

Royal West Academy 2016-2017

GOVERNING BOARD MEETING

Minutes – April 20, 2017



Minutes of the Royal West Academy Governing Board meeting held on **Thursday, April 20, 2017** at 7:00 pm in the library of Royal West Academy, 189 Easton Avenue, Montreal West (Québec).

MEMBERS PRESENT		
Lori Rinaldi (Parent / Chairperson)	Anjali Abraham (Teacher)	Elysia Bryan-Baynes (Community Rep.)
Michael Delis (Parent / Vice Chair)	Andrea Dillon (Teacher)	Dr. Sharma (Community Rep.)
Arzine Brochu (Parent / Secretary)	Marie-Alessia Zuccaro (Teacher)	
Norm Gharibian (Parent / Parent Delegate)	Gloria Koyounian (Teacher)	
Anne Monereau (Parent / Treasurer / Parent Alternate Delegate)	Patricia Taylor (Support Staff)	
Michael Mendelson (Parent)	Dimitra Dimopoulos (Guidance Dept.)	
Deidre Dimock (Parent)		
ALSO PRESENT		
Tony Pita (Principal)	Steven Manstavich (Vice-Principal)	
REGRETS / ABSENT		
Ryan Ortiz (Parent)	Daniel Dupuis (Teacher)	Chantal Juhasz (Vice-Principal)
	Sheila Macleod (Teacher)	Joseph Lalla (Commissioner)
	Sam Galler (Student Representative)	
	Jennifer Lynch (Student Representative)	

1. Welcome

Meeting was called to order at 7:02 pm by Lori Rinaldi.

2. Adoption of the Agenda

Motion to adopt the Agenda:

Moved by G. Koyounian; seconded by N. Gharibian

VOTE RESULT: 13-0-0 (format: IN FAVOUR-AGAINST-ABSTENTION); UNANIMOUSLY CARRIED

3. Adoption of Minutes of March 27, 2017

Motion to adopt the March 27, 2017 meeting minutes with the following changes:

- i. Header correction: should be March 27, 2017

Moved by A. Monereau; seconded by M. Mendelson

VOTE RESULT: 11-0-2 (format: IN FAVOUR-AGAINST-ABSTENTION); MOTION CARRIED

4. Business arising from the minutes

4.1. Update Technology Portal Sub-Committee

i. Schoology Enterprise – EMSB Update (T. Pita)

- Mr. Pita conveyed that it will not be possible to procure funding from the Board to help with the costs associated with RWA's conversion to the Enterprise version of Schoology. At this time, EMSB Pedagogical Services is working on developing GRICS as the system used in some schools.
- Schoology has agreed to split the contract in two (for the initial costs). This will enable partial payment by April 30th and the balance to be settled by June 30th.
- 3 account administrators will be identified and will be the contacts with Schoology. There was a possibility of adding more administrators at a cost of \$2,000 USD. RWA has opted to stick with 3. André Vamvakas, who had offered to help, will likely act as the lead Enterprise System Administrator.



- Contract will be renewable yearly on September 1st.
- Schoology Enterprise's \$10 USD per User fee has been in effect for 15 years.
- ii. **Funding Decision and Next Steps**
 - New installation process will begin imminently. This usually takes 4-6 weeks but for RWA should be around 2-4 weeks.
 - Will involve our point of contact at Schoology who will facilitate:
 - o scoping the classes;
 - o preparing data files;
 - o implementation;
 - o training;
 - o etc.
 - Discussion ensued between GB members:
 - Q: Is there any guarantee that price will remain @ \$10 USD? Should this be negotiated?
 - A: No written guarantee; we can ask; however, price has not changed for last 15 years.
 - Q: What if we implement Enterprise and do not like it. Can we go back to free version?
 - A: Contract is for one-year at a time; nothing prohibiting us from reverting to free version. They are just transferring our data; we always have the option of not renewing.
 - T. Pita: We will upload once per year, when our information is confirmed and ready.
 - Q: Enterprise implementation will begin May 1st, will it affect current users/usage?
 - M. Delis: Not at all. Enterprise is its own entity. It is a development environment that will go live in September, 2017.
 - Q: Are there any issues regarding not sending this out for tender?
 - T. Pita: Cost for this will be over my signing authority. Anything over \$5k must get competitive bids. This had to be categorized as a 'sole provider' contract which will involve completing a 'sole-source provider' form; a one-page document from the Board. Because of the timeline, it will go to the Board for approval once we pay for the Users.
 - Q: Is there a possibility that in the future GRICS will be imposed by the Board as the system to use?
 - M. Delis: GRICS was not good.
 - T. Pita: GRICS has no competition in Canada so they have not developed their system well or as they should to keep up with the USA solution providers. It will take a long time before it ever gets fully developed and used Board-wide.
 - Q: Our contract is for 900 Users, what if we have 890 this September?
 - A: We are locked-in for 900 Users for 2017-2018. This will be redefined yearly.
 - Comment from a GB teacher member: As a teacher, I began posting videos and that went very well. I look forward to all that will be able to be done with the Enterprise version.
 - Staff council had voted to recommend upgrading to the Enterprise version in Nov. 2016.
 - In order to fund the per-User fee for the Enterprise version of Schoology, GB members agreed to an increase in the student fee.

