



**Crestview Elementary School  
Minutes of the Governing Board  
Wednesday, March 12, 2025**

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**Present:**

Kathryn Katsaros, Laura Orzea, Nathalie Seukpanya, Michelina Scala, and Lily Stratakos

**Regrets:**

Kelly Angelis, Jennifer Arruda, Kassandra Beauchamp, George Kamvosoulis, Diana Mastroianni, Manal Mitwalli, Marta Neves, and Sherina Ponnampalam

Community Representatives: Konstantinos Merakos and Spyridonas Pettas

**Guests:** None

**Principal:** Irene Tsimiklis

**Secretary:** Effie Kontakos

**1. Call to Order / Verification of Quorum:** Lily Stratakos called the meeting to order at 7:12 pm. Quorum was verified and met. Documentation for the meeting had been emailed to all the members. The meeting on February 20<sup>th</sup> was rescheduled to March 12, 2025, by consensus.

**2. Approval of Agenda:** There were two additions.

*CES-GB120325-01: Laura Orzea motioned for the Crestview Governing Board to adopt the agenda with the additions, Kathryn Katsaros seconded, unanimous. Motion carried*

**3. Approval of Minutes of January 16, 2025:** No amendments were made.

*CES-GB120325-02: Michelina Scala motioned for the Crestview Governing Board to adopt the Crestview GB Minutes of January 16, 2025, Nathalie Seukpanya seconded, 4 in favour and 1 abstention. Motion carried*

**4. E-votes**

**4.1 E-vote – Defi Course Field Trip:** The e-vote was on February 19, 2025, to approve the Defi Course Field Trip. Classes EIC 1, EIC 2, SE1, SE2, and SE3 will be visiting Centre de la Nature on June 3, 2025. Transportation by bus.

*CES-GB190225-EV01: Marta Neves motioned for the Crestview Governing Board to approve the Defi Course Field Trip on June 3, 2025, to Centre de la Nature, for the EIC 1, EIC 2, SE1, SE2, and SE3 classes, as presented, Diana Mastroianni seconded, 11 in favour and 1 abstention. Motion carried*

**4.2 E-vote – Espace Pour La Vie Field Trip:** The e-vote was on February 27, 2025, to approve the Espace Pour La Vie Field Trip. The Grade 6 students will be visiting the Biodome, Planetarium, and Botanical Gardens on May 26, 2025. The trip is aligned with the GHC curriculum. There will be 35 students with 8 adults – 7:1 supervision ratio. Transportation by bus.

*CES-GB270225-EV02: Laura Orzea motioned for the Crestview Governing Board to approve the Espace Pour La Vie Field Trip on May 26, 2025, to the Biodome, Planetarium, and Botanical Gardens for the Grade 6 students, as presented, Nathalie Seukpanya seconded, 10 in favour and 2 abstentions. Motion carried*

**5. Business Arising**



**5.1 Catering:** Quebec Pizza has a lunch catering program. The meals are \$6 tax included. All meals are the same price and size. Meals are cooked fresh daily before being delivered to the school and meals are never frozen. Sample meals were provided for the meeting. The catering provider for Crestview this year is Merenda. The new prices for Merenda were reviewed and there was an increase. The members discussed the catering services offered.

*CES-GB120325-03: Michelina Scala motioned for the Crestview Governing Board to approve a new catering service, Quebec Pizza Catering, for the next school year 2025-2026, for Crestview Elementary, Nathalie Seukpanya seconded, 4 in favour and 1 abstention.*  
*Motion carried*

## **6. New Business**

**6.1 Criteria for the Selection of a Principal 2025-2026:** The Criteria for Selection of a Principal for 2024-2025 had been emailed to all the members prior to the meeting. The members discussed the Criteria for the Selection of a Principal for 2025-2026 and made amendments. The response to this consultation will be submitted to SWLSB.

*CES-GB120325-04: Kathryn Katsaros motioned for the Crestview Governing Board to approve the 2025 – 2026 Criteria for the Selection of a Principal for Crestview Elementary, as presented, Nathalie Seukpanya seconded, unanimous.*  
*Motion carried*

### Criteria for the Selection of a Principal 2025-2026 for Crestview Elementary School

1. A minimum of 5 years experience as a school administrator and a minimum of 7-10 years experience as a teacher.
2. Experience with teaching special education and working with students with social, emotional, and behavioral difficulties would be an asset. As well as knowledge regarding best teaching practices -instruction, accommodations, and interventions for students with learning difficulties, Autism Spectrum Disorders, and social, emotional and behavioral challenges.
3. Experience leading and supporting a diverse staff (vice principal, professionals, teachers from various streams, special education technicians, attendants, daycare educators etc.) and willing to work as a team and maintain ongoing open communication with the various staff members.
4. The principal should be open to professional development and have a willingness to organize and lead professional development for staff to facilitate school culture and promote evidence-based practices and collaboration between all staff members.
5. When considering a new position for Principal or Vice-Principal at Crestview Elementary, an existing administrator must be present during the interview process.
6. We strongly recommend that Crestview Elementary retain a Vice-Principal as a permanent position in the Crestview Elementary administration, to support the many responsibilities associated in the role of the principal. Regardless of the number of students attending the school, Crestview Elementary is unique, requiring a Vice-Principal, and it is a critical position needed to adequately support the diverse needs of the students.

