

Bancroft School

The
Little School...



...With
the Big Heart

4563 St-Urbain, Montreal, Quebec H2T 2V9 Tel.: 514-845-8031 Fax: 514-845-4352

Bancroft Governing Board Meeting Notes April 25, 2022; 6:30 PM ET HOSTED VIA ZOOM

Meeting Details:

Format + Location: Virtual via Zoom

Members of the parent community that wish to attend must RSVP at least 24 hours in advance to bancroftgovboard@gmail.com

Invited Participants: **Governing Board:** Arron Neal (Chair), Veronica Reis (Treasurer), Esther Yang (EMSB Parent Committee Delegate), Yannick Riopel (Alt. EMBS Parent Delegate)

Governing Board Alternate: Andrea Lowry

Bancroft Staff: Myrienne Lusignan (Principal), Josie Sabelli, Luc Loiselle, Christina De Sousa, (Teachers), Monique Gaudreault (Daycare), Charles Martin (teacher)

Members of the Parent and Local Community: Maia Kaisee (parent), [Johnny Piazza](#) (Le Doral)

Absent: Rubens Ernest (community representative), Jess Conn-Potegal (Vice Chair), Michelle Pomeroy (Secretary),

Notes:

Welcome and Good News

Adoption of Today's Agenda

Motion : Arron

Seconded by: Josie

All Those in Favor: unanimously resolved

Adoption of the March Minutes

Motion : Arron

Seconded by: Yannick

All Those in Favor: unanimously resolved

March Reports

- **Chairperson Report** (5 minutes)

- [Quebec Community Groups Network \(QCGN\) Webinar: The Impact of Bill 96 on Student Success](#)
- [English Parents' Committee Association \(EPCA\) Bill 40 Facebook Group](#)
- [EPCA Facebook page](#)
- [QCGN Facebook page](#)

- **Principal's Report** (8 minutes)

- No news from the ministry
- Grade 6 exams starting soon
- Sante Public - no change (isolation for 24 hrs with symptoms, negative test required to come back. Sibling and family do not have to isolate). Past three weeks were busy. The peak is slowing down in school. No classroom spread. Masks are proving to be efficient. Most children keep on their masks. Third set of kits went out.

- Met with the project manager for the summer roof renovation and the school yard beautification. Tender did not receive enough quotes and what was received was very expensive. No timeline on when phase 1 or 2 will begin as yet.
- School News - transition to high school started for grades 5 and 6
- Safe School - recess organization starting. School-wide assembly (on Wednesday April 27 - toys to be available same day - rollout all week). Grade 6 students will be student leaders/helpers. Provides students with the opportunity to take on responsibility of caring for materials and give them the freedom of choice. How to profit from their time and enjoy their time with their friends. Toys for curious and quiet time. Daycare can use the same materials after school.
 - Yannick's question: Bullying and (Mr. Francois created The Rainbow club - anti homophobic with kids on the committee. To address hurtful comments. Asked for approval at school council to go around the block with some students to be proud to say we take care of each other and respect one other
 - Spiritual animator is doing a workshop. The spring, the juniors will get to explore self esteem.
 - Cycle 3 will get self defense
- Earth Day Green Committee of students and teachers. Created badges from recycled paper. Read stories to the classrooms.
- **Teachers Report** (5 minutes)
 - BIPOC learning week - grew out of indigenous learning week. Guests from different cultures are invited to share their culture and traditions with our students. Organized by Mme Christina.
- **GB Treasury** (5 minutes) - No update
- **EMSB Parents Committee** (5 minutes)
 - Lot of sub committees - anti racism (will be permanent)
 - Bill 96 rally - May 14th protest. Families are invited downtown
 - Beautification grant - the school can apply for it. It's small. An application is required. There is a cap for each school. Before the end of our school year. Bancroft applied a few years ago for our beautification. The school board has \$80k held for us for our project therefore we can't apply again.
- **PPO Update** – (5 minutes)
 - Last pizza run starts on Friday, June 17. Collecting money.
 - Book fair coming up May 16-19. Proceed as we have in the past. Spray hands. Block out section of the stage area. No complaints for nick nacks of \$2, so we will proceed with them again.
 - Movie-pop for \$3. Treats will be apple slices and popcorn. 3 movie showings. Gym for older kids. Pre-k likely in stage area May 10, 11, 12

New Business

- **Le Doral Presentation** (20 minutes)
 - New: Removal of the beverage from the package. No water starting Sept to June. There will be an increase (\$0.25 for the water bottle). \$6.50 will be the price for next year @ledoral catering is posted every day before 3pm on IG to show parents what is being served. Random meal is used pulled from the warmer. No food styling. Since they started posting there has been a 20-30 percent increase in the meals. Parents can visit the kitchen without an appointment.

- Utensils: parents have to be 100% on board but this is usually not the case with families. As of March 2023, the school won't be able to have plastic utensils in the school. Caterers can deliver utensils but the school can't have it. **Opt-out** or more sustainable options (bamboo, it's expensive and they don't come individually wrapped). An opt-in or opt out. Parents can say they don't want utensils. This is a current option.
- No demand for vegetarian meals. A veggie option is all or nothing. If your child is vegetarian. Send an email when they register. Lactose. Halal. They don't promote it because they are learning. Vegan nuggets are more expensive. There is a surcharge of \$7.50. Awareness/communication needs to be better. They acknowledged this.
- Placing an order for the month and then adding last minute is not an option.
- Paypal is the payment platform but they can pay using a credit card through paypal
- The school is already exploring compostable utensils to have in the school. Made of corn.
- Decision to approve Le Doral as official hot meal provider:
Motion : Arron
Seconded by: Yannick
All Those in Favor: unanimously resolved
- **Dress Code** - School Council Recommendations and Discussion (20 mins)
 - No need to decide tonight, we have time. We can decide in our next meeting. The Governing Board must decide.
 - Current: Plain tops with sleeves in white or Bancroft t-shirt or sweater.
 - Shirts with logos are not acceptable.
 - Plain pants or knee length skirts in navy blue or black.
 - Flat shoes without wheels or heels.
 - No makeup, tattoo. Big jewelry, no cologne or perfume.
 - Gym dress code: white t-shirt or bancroft shirt, navy or black sweatpants, leggings or shorts, and running shoes.
 - Communication is the issue. Needs to be on the website, not just on the materials list at the beginning of the year. We need better transparency about what is mandatory vs. recommended and if there are repercussions for not upholding the dress code
 - Transparency on what is considered inappropriate: Profanity, certain logo, joggers with words on the bum are inappropriate
 - Teachers: it's not clearly demonstrated in the school.
 - Do we want a code in the first place? Income gap?
 - What is the objective of the dress code: Diminish the appearance of income gap, develop a sense of belonging, school spirit, how do we dress to feel successful at school, it's beautiful to see the kids in color code. Guidelines and reinforcement.
 - Suggested that we decide if we want a dress code or not.
 - Suggestion to create Google Forms/Doc - yes or no answers - dress code with color enforcement (preference not demand)
 - Motion to extend meeting by 15 minutes:
Motion : Arron
Seconded by: Yannick
All Those in Favor: unanimously resolved
- **Bancroft April and May Marketing Needs**

- No needs
- **PPO Items For Approval** - Veronica
 - For Popcorn Trio a screen was ordered - \$298.34 (24 foot, inflatable screen). Asking to use PPO funds to pay for this.
 - Motion : Arron
 - Seconded by: Josie
 - All Those in Favor: unanimously resolved
- **Daycare/PED Day Activities For Approval** - nothing new
- **School Field Trips For Approval** - various still waiting for final quotes. Mme. Lusignan is also looking into grants for most/all of them to cut costs for parents. Maximum cost would be \$25 but most of the current trips in planning are around \$10 or free. Motion to approve all field trips from now to end of year currently planned.
 - Motion : Arron
 - Seconded by: Veronica
 - All Those in Favor: unanimously resolved
- **Subject Time Allocation** (5 mins - Approval) 2022-2023
 - Breakdown of subjects (timeline and languages taught in)
 - Motion : Arron
 - Seconded by: Luc
 - All Those in Favor: unanimously resolved

Public Question Period

Varia

Recap Action Items and Next Meeting Date/Time

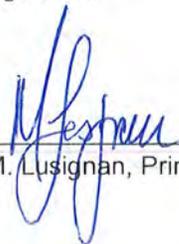
- Proposed date and time for the May meeting: Tuesday, May 24, 2022 at 6:30 PM ET (virtual)
 - Motion : Arron
 - Seconded by: Josie
 - All Those in Favor: unanimously resolved

Meeting Adjourned

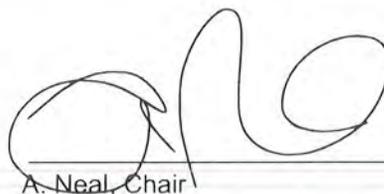
Motion : Arron
 Seconded by: Josie
 All Those in Favor: unanimously resolved