Motion to increase the annual student fee in September 2017 by \$15; from \$325 to \$340, in order to fund the per-User fee for the Enterprise version of Schoology as per the Portal Subcommittee recommendation

Moved by N. Gharibian; seconded by A. Monereau

VOTE RESULT: 13-0-0 (format: IN FAVOUR-AGAINST-ABSTENTION); UNANIMOUSLY CARRIED

5. Reports

5.1. Principal

- i. Congratulations to our student representatives at the Hydro Quebec Montreal Regional Science & Technology Fair. All 11 students from RWA were recognized with various prizes. Congratulations to the students and the Science Department for making us proud!



- ii. Grade Level Trips for Sec IV and V took place during the week of April 3-7 and were by all accounts successful. No problems at the US border, despite concerns from a few parents. Thank you to all the chaperones and in particular the Trip Organizers – Mr. Diacoumacos and Mr. Aiken.
- iii. Parents and Administrators enjoyed an entertaining evening at the EMSB Volunteer Reception on April 4 at Place Volare. Twenty parent volunteers from RWA were present – a larger group than past years. We would like to reiterate our appreciation of all our volunteers that make RWA a strong and welcoming community dedicated to enriching the high school experience for our students.
- iv. Once again, the Home and School under the leadership of Mr. Mendelson and Ms. Cawthorn hosted a volunteer painting week-end. The dedicated parents were able to paint 4 classrooms and the doors of the computer labs.
- v. Congratulations to the RWA Midget Boys Badminton Team. They captured the gold medal and GMAA championship this past week. Special thanks to Mr. Dufault for his efforts as coach.
- vi. Staff and alumni showed off their acting skills for a good cause! Under the direction of Mr. Doug Floen, they treated a full house to an entertaining evening of murder mystery on the second of two nights. All proceeds went to the RWA Foundation in support of our auditorium renovation project. Thank you to everyone that made this event possible.
- vii. On April 19 RWA members of the We R One group led by Ms. Trehin, Spiritual Community Animator, were hosted by Ford at the Ford dealership on St. Jacques Street. RWA participation was as a result of their fundraising efforts during the WE Scare Hunger Campaign in this past fall. Students collected one ton of non-perishable food in support of the NDG Food Depot. RWA efforts resulted in the St. Jacques Ford dealership collecting the most food in the Montreal area. Students were treated to a special meet and greet with the founder of the We Foundation - Marc Kielberger. Congratulations to everyone involved.
- viii. The Provincial RoboCup Competition will be held at RWA on April 21-22. 376 students, making up 96 teams are expected. This is the 15th edition of the RoboCup and the 3rd time RWA has hosted. RWA will have 9 teams participating. We wish them luck! Special thanks to Ms. Juhasz, Mr. Nemeth, and Mme Bourdeau for their efforts in preparing our students and organizing the event.

5.2. Regional Parents Committee

i. CPC

- At the April 6th meeting of the CPC the internal rules were finally adopted.
- The DG explained the boards approach to snow days and closing of schools.
- Members discussed the conflict of interest forms they have all been asked to sign at their respective GBs.
- Parent Ped Day 2017 Update. Numbers slowly climbing. Promises to be a great day. Come one and all.
- Our next EXEC meeting is April 25th
- Our next CPC Meeting is May 4th

ii. RPC West

- We did not make quorum for our April meeting.
- The members in attendance did take the opportunity to have a lengthy and productive discussion about the structure of CPC and RPC.
- We also took the time to discuss activities at the schools that had Representatives. The school report portion of the RPC meetings has been praised by all members and administration as a very productive and community building part of our meetings.
- Our next meeting is May 8th.

iii. COUNCIL

- Our next Council Meeting is April 26th.

iv. Side bar,

- Norm Gharibian was very honored to be asked to speak at the RTC graduation on April 13th.

