



Crestview Elementary School  
Minutes of the Governing Board  
Thursday, October 24, 2024

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**Present:**

Jennifer Arruda, Kathryn Katsaros, Diana Mastroianni, Marta Neves, Laura Orzea, Michelina Scala, Nathalie Seukpanya, and Lily Stratakos

**Regrets:**

Kelly Angelis, Kassandra Beauchamp, George Kamvosoulis, Manal Mitwalli, and Sherina Ponnampalam  
Community Representatives: Konstantinos Merakos and Spyridonas Pettas

**Principal:** Irene Tsimiklis

**Vice-Principal:** Nadine Vogel

**Secretary:** Effie Kontakos

**1. Call to Order / Verification of Quorum:** Lily Stratakos called the meeting to order at 7:10 pm. Quorum was verified and met. Documentation for the meeting was distributed. By consensus, the GB meeting scheduled for October 17<sup>th</sup> was rescheduled to October 24, 2024.

**2. Approval of Agenda:** Additions were made – 4.3 E-vote and 4.4 Sablon.

*CES-GB241024-01: Kathryn Katsaros motioned for the Crestview Governing Board to adopt the agenda with the additions, Marta Neves seconded, unanimous. Motion carried*

**3. Approval of Minutes**

**3.1 Minutes of September 19, 2024:** No amendments were made.

*CES-GB241024-02: Kathryn Katsaros motioned for the Crestview Governing Board to adopt the Crestview GB Minutes of September 19, 2024, Diana Mastroianni seconded, 6 in favour and 2 abstentions. Motion carried*

**4. Business Arising**

**4.1 Internal Rules of Procedure:** The Internal Rules had been emailed to all the members for review. By consensus, it was approved that the Chairperson has the right to vote, in addition to the casting vote. Amendments to the Internal Rules were made to clarify and specify that the Chairperson maintains the right to vote at the GB meetings. The Internal Rules of Procedure is a working document. If necessary, changes may be made throughout the school year.

*CES-GB241024-03: Michelina Scala motioned for the Crestview Governing Board to approve the Crestview Internal Rules of Procedure, Nathalie Seukpanya seconded, unanimous. Motion carried*

**4.2 Adoption of GB Annual Report:** Nathalie Seukpanya presented the Crestview GB Annual Report for 2023-2024. It was distributed to all the members.

*CES-GB241024-04: Michelina Scala motioned for the Crestview Governing Board to adopt the Crestview Governing Board Annual Report for 2023-2024, Marta Neves seconded, unanimous. Motion carried*

**4.3 E-vote – Gymnasium Rental:** The e-vote was on October 4, 2024. It was for the rental of the gymnasium on October 19, 2024, from 9 am to 5 pm.

*CES-GB041024-EV01: Nathalie Seukpanya motioned for the Crestview Governing Board to approve the rental of the gymnasium on October 19, 2024, from 9 am - 5 pm, as presented, Diana Mastroianni seconded, 10 in favour and 2 abstentions. Motion carried*



**4.3 Sablon:** Sablon is holding a free Halloween party for the Community on October 31, 2024. It will be held outside from 4 – 6:30 pm. Parents need to register.

## 5. New Business

**5.1 Deeds Of Establishment:** The Deed of Establishment for 2025-2026 had been emailed to the members to review. The consultation period is from September 30, 2024, to November 28, 2024. It was reviewed. Last year's recommendation was an amendment to add that Crestview Elementary has Special Education classes which may include Modified MEQ Level of Instruction. The GB would like to resubmit this recommendation.

*CES-GB241024-05: Nathalie Seukpanya motioned for the Crestview Governing Board to approve the 2025-2026 Crestview Elementary Deed of Establishment, as presented, and that the governing board would like to make a recommendation to add that Crestview Elementary has 12 Special Education classes which include Modified MEQ Level of Instruction and CASP, Marta Neves seconded, unanimous. Motion carried*

**5.2 The Three-Year Plan:** The Three-Year Plan for the Allocation and Destination of Immovables of the Sir Wilfrid Laurier School Board for the years 2025-2026, 2026-2027, 2027-2028 had been emailed to the members to review. The Crestview Governing Board would like to make a recommendation to include Modified MEQ Level of Instruction and CASP. The MEQ capacity is skewed and should reflect the weighted number of students. Furthermore, if this is taken into consideration, Crestview Elementary is over capacity.

