert David
- Alice Monet

7. Parents Committee

Marie-Anne Polonia explained that the role of the individual appointed to the Parents Committee is to go to the monthly meetings at the EMSB, present what is going on at DG, and report back to the Governing Board.

7.1. Election of Delegate

Lena Stuart offered to act as representative to the Parents Committee and was appointed by acclamation.

7.2. Election of Alternate

Karolina Weclas was acclaimed by all present as alternate representative to the Parents Committee.

8. Parent Participation Organization (PPO)

8.1. Presentation of PPO

The PPO acts as liaison between the parents and the Governing Board. It brings forward concerns expressed by parents. It also has a role in working with the Marketing Committee, which works on the Open House and marketing the school.

It is necessary for the PPO to be constituted on an annual basis further to a vote to that effect at the Annual General Meeting.

8.2. Formation of PPO

Motion to constitute the PPO for the 2023-2024 academic year (Alice Monet, Mary Kyres)

Motion passes unanimously

9. Adjournment

Motion to adjourn the present Annual General Meeting (Karolina Weclas, Rosemary Chen)

Motion passes unanimously

The meeting was adjourned at 8:09 p.m.