5.3. Student Life Association

No report. Sam Galler & Jennifer Lynch sent their regrets for not being able to attend the meeting.

5.4. Commissioner

No report. Commissioner Lalla sent his regrets for not being able to attend the meeting.



5.5. RWA Foundation

- i. Hockey raffle ticket sales are ongoing. Drawing will take place in September 2017. Date may change from what was originally published.
- ii. RWA Staff & Alumni's Drama production of Agatha Christie's *Appointment with Death* that took place on April 12th & 13th raised over \$4,000 for RWA Foundation. GB members congratulated all participants for their excellent community spirit and for donating their time and effort for such a wonderful production.

5.6. Home and School

- i. The 2nd to last H&S meeting took place on April 3rd.
- ii. As mentioned previously, H&S has offered the Book Fair's bake sale to the Grad Committee. Mr. Manstavich explained that he has advised Ms. Orlando to communicate with Book Fair Coordinators, Heidi Rackover and Samantha Patel.
- iii. The last H&S meeting of 2016-2017 will be on May 16th when departing volunteers will be honoured

6. New Business

6.1. Code of Conduct

- i. RWA Code of Conduct is included in the Student Agenda and is approved annually by GB.
- ii. Request was made to include the 'Grilles-matières'. T. Pita will include it.
- iii. Discussion took place regarding students being permitted to eat outside the cafeteria (E.g. in the hallway). Circulation issues may arise but all agreed that this will be part of a learning curve.
- iv. Some modifications and wording were discussed and agreed upon.

Motion to approve the 2017-2018 Code of Conduct

Moved by G. Koyounian; seconded by A. Monereau

VOTE RESULT: 13-0-0 (format: IN FAVOUR-AGAINST-ABSTENTION); UNANIMOUSLY CARRIED

6.2. Exam Schedule 2016-2017

- i. In consideration of the fact that exams cause stress, especially for grade 10 students as these exams are part of their permanent record, T. Pita shared his concerns with EMSB Director General and other principals about having two exams on the same day and requested that Board exams not be held on school days (E.g. school in the morning; exam in the afternoon or for students to write exams first thing in the morning and then attend PM classes).
- ii. After examining different options, it was determined that the least disruptive scenario would be to begin exams one day earlier.
- iii. As well, there will not be two exams on the same day for a grade unless one exam requires no studying.

Motion to approve the last day of the RWA 2016-2017 school year to be Wed. June 7th, 2017 and for the Formal Final Exam Period to begin on Thursday June 8th, 2017

Moved by G. Koyounian; seconded by D. Dimock

VOTE RESULT: 12-0-1 (format: IN FAVOUR-AGAINST-ABSTENTION); MOTION CARRIED

6.3. School Calendar 2017-2018

- i. T. Pita went over the proposed 2017-2018 School Calendar.

Motion to approve the 2017-2018 School Calendar with discussed modifications

Moved by N. Gharibian; seconded by A. Abraham

VOTE RESULT: 13-0-0 (format: IN FAVOUR-AGAINST-ABSTENTION); UNANIMOUSLY CARRIED

At 9:01 pm it was agreed to extend meeting for 15 minutes

6.4. Approval of School Trips for 2017-2018

GB approval is requested for all school trips.