**6.2 Make A Wish:** Make A Wish reached out to CHASA in the fall. The child would be in our community. CHASA would like to do a joint venture, Movie Night, with Make a Wish and Assista. All profits raised would be shared with Assista and Make a Wish. The date selected was May 23, 2025, and rain day, is scheduled for June 13, 2025.

*CES-GB120325-05: Michelina Scala motioned for the Crestview Governing Board to approve the Movie Night on May 23, 2025, for Assita and Make a Wish, and rain day June 13, 2025, as presented, Kathryn Katsaros seconded, unanimous.*  
*Motion carried*



**7. Field Trips:** None.

**8. Rentals:** None

## **9. Reports**

### **9.1 Principal's Report:**

#### School Information

- Preparing for Parent Teacher on May 27<sup>th</sup>.
- Report cards will be online as of March 15<sup>th</sup>.
- Some teachers are doing curriculum night.
- Grade 6 student will organize a bake sale.
- Grade 6 students will be greeters.
- Lost and Found will be prepared for parents to claim items / clothing.

#### School Organization 2024-2025

- 9 Mainstream – Pre-K & Kindergarten, Grade 1 (2 classes), Grade 2, Grade 3 (2 classes), Grade 4, Grade 5, and Grade 6.
- 12 Specialized classes – Special Education (6 classes following a modified program), Low Ratio – LR1, LR2, LR3, and 1 Language class (following a mainstream curriculum).

**9.2 Day Care Report:** Tabled.

**9.3 Parents' Committee Delegate:** Report given by Laura Orzea.

- Consultation and school calendar discussed. School Calendar was standard – similar to this year.
- MEQ Budget reductions were reviewed.
- In high school, the Reach Back Credit will no longer be in effect. In the past, if Sec. 3 students failed a subject, for example Math, they were placed in Sec. 4 Math, and if they passed Sec. 4 Math, they would get credit for their Sec. 3 Math. This will no longer be implemented.
- Crestview can submit 'Shout Outs'.
- Allô Prof offers tutoring services.
- Next PC meeting is March 13<sup>th</sup>.

**9.4 Home & School Report:** Report given by Nathalie Seukpanya.

- Comedy Night on March 28<sup>th</sup>. Will be holding an auction for items that will begin before that night and the bidding will close at the event.
- Raffles will be structured differently - raffles will be purchased and coupons could be placed in the prize of their choice. Prizes to be won - restaurants, memorabilia, Montreal Meats, and Ninja and Shark products (Grills, Ninja Creami, Ninja Slushi, Vacuum, and Hair Styling).
- Thank you to Jennifer that was able to get the donations of the Shark and Ninja products.
- Movie Night will be on May 23<sup>rd</sup> as already discussed.
- For Easter, will prepare treats for the students with Grade 6 students helping prepare them.
- Need a volunteer to wear the bunny suit CHASA has.
- Will purchase a printer for the special education classes.
- Presently, the Grade 6 students are having a pretzel kit fundraiser.
- The next Grade 6 fundraiser will be a chocolate fundraiser. Two tickets to Elevation will be given as a prize to participating students in the chocolate fundraiser.



**9.5 Chairperson's Report:** Report given by Lily Stratakos

- I would like to add a special meeting for the Governing Board members to discuss the criteria for enrolment, specifically for the specialized setting. The date selected was Wednesday, April 2, 2025, at 7 pm.

**9.6 Treasurer's Report:** There have been five meetings to date.

**10. Question Period:** None.

**11. Varia:** A safety concern was raised regarding the safety and driving conduct of a driver of one of our vans during dismissal time at the end of the day. Going forward, it is important to take the number of the van and report it to the administration.

**12. Correspondence:** None

**13. Confirmation of Date of the Next Meeting:** The next Crestview Governing Board meeting is scheduled for Thursday, April 24, 2025, at 7 pm.

**12. Adjournment:** The meeting was adjourned at 9:05 pm.

*CES-GB120325-06: Nathalie Seukpanya motioned for the Crestview Governing Board to adjourn the meeting at 9:05 pm, Michelina Scala seconded, unanimous. Motion carried*

*Lily Stratakos*

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Lily Stratakos  
Chairperson

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Irene Tsimiklis  
Principal

*Effie Kontakos*

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Effie Kontakos  
Secretary