****Governing Board minutes can be made available in French by request****

Signatures:



 M. Lusignan, Principal



 A. Neal, Chair

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Bancroft Governing Board Meeting Agenda May 24, 2022; 6:30 PM ET HOSTED VIA ZOOM

Meeting Details:

Format + Location: Virtual via Zoom

Members of the parent community that wish to attend must RSVP at least 24 hours in advance to bancroftgovboard@gmail.com

Invited Participants: **Governing Board:** Arron Neal (Chair), Jess Conn-Potegal (Vice Chair), Veronica Reis (Treasurer), Michelle Pomeroy (Secretary), Esther Yang (EMSB Parent Committee Delegate), Yannick Riopel (Alt. EMBS Parent Delegate)

Governing Board Alternate: Andrea Lowry

Bancroft Staff: Myrienne Lusignan (Principal), Josie Sabelli, Christina De Sousa, (Teachers), Monique Gaudreault (Daycare)

Community Representative: Rubens Ernest (community representative)

Regrets: Luc Loiselle, Charles Martin

Agenda:

Welcome and Good News

Adoption of Today's Agenda

Motion: Arron (Chair)

Seconded by: Josie

All those in favour: unanimous

Adoption of the April Minutes

Motion: Arron (Chair)

Seconded by: Veronica

All those in favour: unanimous

March Reports

• **Chairperson Report (5 minutes)**

Chair has a template for end-of-year board report, which will be available on Google drive for all board members to review and revise (if necessary)

Bill 96 was passed. There may be another protest.

Sunday May 29- upcoming virtual parents workshop

• **Principal's Report (8 minutes)**

- Grade 6s have begun their exams. Standard board-exam (not ministry) to collect data on where students are at across the board in order to inform instruction and planning and discussion moving forward.
- The Ministry exam for Grade 6s began May 24th. Will continue all week.
- The Ministry exam for Math begins the first week of June for a few days. Discuss ideas
- Sante Public update. Masks off.

- No news from EMSB
 - School-yard beautification: roofing scaffolding will go at the back of the school so as not to be in the way of summer camps. No news about the first step yet.
 - Transition to high-school workshop: 10 parents joined. Next year they will book this earlier in the year (fall) in order to help prepare better.
 - School spirit and safe schools: Rainbow walk + assembly (gr 4-6) last week. Goal of the walk was acceptance in general. Speech from Mr Francois and several teachers (learning differences, bullying, etc.). Pre-K-1 were read to by Grade 5s. Discussion about differences.
- **Teachers Report (5 minutes)**
 - First Kindergarten field trip to farm.
 - Kindergarten meet-and-greet (in-person) and Pre-k meet-and-greet - expectations, school tour, play-stations, take-home bag
 - **GB Treasury (5 minutes)** - no news
 - **EMSB Parents Committee (5 minutes)** - few presentations: Parents Aware (pornography exposure, how to address it, what to do - parentsaware.info); Parent conference. Vote passed on the Anti-racism committee, which is now permanent. Discussion about Bill 96 protest walk. Code of conduct for students was voted on. EMSB now has 3 electric buses and has plans to add to that in the future.
 - **PPO Update -- (5 minutes)** \$4820 made at the Book Fair
 - 7 books were given to kids with donations (\$29)
 - Should we reallocate the donation money for book fair to other things? It's difficult to track these small amounts. Questions about how to best use these donation funds. GB can decide next month on how to use the accumulated funds that haven't been spent.
 - \$850 raised for Grade 6 grade from Popcorn Trio

Business Arising from the Minutes

- Le Doral Final Vote: Option A - donation voted unanimous

New Business

- School Calendar 2022-2023 for Approval
Motion: Arron (Chair)
Seconded by: Josie
All those in favour: unanimous
- School Rules and Dress Code 2022-2023 for Approval: varied discussion arguing for both sides. If parents are to be polled it needs to be done within a short time period for a quick turnaround.
Majority vote for option B -
All GB members are requested to add their word choice to the draft of the school dress code policy to be implemented into the 22/23 school year.
- *****Addition of 15 minutes to the meeting*****
Motion: Arron (Chair)
Seconded by: Veronica
All those in favour: unanimous
- PPO Items For Approval - funds to be used for end-of-year hotdog lunch (all-beef, halal, and veggie), \$1200 maximum
Motion: Arron (Chair)

Seconded by: Yannick
All those in favour: unanimous
2 gazebos \$470 total for Fun Day shade, 1st day of school
Motion: Arron (Chair)
Seconded by: Monique
All those in favour: unanimous
\$150 for rental of carpet cleaning machine and soap (august)
Motion: Arron (Chair)
Seconded by: Monique
All those in favour: unanimous
Less than \$200 for last day of school sorbet
Motion: Arron (Chair)
Seconded by: Monique
All those in favour: unanimous

- Daycare/PED Day Activities For Approval - no news
- School Field Trips For Approval -no news
- Graduation ceremony email to come with more details

Public Question Period

Varia

Recap Action Items and Next Meeting Date/Time

❖ Proposed date/time for the June meeting: Monday, June 6, 2022 at 6:30 PM ET virtual. For the next meeting, GB members are asked to review school rules.

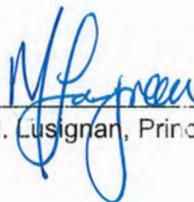
Motion: Arron (Chair)
Seconded by: Veronica
All those in favour: unanimous

8:25 PM ET:

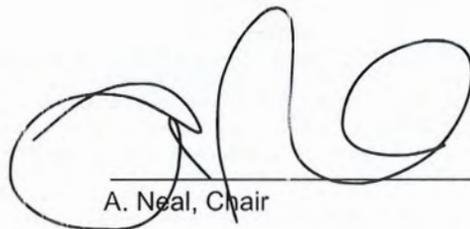
Meeting Adjourned

Governing Board minutes can be made available in French by request

Signatures:



M. Lusignan, Principal



A. Neal, Chair



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**Bancroft Governing Board Meeting MINUTES
November 29, 2021; 6:30 PM ET
HOSTED VIA ZOOM**

Notes: Minutes can be provided in French upon request.

Meeting Details:

Format + Location: Virtual via Zoom

Participants: **Governing Board: In Attendance:** Arron Neal (Chair), Jess Conn-Potegal (Vice Chair), Veronica Reis (Treasurer), Esther Yang (EMSB Parent Committee Delegate), Yannick Riopel (Alt. EMBS Parent Delegate)
Governing Board Alternate: Andrea Lowry (standing in for Michelle Pomeroy)
Community Representative: Rubens Ernest
Bancroft Staff: Myrienne Lusignan (Principal), Josie Sabelli, Luc Loiselle, Christina De Sousa, Charles Martin (Teachers), Elizabeth Pellicone (Support Staff), Monique Gaudreault (Daycare)

Agenda:

- 6:30 PM ET: Welcome and Good News**
- 6:35 PM ET: Adoption of Today's Agenda**
Motion : Arron (Chair)
Seconded by: Josie
All Those in Favor: unanimously resolved
- 6:39 PM ET: Adoption of October Meeting Minutes – with revision of Safe School plan to be moved forward on agenda after discussion**
Motion: Arron (Chair)
Seconded by: Christina
Myrienne to sign and scan meetings due to virtual meeting
- 6:40 PM ET: Business from October Meetings**
Governing Board budget – to follow up if there was any rollover (Myrienne will check if transferred accounts)
- 6:42 PM ET: Rules of internal management updated notes**
Confirmation of GB email account (Myrienne to update address with EMSB). Email address shall be
BancroftGB@emsb.qc.ca
Motion: Arron
Seconded by: Josie
All Those in Favour: unanimously resolved
- 6:45 PM ET: Provisional budget** – shared screen by Myrienne (went over all the different funds)

Esther questioned funds avail for cultural events re: Chinese New Year – to be discussed with Carla and Elizabeth and Veronica. Possibly part of PPO/Budget funds.

Motion to adopt budget: Arron

Seconded by: Luc

All Those in Favor: unanimously resolved

7:20 PM ET: ***Safe School Plan Update*** – Discussion. Staff will present an updated plan in due time for the next GB meeting December 16th.

- In discussion from GB members and parents view – would like to have more clear details regarding safe school plan. Chain of communication, who is the team of the safe school plan. Teachers / staff agreed safe school is adapted to and discussed every day with all staff upon any possible arising problems seen by staff either in hallways, classroom or school yard.
- Esther confirmed the school board has resources and student services workshops available towards anti-bullying and empathy etc. Workshops can take place at any time and are emphasized during anti-bullying week (aka Pink Shirt Week). Agreed helpful to have a balance of workshops.
- Parents to be communicated how the process of reporting such incidences and/or bullying, difference of fair play.

