



Dunrae Gardens Elementary School Governing Board

235 DUNRAE AVENUE, MOUNT ROYAL, QUÉBEC, H3P 1T5 TEL: (514) 735-1916 FAX: (514) 735-7051

Dunrae Gardens ("DG") Governing Board ("GB" or "Board") Minutes for January 28, 2025

Present:

- 1) Noémie Battista
- 2) Alison Beck ("**Chair**")
- 3) Bertin Bateng Tcheunkwa
- 4) Despina Michakis ("**Principal**")
- 5) Kelly Chatzis
- 6) Vanessa Contenta
- 7) Tina Lanni
- 8) Daniel Gervais
- 9) Mary Kyres
- 10) Mélissane Mathieu
- 11) Lena Stuart
- 12) Diana Theophilopoulos
- 13) Éric Pauzé
- 14) Melanie Carreira – substitute

Absent:

- 1) Amel Hadjoudj
- 2) Emmanuel Koinoglu – substitute

Guests:

- 1) Paula Kilian, EMSB School Commissioner Ward 9 and former DG parent

1. Welcome

The meeting was held virtually and called to order at 6:38 pm.

2. Adoption of the Agenda

Motion to adopt the Agenda (Daniel Gervais, Lena Stuart)

Motion passes unanimously

3. Governing Board Operations

3.1 Approval of Minutes

Motion to adopt the Minutes of Meeting of November 26, 2024 (Daniel Gervais, Vanessa Contenta)



Motion passes unanimously

3.2 Consultation Selection Criteria for the Appointment of a Principal

Alison Beck read a draft letter from the GB recommending the Principal Michakis' reappointment as Principal. The GB unanimously agreed to send this letter to the EMSB.

***Motion to adopt the selection criteria for the appointment of a Principal as set forth above
(Noémie Battista, Mélissane Mathieu)***

Motion passes unanimously

4. Principal's Report

Students in Grade 6, DG's caretakers, Mme Noémie and parents worked together to decorate the stairs in the school. All who helped were thanked.

At the December DG Open House, students led tours. Future parents were impressed. Forty-four families attended, with additional families requesting alternative times to tour the school. There will be an additional date for another Open House in May.

Multiple field trips were taken since the last GB, including but not limited to ones to Chateau Ramsey, CEPsum, circus school and the Holocaust Museum.

There were multiple events in the last week of school before Winter Break. Of particular note was the pancake lunch, which was a great success.

Lauren Hill Academy held a dance event at DG, which the students enjoyed.

The government approved DG for cultural funding for all of the events that it requested, including but not limited funding for an activity with Gumboots and one regarding digital citizenship.

Grade 6 has begun a new sustainability project, where students come up with an idea that is sustainable and then present it to a panel of judges. It is the hope that students with the best ideas will be awarded prizes.

DG's successful enrichment program continues.

In addition, Youfly, a new reading program is being implemented to support students who are struggling with reading.

Planning is underway for the Quebec City and Ottawa Trips. The Quebec City trip will be for the Grade 5 students and is tentatively scheduled for May 30. It will be a day trip in a luxury coach bus. Mme Isabelle will act as the 'guide'. As of now, the cost is \$134 per student. The Ottawa trip will be



Dunrae Gardens Elementary School Governing Board

235 DUNRAE AVENUE, MOUNT ROYAL, QUÉBEC, H3P 1T5 TEL: (514) 735-1916 FAX: (514) 735-7051

for Grade 6 students. It will also be a day trip in a luxury coach bus. It is tentatively scheduled for June 6 and will likely cost \$166 per student.

Finally, Mme Amel is currently running an exchange program with students in France, where DG students exchange letters and videoconference with French students. This experience has been wonderful for all and will continue.

5. Business Arising

5.1. School Budget for 2024-2025

The Principal presented the school budget. For the current school year (2024-2025), Dunrae received from the School Board the amount of \$22,018 per student. Dunrae also received the following amounts:

- Caretaking budget: \$16,295
- MAO budget (furniture, etc.): \$1,599
- TIC & Digital Sets (tech): \$13,834

Dunrae parents paid \$32,832 for workbook fees and \$64,135 for lunch supervision fees, respectively. Parents whose children attend daycare do not pay lunch supervision fees.