*CES-GB241024-06: Michelina Scala motioned for the Crestview Governing Board to approve the Three-Year Plan (2025-2026, 2026-2027, 2027-2028) for Crestview Elementary, as presented, with the recommendation to make an amendment to the Level of Instruction to include that Crestview Elementary has 12 Special Education classes which include Modified MEQ Level of Instruction and CASP, Laura Orzea seconded, unanimous. Motion carried*

**5.3 ABAV Plan:** Nadine Vogel presented the Anti-Bullying Anti-Violence, (ABAV), End-of-Year Evaluation. It was distributed at the meeting. Point of information. This had been presented to the Crestview Governing Board in May.

**5.4 Educational Project:** Irene Tsimiklis discussed the Educational Project.

Mission – Helping Every Child Shine and Vision – Promote Lifelong learning

Objectives were highlighted:

- (1) To promote research based and targeted interventions to improve student's reading and writing skills in English Language Arts and French;
- (2) To develop social communication skills by working on multiple functions of communication; and
- (3) To improve social emotional learning by explicitly teaching self-awareness (using programs such as the Zones of Regulation).

**5.5 Services to our Special Needs Students:** Irene Tsimiklis discussed the Crestview Student Integration Support Plan. The Integration Plan aims for the least restrictive environment for the students at Crestview Elementary. An Integration Aide will support students that are being placed in mainstream. The goal is for the student to function in a mainstream class with little support. The school team decides the integration for the student. The protocol needs to be clear.

*CES-GB241024-07: Michelina Scala motioned for the Crestview Governing Board to approve the Student Integration Support Plan for Crestview Elementary, Nathalie Seukpanya seconded, unanimous. Motion carried*



**5.6 Dedicated Measures:** Irene Tsimiklis presented the Dedicated and Protected Measures for Crestview Elementary School for 2024-2025.

### Crestview Elementary MEES Dedicated and Protected Measures 2024-2025

WHEREAS the 2024-2025 Initial Budget Parameters provide a list of protected and dedicated measures to be transferred to schools and centres;

WHEREAS the Governing Board must adopt a resolution confirming the amount transferred to the school / centre for each dedicated measure;

WHEREAS school principals / centre directors have been informed of the budgetary rules for each applicable measure and of the respective, prescribed budgets allocated for transfer to each school / centre for the school year 2024-2025;

WHEREAS The Resource Allocation Committee (RAC) has made its recommendation to the Council of Commissioners for distribution of some measures;

WHEREAS the school / centre's governing board adopts the annual budget as per the Education Act (Chapter 1-13.3, s.95, s96.24); and

MOVE THAT on the recommendation of the school principal / centre director, it is moved by Laura Orzea, seconded by Kathryn Katsaros, and carried unanimously, that the amounts for the following budgetary measures have been transferred to the school / centre for the 2024-2025 school year, and

THAT the Governing Board adopt the following confirmed amounts of each budgetary measure destined for transfer to the school centre:

| <b>CES Dedicated and Protected Measures 2024-2025</b> |                                   | <b>Allocation</b> | <b>Condition</b> |
|---|-----------------------------------|-------------------|------------------|
| <b>Name of Grant / Measure</b>                        |                                   | <b>Amount</b>     |                  |
| 15011   | Agir Autrement                    | \$7,067           | Dedicated        |
| 15012   | Social Solidarity                 | \$14,635          | Protected        |
| 15014   | Secondary Aide                    | \$1,186           | Dedicated        |
| 15015   | Reading and Writing               | \$26,295          | Dedicated        |
| 15021   | Support Consolidation of Learning | \$5,636           | Protected        |
| 15023   | On the Move                       | \$6,383           | Dedicated        |
| 15024   | Parent Activities                 | \$3,161           | Dedicated        |
| 15025   | Minimal Service to Schools        | \$141,224         | Dedicated        |
| 15031   | Anti-Bullying                     | \$926             | Protected        |
| 15103   | Read in School Volet 1            | \$2,431           | Protected        |
| 15103   | Read in School Volet 2            | \$3,051           | Protected        |
| 15186   | School Outings                    | \$5,894           | Protected        |
| 15231   | Accessible and Inspiring School   | \$11,843          | Dedicated        |
| 15312   | Integration EHDA                  | \$1,878           | Dedicated        |
| 18014   | Capital Fund for Measures         | \$3,271           | -                |
| 30012   | Daycare Preparation Fund          | \$810             | Dedicated        |
| <b>TOTAL</b>  |                                   | <b>\$235,693</b>  |                  |

**CES-GB241024-08 Motion Carried**

The Crestview Elementary School Dedicated and Protected Measures resolution was carried unanimously at the Crestview Elementary Governing Board meeting held on Thursday, October 24, 2024, at the school.