8:09 PM ET: ***Principal's report***

- GB members (and PPO members) to submit police check report
- Educational project report at the next meeting (ministry exams/progress reports were off schedule due to pandemic)
- Sante Publique regarding rapid covid testing. Myrienne was trained (via video training)
- Covid rapid testing will only occur if child develops signs of illness during the course of the day, parents will receive a call (regardless of covid rapid test form) if they would like the test to be performed and if decline (or if positive) must immediately come pick up the child from the isolation room.
- Vaccination of 5-11 yrs old – Myrienne announced CIUSSS will confirm within the next couple days. Informed grades 3,4,5 and 6 will receive a consent form for parents should they wish to have their child vaccinated at Bancroft school on December 8th (Hepatitis Vaccines for grades 4 to be done at a later date).
- Virtual open house took place November 19th – had 25 families reserve. Several teachers including Ms. Josie shared their classrooms and information.

Teachers reports / Events update by Myrienne –

- Festival of lights is being celebrated by all.
- Mr Charles filmed the science fair – to be shared shortly.
- Mr Francois CBC recording – to be shared (has been shared in the days since the meeting)
- Mr. Reubens – starting December 1st – food donation drive for Sun Youth (will also be announced in December newsletter). Each class has a box decorated and students are encouraged to bring in items in need.

EMSB Parents Committee Report – Esther

- Esther announced the parent commissioner is seeking a paid position, she suggested Veronica as a parent commissioner.

PPO Update – Veronica

- TCBY raised 1200\$ to date, and the roll over is 2500\$ rollover

- Apparel raised 936\$
- Pizza day has 222 participants and as of November 29th, had 2700\$ raised.
- Bookfair raised 6673\$ (raised 260\$ more than last year's fair)
- After School Activities to start January 2022 – Soccer/Basketball/Chess/Art. Perhaps the ministry will sponsor some funds?

8:35 PM ET: New Business

PPO Items for approval

- Anticipated 220 participants for pizza day and will have a cut off date for ordering. Choice will be just cheese
- Motioned by: Veronica
- Seconded by: Josie
- All Those in Favor : unanimously resolved

- PPO Holiday Workshop – PPO Veronica and Melanie came up with idea themselves, creating a wooden ornament/decorative item/keepsake
 - Cost asking \$400 for approved materials for workshop
 - Motioned by: Veronica
 - Seconded by: Josie
 - All Those in Favor: unanimously resolved

- Holiday Breakfast supplied by hot lunch caterer Le Doral. Cost is 4\$ per breakfast. Grades pre-k to 2 will receive 2 pancakes, eggs, clementine slices – included juice, syrup etc. Grades 3-6 will receive 3 pancakes, eggs, clementine slices and bagels etc (donated by St.Viateur)
 - Cost estimated for breakfast 1700\$
 - Motioned by: Veronica
 - Seconded by: Josie and Christina
 - All Those in Favor: unanimously resolved

- Zumb-a-thon to take place in February 2022. Could use funds from "we move" plus fundraising. Cost of instructor \$600. Staff council approved.
 - Motioned by: Veronica
 - Seconded by: Josie and Arron
 - All Those in Favor: unanimously resolved

- Dynamix team building – Carla organizing. Staff council approved. Myrienne to see if funds/grant available.

Daycare/Ped Day Activites – Dec., 6th Ped Day was previously approved at the Oct. meeting.

8:46 PM ET: 2022 Plateau Neighborhood School Programs

See link

(https://montreal.ca/programmes/programme-ecoles-de-quartier-du-plateau-2022?fbclid=IwAR3k8cXk1BDYW9HzuMlxymbyua97sQjMqRY_Lwk2HSWbSQ2iyqbJm6cpsNE) funds will be granted to the project approved/won. Dateline to submit for grant is February 18th 2022. Project will run from April 5-November 1st to submit the final report and statement of account. Need letter from the administration. To be discussed at the next meeting in December.

8:49 PM ET: **No public questions**

8:50 PM ET: **Recap actions and December Meeting**

- Meeting time - changed time from 6:30 to 7:00 PM – Motioned by : Arron and meeting doesn't require many actions, and next meeting is only about 2 weeks away, therefore proposed meeting should be maximum 1 ½ - Motioned by: Jess
- Seconded by: Luc
- All in Favor: unanimously resolved

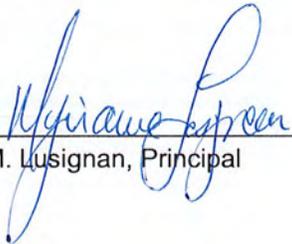
8:54 PM ET: **Meeting Adjourned**

Seconded by: Josie

All Those in Favor: unanimously resolved

****Governing Board minutes can be made available in French by request****

Signatures:



M. Lusignan, Principal



A. Neal, Chair



4563 St-Urbain, Montreal, Quebec H2T 2V9 Tel.: 514-845-8031 Fax: 514-845-4352

Bancroft Governing Board Meeting Agenda
December 16, 2021; 7:00 PM ET
HOSTED VIA ZOOM

Meeting Details:

Format + Location: Virtual via Zoom

Members of the parent community that wish to attend must RSVP at least 24 hours in advance to bancroftgovboard@gmail.com

Invited Participants: **Governing Board:** Arron Neal (Chair), Jess Conn-Potegal (Vice Chair), Michelle Pomeroy (Secretary), Veronica Reis (Treasurer), Esther Yang (EMSB Parent Committee Delegate), Yannick Riopel (Alt. EMBS Parent Delegate)

Governing Board Alternate: Andrea Lowry

Community Representative: Rubens Ernest

Bancroft Staff: Myrienne Lusignan (Principal), Josie Sabelli, Luc Loiselle, Christina De Sousa, Charles Martin (Teachers)

Monique Gaudreault (Daycare), *Tentative: Elizabeth Pellicone (Support Staff)*

Regrets:

Minutes:

Welcome and Good News

Adoption of Today's Agenda

- Motion : Arron Neal
- Seconded by: Josie
- All Those in Favor: unanimously resolved

Adoption of November Meeting Minutes

- Motion : Arron
- Seconded by: Esther
- All Those in Favor: unanimously resolved

Business Arising from the Minutes

❖ Confirmation of GB 2021-2022 Budget Allocation:

\$1135 total to be divided as such: \$567.50 families in need, \$283.75 book fair and \$283.75 rollover. M. Lusignan suggests that during GB meetings we share upcoming events and discuss approval for fund distribution at each GB meeting. It was put forth that GB might leave it up to principal discretion to decide how funds are allocated over the year and the Treasurer keeps record of balance and what the funds were for and report back as necessary.

Motion : Arron

Seconded by: Jess

All Those in Favor: unanimously resolved

❖ 2020-2021 Safe School Action Plan - For Approval

Revisions to the plan were shared by M. Lusignan. Various feedback was given by GB members and a few more revisions were made. (i.e., specific language regarding workshops for students, staff, and parents)

Motion to adopt the plan: Arron
Seconded by: Jess
All Those in Favor: unanimously resolved

◆ EMSB Anti-bullying workshop (March 2022)

October Reports

- ❖ Chairperson Report (5 minutes)
Police check forms due in
- ❖ Principal's Report (8 minutes)
Rapid test kits distributed, students will remain in school until break, thanks for December events from PPO
- ❖ Teachers Report (5 minutes)
Appreciation to PPO members for craft events and acknowledgement of the positive effect of the food drive (specifically Gr 1 class.)
- ❖ GB Treasury (5 minutes)
284 rollover, 250 from this year = \$567.50 for whatever we need this year
- ❖ Commissioner Reports (5 minutes)
- ❖ EMSB Parents Committee (5 minutes)
Presentation of Bill 96 overview.
If BIPOC parents feel that their concerns are not being heard, contact the principal first.
- ❖ PPO Update – (5 minutes)
Ornament creation event was a success
Breakfast is still a go and under budget
11 kids were able to get books from Book Fair. \$284 will be available for the Spring book fair.

New Business

- ❖ PPO Items For Approval
Participation in Indigo fundraiser
Motion: Veronica
Seconded by: Josie
All Those in Favor: unanimously resolved

- ❖ Daycare/PED Day Activities For Approval
 - January 24, 2022. Lunchroom mural. Fees: \$15.00
 - February 10, 2022. Ceramic café. Fees: \$20.00
 - February 11, 2022. Olympic day. Fees: \$15.00
 - February 14, 2022. Friendship day. Fees: \$15.00
 - February 25, 2022. Funny hair day. Fees: \$15.00
 - March 25, 2022. Sugar shack (inhouse). Fees: \$20.00Motion: Monique
Seconded by: Josie
All Those in Favor: unanimously resolved

- ❖ School Field Trips For Approval.
 - No field trips were presented
- ❖ Selection Criteria for the Appointment of the Principal - For Review

- Letter from EMSB Director General
- 2020-2021 GB letter - For Reference
Motion: Arron
Seconded by: Josie
All Those in Favor: unanimously resolved

❖ Educational Project Report - For Approval

The project report and resolution will be shared by email by Mme Lusignan and approval will be voted on by email.