There is a surplus in Fund 3 (school fees/activities) which may be transferred to Fund 5.

Dunrae also received an allocation of \$23,692 in Special Fund 6, which was used primarily for tutors in the classroom.

The Principal confirmed a balanced budget, with \$162,215 in both revenues and expenses. The Daycare is requesting \$250 for representation fees.

Motion to adopt the 2024-2025 School Budget as presented by the Principal (Kelly Chatzis, Vanessa Contenta)

Motion passes unanimously

6. E-Vote Report

6.1 Education Project Action Plan 2024-2028

On December 19, 2024, there was an e-vote submitted to the GB requesting the approval of the Education Project Action Plan for 2024-2028. This Plan contains the strategies and techniques that will be used to attain the objectives set out in the Education Project.



Dunrae Gardens Elementary School Governing Board

235 DUNRAE AVENUE, MOUNT ROYAL, QUÉBEC, H3P 1T5 TEL: (514) 735-1916 FAX: (514) 735-7051

Motion to approve the Dunrae Gardens Education Project Action Plan 2024-2028 (Daniel Gervais, Kelly Chatzis)

Motion passes, with 10 votes in favour, 0 against.

7. New Business

7.1. ABAV Action Plan

The Principal presented the Anti-Bullying Anti-Violence Action Plan (ABAV) for 2024-2025. The Principal reviewed the nine (9) elements of the ABAV, namely:

- Element 1: analysis of the situation prevailing at the school
- Element 2: prevention measures being implemented at Dunrae, including a focus on “kindness”, equity, diversity, inclusion and respect, and digital citizenship (online safety);
- Element 3: measures for collaborating with parents
- Element 4: procedures for reporting
- Element 5: intervention protocol
- Element 6: confidentiality protocol
- Element 7: supervisory and support measures
- Element 8: disciplinary actions
- Element 9: complaint follow-up protocol

Motion to approve the ABAV Action Plan as set forth above (Daniel Gervais, Noémie Battista)

Motion passes unanimously

7.3 Gym Shorts

Dunrae’s uniform supplier, Top Marks, is offering a new style of gym shorts. The shorts would be made of a different matte material, which differs from the current shiny style.

Motion to approve the new gym shorts as set forth above (Vanessa Contenta, Kelly Chatzis)

Motion passes unanimously

7.4 Gym T-shirt

Top Marks is also offering a new gym T-shirt in a slimmer cut and made of ring spun cotton. It was agreed that a survey would be sent to parents to allow them to vote on the current T-shirt vs. the new style.

7.5 Green Apple



Dunrae Gardens Elementary School Governing Board

235 DUNRAE AVENUE, MOUNT ROYAL, QUÉBEC, H3P 1T5 TEL: (514) 735-1916 FAX: (514) 735-7051

GB discussed whether to continue working with Green Apple as the school photographer or to explore other providers. Overall, it appears that parents are happy with Green Apple.

Motion to approve Green Apple for the school year 2025-2026 as set forth above (Kelly Chatzis, Vanessa Contenta)

Motion passes unanimously

8. Reports

8.1. Central Parents Committee ("CPC") Report

Daniel Gervais presented on behalf of the CPC.

At the January meeting, the budget building project was discussed.

Furthermore, it was discussed that the GB email address is not meant as a forum for discussing GB Issues. Instead, all Information should come directly to the Principal, who should relay It to the GB if appropriate.

Finally, regarding the updating of school website, it was noted that updates are made by webmaster. The Principal can relay any information about required updates to the webmaster, as required.

8.2. DGFA Report

Mary Kyres presented on behalf of the DGFA.

The success of the Pancake Breakfast was specifically noted.

Furthermore, ECA is up and running. DGFA will have numbers with respect to student participation by the next meeting.

The cookie fundraiser is going well. Orders will be sent out on time for Valentine's Day.

The DGFA is also diligently working on initiatives for Teacher Appreciation Week.

The DGFA is also organising a Valentine's Day Dance, and has hired Funtastic Boogie to help. The party will be a 30 minute dance per cycle. It likely will also be a dress down day.

The GB gave its sincere thanks to DGFA.