**5.7 Parent Workshop:** Crestview Elementary has scheduled a Proloquo2Go Parent Training for November 12, 2024, from 7 – 8 pm. The Crestview Governing Board would like to approve a budget not exceeding \$500 per workshop for catering, childcare, and rendering services. The Dedicated Measure for Parent Activities is \$3,161.

*CES-GB241024-09: Kathryn Katsaros motioned for the Crestview Governing Board to approve a budget of \$500 for the Proloquo2Go Parent Workshop on November 12, 2024, for catering, childcare, and rendering services, Nathalie Seukpanya seconded, unanimous. Motion carried*

**6. Field Trips:** None

**7. Question Period:** None

**8. Reports:**

**8.1 Principal's Report:**

Pedagogy

- Educational Project – Objectives will be discussed at staff meeting.
- Best practices for students – what has worked, what has not, have 10 months.

Lockdown

- Held a staff meeting to discuss lockdown procedures and police attended the meeting.
- There will be a lockdown for students and families will be notified in advance.
- However, first there will be small meetings with students before the lockdown is conducted with the police.

Assemblies

- Every Child Matters Assembly and students were given donuts
- Will continue with character building assemblies.

Upcoming

- Halloween Parade.
- Book Fair will be on November 15<sup>th</sup>.
- Laval Rockets visiting the school on November 5<sup>th</sup>.
- School picture retakes on November 6<sup>th</sup> or 13<sup>th</sup>.
- Parent Teacher night – November 21<sup>st</sup>.
- Agape Holiday collection and

**8.2 Day Care Report:** Report given by Diana Mastroianni.

- Currently have higher enrolment 56 users with 53 being full time.
- Have 2 groups – juniors and seniors.
- New Program Aide de Classe gave 70 extra hours to educators during class time.
- Attendance for PED days is good. Had Pizza activity and bouquet of chocolate on PED days.

Extra-Curricular Activities

- Auditions for a play Treasure Island. 9 students auditioned and had 2 callbacks.
- Present ECAs – soccer, karate, Mad Science and Stagecraft.
- Next session looking into having basketball.
- Parents requesting arts and crafts and creative activities.
- ECAs such as Greek and Italian are interesting for parents and less interesting to students.



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

- Last meeting was mostly for elections.
- Delegates were asked to answer questions regarding Deeds of Establishment and the Three-Year Plan.
- Some dates for Crestview GB meetings conflict with the PC meeting dates.

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

- Fun Fest was not a fundraiser – went well.
- Pumpkins were purchased for the classes.
- Home & School fundraising for air conditioning on the second floor.
- Teachers have been given a \$75 allocation.
- Will decorate the stage for Halloween as a haunted house and students will be given a witch's hand of treats.
- Will have Santa visit Crestview and will offer family portraits.
- Will have a Holiday breakfast in December buffet-style.
- Upcoming Felix and Norton fundraiser.

**8.5 Chairperson's Report:**

- School Board elections are on November 3<sup>rd</sup> – the candidates James Di Sano, Adam Gordon, Desiree Ramacieri, Rosa Fuoco, Heather Appleby and Luigi Lapolla.
- Crestview will be a voting station.

**8.6 Treasurer's Report:**

- The Crestview GB Budget is approximately \$500.

**9. Varia:**

**9.1 Date of GB Meetings:** By consensus, the meetings In November and December were rescheduled to November 26<sup>th</sup> and December 10<sup>th</sup>.

**10. Correspondence:** None.

**11. Confirmation of Date of the Next Meeting:** The next GB meeting is scheduled for November 26, 2024, at 7 pm.

**12. Adjournment:** The meeting was adjourned at 9:47 pm.

*CES-GB241024-10: Marta Neves motioned for the Crestview Governing Board to adjourn the meeting at 9:47 pm, Kathryn Katsaros seconded, unanimous. Motion carried*

*Lily Stratakos*

Lily Stratakos  
Chairperson

Irene Tsimiklis  
Principal

*Effie Kontakos*

Effie Kontakos  
Secretary