Public Question Period

Varia

Suggestion to be more inclusive on the school calendar. Recognition was made that all staff are modelling/demonstrating inclusivity in their own ways, however, we need to keep pushing the standards upwards.

Recap Action Items and Next Meeting Date/Time

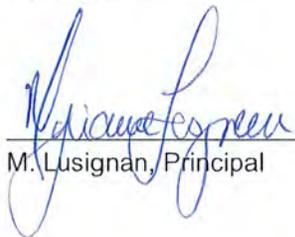
- ❖ Proposed date and time for the Jan. 2022 meeting: Mon., Jan. 17 @ 6:30 PM ET Virtually
Motion: Arron
Seconded by: Jess
All Those in Favor: unanimously resolved

Meeting Adjourned

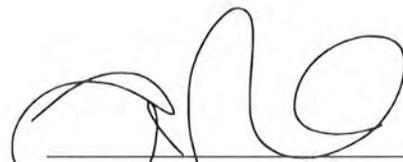
Motion: Arron
Seconded by: Veronica
All Those in Favor: unanimously resolved

****Governing Board minutes can be made available in French by request****

Signatures:



M. Lusignan, Principal



A. Neal, Chair

GOVERNING BOARD RESOLUTION

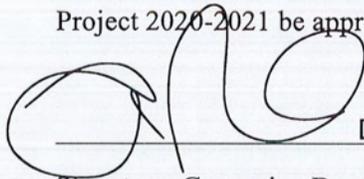
Bancroft Elementary School
ANNUAL REPORT ON THE EDUCATIONAL PROJECT 2020-2021

WHEREAS Article 36 of The Education Act requires that The School develop an Educational Project that is coherent with the School Board's Commitment-to-Success Plan;

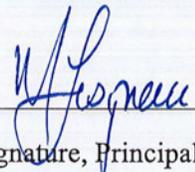
WHEREAS Article 37 requires that The School produces an annual report of its achievements concerning the objectives of the Educational Project for submission to the School Board;

WHEREAS the period covered by the Educational Project is harmonized with the Commitment-to-Success Plan period covered by the School Board;

IT WAS MOVED BY ARRON NEAL AND RESOLVED THAT the Annual Report on the Educational Project 2020-2021 be approved by the Governing Board, and that it be communicated to all stakeholders.



December 22, 2021
Signature, Governing Board Chairperson / Date



December 22, 2021
Signature, Principal / Date



4563 St-Urbain, Montreal, Quebec H2T 2V9 Tel.: 514-845-8031 Fax: 514-845-4352

Bancroft Governing Board Meeting Agenda
March 28, 2022; 6:30 PM ET
HOSTED VIA ZOOM

Meeting Details:

Format + Location: Virtual via Zoom

Members of the parent community that wish to attend must RSVP at least 24 hours in advance to bancroftgoboard@gmail.com

Invited Participants: **Governing Board:** Arron Neal (Chair), Jess Conn-Potegal (Vice Chair), Veronica Reis (Treasurer), Yannick Riopel (Alt. EMBS Parent Delegate)
Governing Board Alternate: Andrea Lowry
Community Representative: Rubens Ernest
Bancroft Staff: Myrienne Lusignan (Principal), Josie Sabelli, Luc Loiselle, Christina De Sousa, (Teachers), Monique Gaudreault (Daycare)
Absent: Charles Martin (teacher), Michelle Pomeroy (Secretary), Esther Yang (EMSB Parent Committee Delegate)

Agenda:

6:30 PM ET: Welcome and Good News

6:35 PM ET: Adoption of Today's Agenda

- Motion: Arron
- Second: Josie
- Approved: Unanimously

6:40 PM ET: Adoption of the February Minutes

- Motion: Arron
- Second: Veronica
- Approved: Unanimously

6:45 PM ET: March Reports

- ❖ Chairperson Report (5 minutes)
 - Dress code will be discussed during the April meeting. TH GB was asked to review the dress code within the school agendas and come prepared to discuss during the next GB meeting. Older students tend not adhere to the dress code; younger students do. There is no strict enforcement of the dress code. The guidelines must be clear for the next school year. The school council will meet, discuss, develop recommendations and share them with the GB prior to the next meeting.
 - After school activities season two registration is open
 - Advisory Committee on Special Education Services applications accepted until April 13
 - Winter safety continues to be a concern elevated by some parents, in particular when students are getting off the bus
 - A new ERC Modern Citizenship course is expected in the fall, but Bancroft has not received any news or specific updates.

- 2022-2023 EMSB Youth Calendar Available:
 - First Day of School: August 30
 - Winter break: Last week of December/First week of January
 - March Break: March 6-10
- ❖ Principal's Report (8 minutes)
 - No news from the Ministry of Education
 - Sante Public will send 3rd set of rapid test kits home for kids and so far no new directives for health guidelines
 - Jewish Heritage Month - a new toolkit of resources and lessons will be available to teachers. The lesson is built in a way to facilitate learning on difficult topics
 - Schoolyard project going to tender in April. Mr. Roger was the project manager for the roof. He will coordinate the school yard project. The roof may not be updated this summer.
 - Save the date: April 26, virtual volunteer night. They recognize volunteers who've been engaged for 5 years. We are encouraged to attend and can nominate a volunteer. PPO and GB should track and may decide to recognize volunteers on their own
 - Transition to high school begins in April for grade 6. Workshops with parents will follow.
 - Welcome to preschool for Kindergarten students will be held on May 20 for students and parents. Fun games will take place and educators will go over the routine to school, and how to help transition the kids into school. The new preschool students will have personal bags, name tags, books and activities to continue to encourage and engage their interest into pre-k.
 - New student teachers are in the school from McGill. Additional teachers from Concordia will be added soon
 - Gratitude expressed for Tropical Tuesday activities organized by the PPO
 - There will be some re-organizing of the recess for springtime. With the help of Mr. Reubens, they will create some new games and a new spring routine for spring at recess times.
- ❖ Teachers Report (5 minutes)
 - Follow-on appreciation of Tropical Tuesday from Christina and Luc
 - Art teacher in preschool for 4 days with Kitzinsky
 - Reading Week went well with fun activities. Prizes inspired students to read and ignited interest.
 - Nutrition Week also went well and helped to build connections and bring out school spirit
 - Luc acknowledged the kids really loved the above activities and each felt connected and brought out the school spirit, with everyone getting involved together and having a great time.
- ❖ GB Treasury (5 minutes)
 - No report
- ❖ Commissioner Reports (5 minutes)
- ❖ EMS3 Parents Committee (5 minutes)
 - March 10 was the last meeting. Yannick replaced Esther at the last meeting. The discussion included conversation on the budget building process and the literacy prize. The group voted on who would receive a book in 6th grade at each school. The book selected was "New Kid."
 - There was a vote on the school calendar.

- There was a so discussion of uniforms and that they should be sold at cost, not for profit and whether they could be used as a fundraiser.
- AlloProf translation into English will be completed this year.
- Quick discussion on the antiracism committee. Looking for guidelines from Chicago.
- There was a conversation focused on enrollment. Parents can't be in school to see how things are done. The principal is responsible for marketing but there should be a marketing committee in each school. Mike Cohen would join the first meeting for the marketing committee if we decide to form one.
 - Question from Jess to Madame Lusignan: Do we need a marketing committee? Answer: There is a school Facebook, a PPO Facebook, we have parent ambassadors. Before we form a committee let's figure out what the action for them is. For now, the school doesn't feel there is a strong need with new marketing skills within in-house staff. Perhaps hold this within GB - how will we market our activities to a broader audience to and beyond the Bancroft community? Consider this at each meeting.
- ❖ PPO Update -- (5 minutes)
 - Zumbathon went well - raised over \$4k
 - After school activities are very popular. A PPO mom (Nancy) offered to do a creative dance class for Pre-k and K (starts on the 8th). Other parents are welcome to reach out about teaching a class
 - Last pizza form will come out in the next newsletter. pizza from unforeseen school closure on Feb 18 will be moved to April 22, parents will be asked to register for that pizza replacement

7:25 PM ET:

New Business

- ❖ Kids Create Ukraine
 - Brought to staff council today. Collect art supplies to send to Ukraine. Parents will be asked to donate art items. Mrs. Steiner will send a postcard from every class or every student. Approval to reach out to the community.
 - ◆ Motion: Josie
 - ◆ Second: Yannick
 - ◆ Approved: Unanimously
- ❖ Hot Lunch Provider 22-23 - Le Doral, Hot Lunch provider contract up for renewal. Discussion focused on whether we want to have him present in person or virtually. Virtual presentation was decided.
 - No complaints about the food
 - Environmental concerns are what they hear about (we could push the company to provide something more earth-friendly, e.g. biodegradable utensils)
 - Logistically easy since food doesn't have to be warmed
 - Must be approved by the last meeting in May
- ❖ 2021-22 Budget Update
 - Fund 3 Update: provided. Final closing report in June.
- ❖ PPO Items For Approval
 - Spring clean up of the yards - Asking for \$400 for tires, screws, washers and ropes. More soil for front gardens. New mulch. Redo the two planters. Luc adds: Soil should be added to the front garden.
 - ◆ Motion: Veronica
 - ◆ Second: Yannick
 - ◆ Approved: Unanimously

- PPO Blanket Motion. Budget pre-approval of a standard \$1k per year to cover expenses related to PPO activities and treats for Bancroft students. Discretionary fund of \$1,000 per school year.
 - ◆ Motion: Veronica
 - ◆ Second: Yannick
 - ◆ Approved: Unanimously
- ❖ Daycare/PED Day Activities For Approval
 - Parc Safari - \$25.00 - May 20. Confirmed as a PED Day.
 - ◆ Motion: Madame Lusignan
 - ◆ Second: Andrea.
 - ◆ Approved: Unanimously
- ❖ School Field Trips For Approval
 - April 21st - grade 3 and 3/4 Biodome. \$16 maximum (activity and bus)
 - ◆ Motion: Arron.
 - ◆ Second: Josie
 - ◆ Approved: Unanimously
 - Grade 4a and b - Jeunesse Musical. No bus, they're walking. Cultural performance. Fee-free because there is a MEQ grant for cultural outings that covers the cost.
 - ◆ Motion: Josie
 - ◆ Second: Christina
 - ◆ Approved: Unanimously

7:40 PM ET: **Public Question Period**
None

7:48 PM ET: **Varia**
None

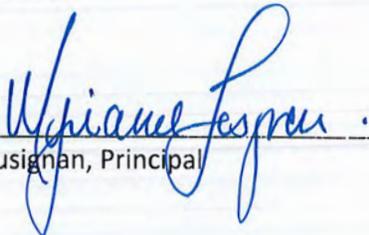
7:58 PM ET: **Recap Action Items and Next Meeting Date/Time**

- ❖ Proposed date and time for the April meeting: **Mon., April 25, at 6:30 PM ET**
 - Motion: Arron
 - Second: Josie
 - Approved: Unanimously

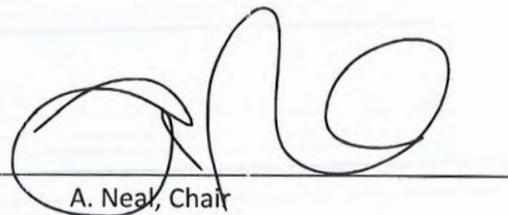
8:00 PM ET: **Meeting Adjourned**
3 minutes early

NOTE: Minutes can be provided in French upon request.

Signatures:



M. Lusignan, Principal



A. Neal, Chair



4563 St-Urbain, Montreal, Quebec H2T 2V9 Tel.: 514-845-8031 Fax: 514-845-4352

**Bancroft Governing Board Meeting Agenda
November 29, 2021; 6:30 PM ET
HOSTED VIA ZOOM**

Meeting Details:

- Format + Location:** Virtual via Zoom
Members of the parent community that wish to attend must RSVP at least 24 hours in advance to bancroftgoboard@gmail.com
- Invited Participants:** **Governing Board:** Arron Neal (Chair), Jess Conn-Potegal (Vice Chair), Michelle Pomeroy (Secretary), Veronica Reis (Treasurer), Esther Yang (EMSB Parent Committee Delegate), Yannick Riopel (Alt. EMBS Parent Delegate)
Governing Board Alternate: Andrea Lowry
Community Representative: Rubens Ernest
Bancroft Staff: Myrienne Lusignan (Principal), Josie Sabelli, Luc Loiselle, Christina De Sousa, Charles Martin (Teachers), Elizabeth Pellicone (Support Staff), Monique Gaudreault (Daycare)

Agenda:

- 6:30 PM ET:** Welcome and Good News
- 6:35 PM ET:** Adoption of Today's Agenda
- 6:40 PM ET:** Adoption of October Meeting Minutes
- 6:45 PM ET:** Business Arising from the Minutes
- ❖ Confirmation of GB 2021-2022 Budget
 - ❖ Updated Rules of Internal Management – For Discussion/Adoption
 - ❖ Provisional Budget - For Discussion/Approval
 - ❖ 2020-2021 Safe School Action Plan - For Review/Discussion
- 7:45 PM ET:** October Reports
- ❖ Chairperson Report (5 minutes)
 - ❖ Principal's Report (8 minutes)
 - ❖ Teachers Report (5 minutes)
 - ❖ GB Treasury (5 minutes)
 - ❖ Commissioner Reports (5 minutes)
 - ❖ EMSB Parents Committee (5 minutes)
 - ❖ PPO Update – (5 minutes)
- 8:25 PM ET:** New Business
- ❖ PPO Items For Approval
 - ❖ Daycare/PED Day Activities For Approval
 - ❖ School Field Trips For Approval
 - ❖ 2022 Plateau Neighborhood Schools Program
- 8:45 PM ET:** Public Question Period
- 8:55 PM ET:** Varia
- 8:58 PM ET:** Recap Action Items and Next Meeting Date/Time
- ❖ Proposed date and time for the December meeting: Dec. 16, 2021 @ 6:30 PM ET
- 9:00 PM ET:** Meeting Adjourned

Bancroft School

The
Little School...



...With
the Big Heart

4563 St-Urbain, Montreal, Quebec H2T 2V9 Tel.: 514-845-8031 Fax: 514-845-4352

Bancroft Governing Board Meeting Agenda October 25, 2021; 7:00 PM ET

Meeting Details:

Format + Location: In-Person, Bancroft School - 4563 St. Urbain, Montreal, QC H2T 2V9
Members of the parent community that wish to attend must RSVP at least 24 hours in advance to bancroftgovboard@gmail.com

Invited Participants: **Governing Board:** Arron Neal (Chair), Jess Conn-Potegal (Vice Chair), Michelle Pomeroy (Secretary), Veronica Reis (Treasurer), Esther Yang (EMSB Parent Committee Delegate), Yannick Riopel (Alt. EMBS Parent Delegate)
Governing Board Alternate: Andrea Lowry
Community Representative: Rubens Ernest (absent)
Bancroft Staff: Myrienne Lusignan (Principal), Josie Sabelli, Luc Loiselle, Christina De Sousa, Charles Martin (Teachers), Elizabeth Pellicone (Support Staff), Elena Lato Difranco (Daycare)

Agenda:

7:00 PM ET: **Welcome and Good News**

7:05 PM ET: **Adoption of Today's Agenda**

7:10 PM ET: **Adoption of September Meeting Minutes** with revision of Safe School Action plan to be moved forward on agenda
Motion: Arron (Chair)
Seconded by: Josie
All those in favour: unanimously resolved

Adding note about availability of French

Motion: Arron (Chair)
Seconded by: Jess
All those in favour: unanimously resolved

7:15 PM ET: **Business Arising from the Minutes**

- **GB Sample Rules of Conduct** – For Discussion/Adoption
Motion to adopt rules: Chair
Second: Josie
All in favour: unanimously resolved

- **Rules of Internal Management** – For Discussion/Adoption
Motion to update rules to revise meetings monday at 6:30 with the option to determine format for next meeting (i.e virtual or in-person)

Motion to adopt rules: Chair

Second: Jess

All in favour: unanimously resolved

- Chair to add rule for number of absences allowed by GB member
- GB Member Roles & Responsibilities – Informational
- Bancroft Front Yard Update - Informational
- Approval of Partnership with Sun Youth - Informational

7:45 PM ET:

October Reports

- Chairperson Report (5 minutes) - Virtual Governing Board Meeting
- Principal's Report (8 minutes) - Ministry Recovery Plan (2 report cards), New Essential Knowledges, Educational Project will be reported on, school news (320 students - 106 are temp stay students, 35 with learning difficulty codes, 61 on IEP), progress report Nov 19 virtually on Mosaic, construction update (roofing), school activities, cbc contest, Open House November 19 online format tbd
- Teachers Report (5 minutes) Storyteller, Pre-K toys, STEAM for KDG
- GB Treasury (8 minutes) (rollover from 2020/2021 \$280 +\$250 for operating budget)
 - Adoption of GB 2021-2022 operating budget