Motion to extend meeting by 15 minutes (Noémie Battista, Kelly Chatzis)

8.3. PPO Report

Kelly Chatzis presented on behalf of the PPO.

A PPO meeting was held on December 3. Nineteen parents participated.

It was noted that many parents are not aware of what PPO is.

The following concerns were raised by parents:

- (1) uniforms, and in particular that the school can implement a dress code but not a supplier. There was also interest in selling iron-on crests;
- (2) certain schoolyard equipment was bought in 2024 but has not yet been unboxed. Questions were asked about when will they be made available;
- (3) concerns were expressed about psychological bullying;
- (4) there were complaints about the hot lunch. It was noted that other providers are more expensive and Meranda also offers free meals for students who do not have lunch. It was questioned if we should look into alternative providers;
- (5) it was question if extra reading resources can be provided for Grade 1;
- (6) with respect to the no-homework policy, it was asked if time could be allocated at daycare to allow students to do homework;
- (7) the possibility of holding a Kindergarten graduation organised by either a parent committee or by the DGFA

The Principal noted as follows

- Regarding uniforms, it would be difficult to find a provider other than Top Marks because DG is a small school and volume is needed for a supplier to agree to produce uniforms. Although she is open to other ideas, she does not recommend that DG starts selling iron-on crests.
- With respect to the schoolyard equipment, it was received in the Fall. DG is getting a shed to store the equipment, which will be made available to students when the weather is warmer.
- It was indicated that any concerns about bullying should be addressed with the student's teacher and with the principal.
- About Meranda, the food provider, there was a taste test a few years ago, and they won. Furthermore, they never have been late. That being said, the food provider can be discussed if desired.
- There already have been additional resources devoted to Grade 1 for reading. Furthermore, a new platform has recently been implemented. That being said, teachers try to flag any concerns early.
- It was affirmed that the no-homework policy's name should be changed to 'homework policy' because there is indeed homework assigned to encourage study skills, etc.



Dunrae Gardens Elementary School Governing Board

235 DUNRAE AVENUE, MOUNT ROYAL, QUÉBEC, H3P 1T5 TEL: (514) 735-1916 FAX: (514) 735-7051

- The idea of a Kindergarten graduation will be brought to the teachers, but if it is implemented its organization would be spearheaded by parents.

Paula Kilian noted that if an alternative food provider is sought, the EMSB cafeteria may be able to provide that service.

Mme Amel noted with respect to Garde 1 reading that it is important to establish good work habits and, normally, development of skills will follow in accordance with the student's own rhythm. If needed, any issues will be addressed with the teachers.

Mme Noemie noted that Meranda provided more healthy options than other catering companies. They also provided more options, flexibility, etc. She did note, however, that the quality of the taste has decreased over the years.

Motion to extend meeting by 15 minutes (Kelly Chatzis, Vanessa Contenta)

8.4. Marketing Committee

Noémie Battista presented on behalf of the Marketing Committee.

She highlighted that parents were being provided with tours of DG, in an attempt to attract as many parents as possible. Furthermore, she frequently posts about the school on its Facebook and Instagram pages.

8.5. Schoolyard Beautification Committee

Mary Kyres presented on behalf of the Schoolyard Beautification Committee but indicated that there was currently not much to report.

8.6. Commissioner's Report

Paula Kilian indicated that Mike Cohen put together a lovely launch for Kindergraten registration week. Also, Carlyle had an event with Eric Girard.

For the DG trip to Ottawa, she indicated that she may be able to organize it so that the students meet Anthony Housefather if he is in town when DG students are there. She posited that she perhaps can also do something similar for the Quebec City trip.

Finally, she noted that the Quebec government cut \$2.6 mill from the EMSB budget.

9. Question Period

The GB did not receive any questions.



Dunrae Gardens Elementary School Governing Board

235 DUNRAE AVENUE, MOUNT ROYAL, QUÉBEC, H3P 1T5 TEL: (514) 735-1916 FAX: (514) 735-7051

10. Varia

No items or issues were raised.

11. Adjournment

The meeting was adjourned at 8:58 pm by unanimous consent.

Approved by the GB on _____

Diana Theophilopoulos
Secretary

Alison Beck
Chair

Despina Michakis
Principal