Motion to adopt \$250 operating budget for 2021-2022

Motion: Veronica

Second: Arron

All in favour: unanimously resolved

- Commissioner Reports (5 minutes) -
- EMSB Parents Committee (5 minutes) - First Thursday of the month
- PPO Update – (5 minutes) - School cleaning, TCBY \$870 current \$1200 projected, Walk-A-Thon \$8953 sun youth/play/school activities

Motion to donate \$3000 to Sun Youth

Motion: Veronica

Second: Josie

All in favour: unanimously resolved

- Apparel sale update - projected at \$900
- Pizza (150 participants)
- Scholastic Book Fair November 22-24

8:30 PM ET:

New Business

- PPO Items For Approval - No items for approval - Holiday breakfast update
- Prime Minister's Teacher Award for M. Francois
- Daycare/PED Day Activities For Approval

Motion to approve Daycare PED Days Fees and Activities

Motion: Arron

Second: Josie

All in favour: unanimously resolved

- School Field Trips For Approval
- Provisional Budget - Tabled

Motion to extend meeting by 15 minutes

Motioned by: Arron

Second: Jess

All in favour: unanimously resolved

- Renewal of Safe School Action Plan for 2021-22 academic year (includes issues such as bullying, building security, winter play in North yard) - For Discussion

- Safe school action plan revision will allow GB and parents to look at Action Plan and to contribute
- *Approval of the Safe School Action Plan will be sought in November*

Motion to extend meeting by 5 minutes

Motioned by: Arron

8:45 PM ET: Public Question Period

8:50 PM ET: Varia

8:55 PM ET: Recap Action Items and Next Meeting Date/Time

- Next Meeting on November 29, 2021 @ 6:30PM ET virtual
- Arron to send all archived minutes to Myriane for school website
- Arron to update rules of management
- Michelle to amend September minutes to reflect that they can be made available in French
- Myriane to confirm operating budget
- Esther to ensure EPCA meeting information is communicated with Yannick
- Myriane to include Pizza day and book fair updates on next newsletter
- Provisional budget tabled
- Continue to liaise with the GB and PPO regarding the Prime Ministers Teachers Award nomination for Mr. Francois.

9:00 PM ET: Meeting Adjourned

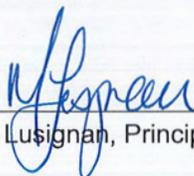
Motion: Arron

Second: Veronica

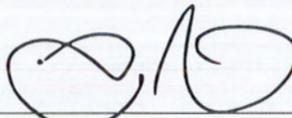
All in favour: unanimously resolved

****Governing Board minutes can be made available in French by request****

Signatures:



M. Lusignan, Principal



A. Neal, Chair

BANCROFT GOVERNING BOARD RULES OF INTERNAL MANAGEMENT

2021-2022

1. **Meetings** – The chair presides at the meetings of the governing board
 - a. **Meetings are held on the school premises or virtually as needed. The format of each meeting will be decided by the board during the prior month’s meeting and will be held in accordance with COVID-19 health and safety measures.**
 - b. Regular meetings are held once per month, September through June, or at minimum 5 per year from **6:30 to 8:30 PM ET** and may be extended by 10, 15, or 30 minutes minutes by resolution. Meetings will typically be held on Monday evenings.
 - c. The annual calendar of meetings is adopted by the Board and is distributed to all parents.
 - d. A meeting may be adjourned to a specific date and time if it appears that important business will not be concluded within the time limit of a regular meeting.
 - e. A special meeting may be called to consider a matter that cannot wait until the next regular meeting. A notice shall go out to the GB members and parents 4 days prior to the special meeting. If the GB is unable to hold a special meeting within the time required to consider the urgent topic, all members will be contacted by email or telephone to state their opinions on the urgent matter. The topic can be voted on at the next regular meeting of the governing board or by email. *Decisions of the governing board are made by a majority vote of the members present and entitled to vote.*
 - f. The meetings of the governing board are public but may move into closed session if the matter to be discussed may cause injury to a person. This is done by resolution.

2. **Agenda** - The agenda is sent to the members one week prior to the meeting (by email, etc.) and is posted in the school. The items are listed on the Agenda by order of priority Decisional items first, Consultation items second, Information items, third. Items can be added to the agenda at the meeting subject to approval by the members.

3. **Reports** - Oral reports from the principal, commissioner or parent delegate will be permitted and the GB sets aside 5, 20 or 15 minutes for each report.

4. **Minutes of the governing board** - The minutes of the proceedings of the GB must be sent to the members with the documents for the following meeting. The minutes of a meeting are approved at the beginning of the following meeting and will be modified if they are inaccurate. After being approved by the GB, the minutes should be signed by the chair that adopted them and countersigned by the principal or a person designated by the principal, who keeps them in the register of the minutes. The principal or a person designated by the principal is responsible for the registers and documents of the GB. **Vice Chair** – Should the chair be absent or unable to act, the vice chair will preside at the meeting

5. **Member Absences** - Within the meeting minutes, the GB secretary will indicate which members were in attendance and which were absent. Board members must attend each convening scheduled by the board. If a member is unable to participate in a meeting, they must notify the Chair as soon as possible in advance in writing by email to arronlneal@gmail.com. If a member has three un-notified absences in an academic calendar year, the Chair will promptly contact the member to discuss the absences and their ability and desire to continue as a GB member. The member’s response will be shared with the Board by the next meeting and the Board will decide what actions to take regarding the member’s future membership.

6. **Quorum** – Quorum is the majority of the members in office, including half of the parents' representative
7. **Vote** - Decisions of the governing board are made by majority vote of the members present and entitled to vote. If the vote is equally divided, the chair has a casting vote. Every decision must be made in the best interest of the students.
8. **Rules of Decorum** – Members of the GB and of the public must:
 - a. Be recognized by the Chair for the right to speak.
 - b. Address the chair when speaking
 - c. Show respect for the points of view of others
 - d. Respect the right to speak of others
 - e. Refrain from speaking out of turn
 - f. Refrain from using profanity
 - g. Maintain a respectful tone at all times
9. **Modifications to the Rules of Internal Management** – The Rules of Internal Management are reviewed in October of each school year and any modifications deemed necessary are proposed at that time. Proposals for changes to the rules must be approved by the members.



Commission scolaire English-Montréal
English Montreal School Board

BANCROFT SCHOOL GOVERNING BOARD ANNUAL REPORT
ACADEMIC YEAR 2020-2021

School:	Bancroft School
Principal:	Dorothy Ostrowicz

Governing Board members and meeting attendance breakdown

NAME	POSITION/ GROUP REPRESENTED	MEETINGS ATTENDED										TOTAL
		1	2	3	4	5	6	7	8	9	10	
Arron Neal	Chair / Parent	x	x	x	x	x	x	x	x	x	x	10
Jess Conn-Potegal	Vice Chair / Parent	x	x	x	x	x	x	x	x	x	x	10
Myriam Chevarie-Davis	Secretary / Parent	x	x	x	x	x	x	x	x	x	x	10
Mouna Joulai	Treasurer / Parent	x	x	x	x	x	x	x	x	x	x	10
Veronica Reis	Parent / PPO Liaison	x	x	x	x	x	x	x	x	x	x	10
Kalli Kiriazidis	Parent	x	x	x	x	x	x	x	x	x	x	10
Andrea Lowry	Parent / GB Alternate	x	x			x	x	x	x	x	x	8
Alisha Nicole Apale	Parent / GB Alternate											0
Dorothy Ostrowicz	Bancroft Principal	x	x	x	x	x	x	x	x	x	x	10
Rubens Ernest	Community Member			x	x	x	x	x	x	x	x	8
Elizabeth Pellicone	Community Member	x	x	x	x	x	x	x	x	x	x	10
Elena Lato-DiFranco	Bancroft Daycare Staff	x	x	x	x	x	x	x	x	x	x	10
Margarita Batsis	Bancroft Behavior Technician / Bancroft Staff	x	x	x	x	x	x	x	x	x	x	10
Luc Loiselle	Educator / Bancroft Staff	x	x	x	x	x	x	x	x	x	x	10
Travis Ross	Bancroft Staff	x	x	x	x	x	x	x	x	x	x	10
Francois Lukawecki	Music Teacher / Bancroft Staff	x	x	x	x	x						5
Martine Labelle	Pre-K Educator / Bancroft Staff	x	x	x	x	x	x	x	x	x	x	10
Josie Sabelli	Educator / Bancroft Staff					x	x	x	x	x		5
Total Regular Meetings		9				Total Special Meetings						1

<p>Winter Holiday Door Decoration Contest, Community Breakfast and Sun Youth Donations</p>	<p>Board adopted a proposal to treat three winning classes of the Christmas Door Decoration contest. Estimated total cost of up to \$120 from the PPO budget was approved.</p> <p>Individually-packaged breakfast meals were discussed as an alternative to the usual holiday breakfast cooked by parents in light of COVID-19. A sub-committee was formed to explore vendor options, including McDonalds meals, Le Traiteur Scolaire and local bakeries. The Board decided to make a final decision by the first week of December in order to host the breakfast on December 16.</p> <p>A second subcommittee was created to organize a box decorating contest and food drive benefiting Sun Youth.</p>
<p>December</p>	
<p>Winter Holiday Breakfast</p>	<p>Holiday breakfast updates were discussed, including hard costs, fundraising possibilities including a Zumba-Thon and pajama movie night, which were moved, seconded and unanimously resolved by the Board.</p>
<p>Daycare Parent Handbook and Student Agendas/Planners</p>	<p>The daycare handbook was presented, reviewed and unanimously approved by the Board.</p> <p>The principal presented a 3-year contract offer from Laurentian to produce the student agenda/planners. The reduced price agreement was moved, seconded and approved by the Board.</p>
<p>Secularity Education Plan</p>	<p>The plan was presented, reviewed and unanimously approved by the Board.</p>
<p>January</p>	
<p>Year-End Board Report</p>	<p>Completed report was presented, moved/seconded and unanimously approved by the Board.</p>
<p>Front Yard Update</p>	<p>The board watched a pre-recorded video update from a parent volunteer helping to facilitate this project since he was unable to attend in person. In the video, he expressed concern that the parents' ideas and vision for the yard, captured in the proposal made by Friche Atelier, could potentially get lost when the EMSB takes charge. It was confirmed that Friche Atelier had not yet submitted their final plans to the board (nor received the last portion of their payment). A subcommittee was established to continue to advance this project.</p>
<p>PED Days and Educational Project Annual Report</p>	<p>PED Days and the Educational Project Report were presented and approved by the Board.</p>
<p>Air Purifier Installation</p>	<p>It was confirmed that the prep work to install the air purifiers had been completed. The installation dates were confirmed for January 12 and 13, 2021.</p>
<p>Scholastic Book Fair</p>	<p>The Board created a book fair subcommittee to research and help prioritize the purchase of diverse books by BIPOC authors, and that center the stories of BIPOC, LGBTQ, and special needs students, as well as French language books.</p>
<p>GB Email address</p>	<p>It was moved, seconded and approved that the GB secretary would create a dedicated GB email address to share with Bancroft families to engage directly with the Board, and particularly those who are not engaged in the Facebook PPO group.</p>

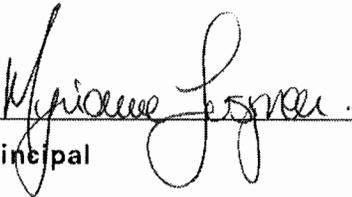
	at 9:30. Approval of this suggestion was moved by Kalli Kiriazidis, seconded by Veronica Reis and unanimously resolved.
April	
D&I-Focused Book Fair	A list of books was prepared with Drawn & Quarterly, which includes BIPOC, LGBTQ and special needs themes and/or authors. The librarian received the list and will purchase the new books. In addition, it was confirmed that a training session will be offered to teachers during the April 23rd pedagogical day. Dorothy Ostrowicz added that Scholastic still needs to issue 1473.40\$ worth of credits for purchases by teachers. It was mentioned that there is a need for additional books in French.
Front Yard Update	Dorothy Ostrowicz confirmed that Friche Atelier provided the final documents to complete their contract. A meeting was held with the architect where it was decided that in an attempt to reduce costs and stay within the allocated budget, the performance platform would be eliminated. In addition, some changes will be made to the choice of vegetation and ground cover, with the objective of choosing low cost and maintenance free plants. The general concepts, including planters and a path, would be maintained. There were no updates to be made by the parent sub-committee as parents cannot be a part of the process at this time.
Graffiti Removal	The board discussed the graffiti problem and brainstormed about how best to address it. Veronica Reis had already contacted a company, Solution Graffiti, and obtained a quote from them (2259\$). In addition, they mentioned that they offer yearly contracts (225\$/month) to come on a regular basis and remove the graffiti as soon as it appears. Dorothy Ostrowicz agreed to contact the board to inquire about possible other suppliers, such as MR. The GB agreed to source other quotes to compare. It was decided that the two buckets of left over deaning solution which we own would be kept for smaller clean ups or touch ups (for example, the benches if needed) that parents could do themselves, rather than used by the company we end up hiring for the removal. No murals can be painted on the walls because of the historic nature of the building. With regards to the graffiti on the colored fence slats, after noticing that some of it washed away with the rain, PPO decided that they will try using a pressure washer to remove the rest. However, considering that the slats easily get damaged and are not a good long term option, no further measures will be attempted to preserve them.
School Photographer	The board discussed the selection of a school photographer for next year. Overall, Green Apple Studios, which has been hired for the past 12 years, was appreciated although there have been some issues with cropping and picture quality, which were not as problematic this year compared to the previous year. It was suggested that we renew their contract on a yearly basis if the quality is maintained. Dorothy Ostrowicz was to verify if there is an advantage to signing 2-year contracts with them. Of note, they also offer a percent discount on return sales to the school which is appreciated (500\$ this year).
Hot Lunch Supplier	The board discussed the hot lunch supplier, which must be able to supply on average 40-60 meals per day. Some issues were raised with the current provider, Le Traiteur Scolaire. Namely, the fact that they can only deliver the meals early in the day which means that without Elena Lato-DiFranco taking on the responsibility of managing the heating of the lunches, they would not be kept warm enough until lunch to be within food safety regulations. In addition, the quality of

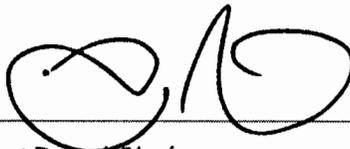
	possibility of using a protective solution which makes it easier to remove future graffiti and would reduce the cost of subsequent cleaning (as well as reduce damage to the building).
PPO Activities	<p>The Zumbathon was a success and collected 4700\$. There was great participation from the students and the instructor was very appreciated. PPO will consider repeating this event in future years.</p> <p>PPO's next project will be to paint games on the asphalt of the north and south yards this weekend. Veronica Reis presented the plans for painting. Sherwin paints offered us 3 pallets of free grey and green paint leftover from a municipal purchase. The PPO has asked Sunyouth for help to transport the paint to the school, which will then be stored in the basement. Prior to painting, the surface will be cleaned with a pressure washer. The rental of this pressure washer will be charged to the maintenance budget. Peter Gibson, an artist who has helped with sets in the past has volunteered to help with the painting as well.</p> <p>The t-shirt sales did really well and the PPO received positive feedback about the clothing. PPO will consider repeating this event in future years.</p> <p>The twin day fundraiser raised 74\$. The group discussed how to improve this event and the communication to parents surrounding it.</p>
2021-2022 School Calendar, Revised School Fees, School Supply List, Student Agenda, Graduation Dates for Pre-K, Kindergarten and Grade 6 and End of Year Fun Day Activities	All were presented by the principal, moved, seconded, and approved by the Board.
Sun Youth and ZooTherapy Programs	The Board agreed to author letters of support for Mr. Rubens and Francious Lukawecki in support of their leadership and service regarding the Sun Youth and ZooTherapy programs respectively.
June	
Hot Lunch Provider	Johnny Piazza presented the services of Le Doral and answered questions from board members. He informed the board members that all meals are hand made in homemade style and prepared the morning of. Every day, each child is offered three choices, two of which do not repeat more than once per month and one of which is a 'safe bet' choice which is the same every day of a given week. Vegetarian options are available upon request. A home delivery program is available for families. Parents are sent a notification monthly when the menu is ready, at which point they can log into the online platform and select meals. The preferred deadline for orders is before the start of the month, but orders can be added or cancelled the morning of. One meal size is available, which follows recommended guidelines. Le Doral provides the school with 3 extra meals daily. Following his presentation, it was moved by Kalli Kiriazidis, seconded by Myriam Chevarie-Davis and unanimously resolved that Le Doral be awarded the contract for 2021-2022.
Front Yard Update	Dorothy Ostrowicz reported that the contract for the work has been put out to tender by the architect and the contractor should be known within the next 2-3 weeks. The work is planned for August. The graffiti removal will be postponed so that it can be completed after the front yard work has been completed.

	this distribution was moved by Arron Neal, seconded by Kalli Kiriazidis and unanimously resolved.
Budget Forecast for 2021-2022 / End of Year Budget	Dorothy Ostrowicz presented the projected budget for next year. It was moved by Arron Neal, seconded by Myriam Chevarie-Davis and unanimously resolved that the budget be adopted. Dorothy Ostrowicz presented the end of year budget for 2020-2021. It was moved by Arron Neal, seconded by Kalli Kiriazidis and unanimously resolved that the budget be adopted.
Apple Picking	Josie Sabelli suggested organizing an apple picking trip for students in the fall, if allowed by public health measures. Approval of this suggestion was moved by Josie Sabelli, seconded by Arron Neal and unanimously resolved.
Anti-Bullying Measures	Parents expressed wanting to know more about the school's policies regarding bullying and wanting to have more tools for dealing with bullying situations. Dorothy Ostrowicz mentioned that the policies are available on the website, that there are behavioral technicians as well as Mr Rubens present at school to help resolve conflicts and that outside of the pandemic, anti-bullying workshops were organized. Parents are encouraged to bring any bullying concerns up to the principal. This topic will be further discussed in the new year.

Adopted by the Governing Board on:

September 28, 2021


Principal


Governing Board Chair

Bancroft School

The
Little School...



...With
the Big Heart

4563 St-Urbain, Montreal, Quebec H2T 2V9 Tel.: 514-845-8031 Fax: 514-845-4352

Bancroft Governing Board Meeting Agenda October 25, 2021; 7:00 PM ET

Meeting Details:

Format + Location: In-Person, Bancroft School - 4563 St. Urbain, Montreal, QC H2T 2V9
Members of the parent community that wish to attend must RSVP at least 24 hours in advance to bancroftgovboard@gmail.com

Invited Participants: **Governing Board:** Arron Neal (Chair), Jess Conn-Potegal (Vice Chair), Michelle Pomeroy (Secretary), Veronica Reis (Treasurer), Esther Yang (EMSB Parent Committee Delegate), Yannick Riopel (Alt. EMBS Parent Delegate)
Governing Board Alternate: Andrea Lowry
Community Representative: Rubens Ernest (absent)
Bancroft Staff: Myrienne Lusignan (Principal), Josie Sabelli, Luc Loiselle, Christina De Sousa, Charles Martin (Teachers), Elizabeth Pellicone (Support Staff), Elena Lato Difranco (Daycare)

Agenda:

7:00 PM ET: Welcome and Good News

7:05 PM ET: Adoption of Today's Agenda

7:10 PM ET: Adoption of **September Meeting Minutes** with revision of Safe School Action plan to be moved forward on agenda
Motion: Arron (Chair)
Seconded by: Josie
All those in favour: unanimously resolved

Adding note about availability of French

Motion: Arron (Chair)
Seconded by: Jess
All those in favour: unanimously resolved

7:15 PM ET: **Business Arising from the Minutes**

- **GB Sample Rules of Conduct** – For Discussion/Adoption
Motion to adopt rules: Chair
Second: Josie
All in favour: unanimously resolved

- **Rules of Internal Management** – For Discussion/Adoption
Motion to update rules to revise meetings monday at 6:30 with the option to determine format for next meeting (i.e virtual or in-person)

Motion to adopt rules: Chair

Second: Jess

All in favour: unanimously resolved

- Chair to add rule for number of absences allowed by GB member
- GB Member Roles & Responsibilities – Informational
- Bancroft Front Yard Update - Informational
- Approval of Partnership with Sun Youth - Informational

7:45 PM ET:

October Reports

- Chairperson Report (5 minutes) - Virtual Governing Board Meeting
- Principal's Report (8 minutes) - Ministry Recovery Plan (2 report cards), New Essential Knowledges, Educational Project will be reported on, school news (320 students - 106 are temp stay students, 35 with learning difficulty codes, 61 on IEP), progress report Nov 19 virtually on Mosaic, construction update (roofing), school activities, cbc contest, Open House November 19 online format tbd
- Teachers Report (5 minutes) Storyteller, Pre-K toys, STEAM for KDG
- GB Treasury (8 minutes) (rollover from 2020/2021 \$280 +\$250 for operating budget)
 - Adoption of GB 2021-2022 operating budget

Motion to adopt \$250 operating budget for 2021-2022

Motion: Veronica

Second: Arron

All in favour: unanimously resolved

- Commissioner Reports (5 minutes) -
- EMSB Parents Committee (5 minutes) - First Thursday of the month
- PPO Update – (5 minutes) - School cleaning, TCBY \$870 current \$1200 projected, Walk-A-Thon \$8953 sun youth/play/school activities

Motion to donate \$3000 to Sun Youth

Motion: Veronica

Second: Josie

All in favour: unanimously resolved

- Apparel sale update - projected at \$900
- Pizza (150 participants)
- Scholastic Book Fair November 22-24

8:30 PM ET:

New Business

- PPO Items For Approval - No items for approval - Holiday breakfast update
- Prime Minister's Teacher Award for M. Francois
- Daycare/PED Day Activities For Approval

Motion to approve Daycare PED Days Fees and Activities

Motion: Arron

Second: Josie

All in favour: unanimously resolved

- School Field Trips For Approval
- Provisional Budget - Tabled

Motion to extend meeting by 15 minutes

Motioned by: Arron

Second: Jess

All in favour: unanimously resolved

- Renewal of Safe School Action Plan for 2021-22 academic year (includes issues such as bullying, building security, winter play in North yard) - For Discussion

- Safe school action plan revision will allow GB and parents to look at Action Plan and to contribute
- *Approval of the Safe School Action Plan will be sought in November*

Motion to extend meeting by 5 minutes

Motioned by: Arron

8:45 PM ET: Public Question Period

8:50 PM ET: Varia

8:55 PM ET: Recap Action Items and Next Meeting Date/Time

- Next Meeting on November 29, 2021 @ 6:30PM ET virtual
- Arron to send all archived minutes to Myriane for school website
- Arron to update rules of management
- Michelle to amend September minutes to reflect that they can be made available in French
- Myriane to confirm operating budget
- Esther to ensure EPCA meeting information is communicated with Yannick
- Myriane to include Pizza day and book fair updates on next newsletter
- Provisional budget tabled
- Continue to liaise with the GB and PPO regarding the Prime Ministers Teachers Award nomination for Mr. Francois.

9:00 PM ET: Meeting Adjourned

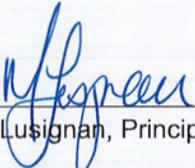
Motion: Arron

Second: Veronica

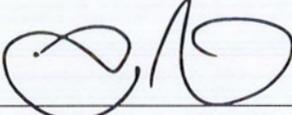
All in favour: unanimously resolved

****Governing Board minutes can be made available in French by request****

Signatures:



M. Lusignan, Principal



A. Neal, Chair

Bancroft School

The
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Bancroft Governing Board Meeting Agenda September 28, 2021; 7:00 PM ET

1) Welcome

Meeting called to order by Myrienne Lusignan, Principal

2) Meeting's Secretary

Attendees asked to volunteer for meeting Secretary

Secretary: Michelle Pomeroy (volunteered)

Moved by: Arron Neal

Seconded by: Jess Conn-Potegal

All those in favour: unanimously resolved

3) Overview of G.B. Elections

Myrienne discussed the process by which the G.B. elections would occur and asked interested candidates to briefly introduce themselves, involvement within the school, and reasons for wanting to be a part of the G.B.

4) Candidate introductions/speeches

Candidate speeches

5) Voting

a) Results tallied and shared. Newly elected G.B. members are as follows: Michelle Pomeroy (2 years), Jess Conn-Potegal (2 years), Esther Yang (2 years), Yannick Riopel (1 year). Alternate for G.B. Andrea Lowry.

b) Motion for one member of the new G.B. to act as liaison to the Central Parents Committee. Esther Yang volunteers. Unanimously resolved. Yannick Riopel is moved as Alternate. Unanimously resolved.

6) Chair of PPO, Veronica Reis, describes the role of PPO to attendees and Mme. Lusignan explains the relationship between the PPO and the G.B.

7) Voting for PPO in 2021/22 school year

Motion brought forth for the continuation of a PPO at Bancroft. Unanimously resolved for the PPO to continue into the 2021/2022 school year.

8) First agenda items of new G.B.

c) Electronic approval by G.B. members (as needed). Must have clear timeframe by which members need to view and vote on by email

- i) Motion: Arron Neal
- ii) Seconded: Jess Conn-Potegal
- iii) All in favour: unanimously resolved

12) Community Representative

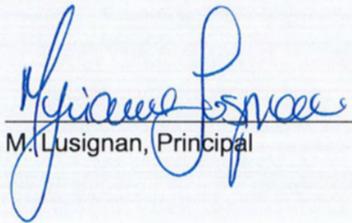
Request to begin brainstorming for a community member to join G.B. as Community Representative

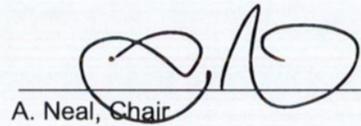
13) Ajournement and Next Meeting

Next meeting will occur **Monday October 25th**, in-person at 19:00h

****Governing Board minutes can be made available in French by request****

Signatures:


M. Lusignan, Principal


A. Neal, Chair