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Trip	Grade(s)	# students	Destination	Dates	Organizer(s)	Approx. Cost per student
Grade Trip	Sec. 1	175	Lac Supérieur, QC	Sept. 14-15, 2017	N. Dupaul / L. Bourdeau	\$140
<i>Moved by D. Dimock; seconded by M-A. Zuccaro // VOTE RESULT: 12-0-1 (format: IN FAVOUR-AGAINST-ABSTENTION); MOTION CARRIED</i>						
Canoe Camping	Sec. 5	40	Algonquin Park, ON	Sept. 22-24, 2017	J. Zigby	\$140
<i>Moved by A. Abraham; seconded by P. Taylor // VOTE RESULT: 13-0-0 (format: IN FAVOUR-AGAINST-ABSTENTION); UNANIMOUSLY CARRIED</i>						
Leadership	Sec. 4	66	Arbraska, Rawdon, QC	Sept. 26, 2017	J. Bateman	\$45
<i>Moved by N. Gharibian; seconded by M. Mendelson // VOTE RESULT: 13-0-0 (format: IN FAVOUR-AGAINST-ABSTENTION); UNANIMOUSLY CARRIED</i>						
Honour Band	Sec. 2-5	50	Orford, QC	Oct. 20-22, 2018	G. Purdy	\$280
<i>Moved by D. Dimock; seconded by M. Delis // VOTE RESULT: 13-0-0 (format: IN FAVOUR-AGAINST-ABSTENTION); UNANIMOUSLY CARRIED</i>						
Grade Trip	Sec. 2	175	Stoneham (ski), QC	Feb. 6-9, 2018	C. Belina	\$575
<i>Moved by G. Koyounian; seconded by A. Monereau // VOTE RESULT: 13-0-0 (format: IN FAVOUR-AGAINST-ABSTENTION); UNANIMOUSLY CARRIED</i>						
Grade Trip	Sec. 5	175	NYC, USA	Feb. 6-9, 2018	R. Aiken	\$700
<i>Moved by M. Mendelson; seconded by A. Dillon // VOTE RESULT: 13-0-0 (format: IN FAVOUR-AGAINST-ABSTENTION); UNANIMOUSLY CARRIED</i>						
Outdoor Pursuits	Sec. 3, 4, 5	20-36	Iceland	Mar. 1-10, 2018	R. Aiken / J-A. Cayer	\$3,000
<i>Moved by G. Koyounian; seconded by P. Taylor // VOTE RESULT: 12-0-1 (format: IN FAVOUR-AGAINST-ABSTENTION); MOTION CARRIED</i>						
Art	Sec. 4 & 5	24-30	Italy	Feb. 28 - Mar. 10, 2018	C. Suarez / S. Leech Pepin	\$3,500
<i>Moved by A. Abraham; seconded by M-A. Zuccaro // VOTE RESULT: 12-0-1 (format: IN FAVOUR-AGAINST-ABSTENTION); MOTION CARRIED</i>						
Computers Club	Sec. 4 & 5	20-30	San Francisco, USA	March 1-7, 2018	S. Nemeth / C. Northy	\$1,500-\$2,000
<i>Moved by G. Koyounian; seconded by P. Taylor // VOTE RESULT: 12-0-1 (format: IN FAVOUR-AGAINST-ABSTENTION); MOTION CARRIED</i>						
Senior Ski	Sec. 4 & 5	35-40	Mont Ste-Anne/Le Massif, QC	March 16-18, 2018	J. Zigby / D. Colannino	\$300
<i>Moved by A. Dillon; seconded by M-A. Zuccaro // VOTE RESULT: 13-0-0 (format: IN FAVOUR-AGAINST-ABSTENTION); UNANIMOUSLY CARRIED</i>						
Grade Trip	Sec. 3	185	Washington D.C., USA	April 9-13, 2018	A. Diacoumacos	\$650
<i>Moved by G. Koyounian; seconded by D. Dimock // VOTE RESULT: 13-0-0 (format: IN FAVOUR-AGAINST-ABSTENTION); UNANIMOUSLY CARRIED</i>						
Grade Trip	Sec. 4	180	Boston, USA	April 10-13, 2018	C. Suarez / R. Aiken	\$600-\$625
<i>Moved by A. Monereau; seconded by M. Delis // VOTE RESULT: 13-0-0 (format: IN FAVOUR-AGAINST-ABSTENTION); UNANIMOUSLY CARRIED</i>						
Biology Trip	Sec. 4	45	Huntsman, St-Andrews, NB	April 24-28, 2018	K. Darouach	\$650
<i>Moved by M. Mendelson; seconded by N. Gharibian // VOTE RESULT: 13-0-0 (format: IN FAVOUR-AGAINST-ABSTENTION); UNANIMOUSLY CARRIED</i>						
Honour Band	Sec. 2-5	50	Philadelphia, USA	April 26-30, 2018	G. Purdy	\$800
<i>Moved by D. Dimock; seconded by M. Delis // VOTE RESULT: 13-0-0 (format: IN FAVOUR-AGAINST-ABSTENTION); UNANIMOUSLY CARRIED</i>						
Bike Trip	Sec. 3, 4, 5	25-35	Mont-Laurier	May 19-21, 2018	S. Nemeth / J. Dufault	\$150
<i>Moved by M-A. Zuccaro; seconded by M. Delis // VOTE RESULT: 13-0-0 (format: IN FAVOUR-AGAINST-ABSTENTION); UNANIMOUSLY CARRIED</i>						
Bardolators	Sec. 2-5	16	England	June 28-July 7, 2018	G. Koyounian / S. Westlake	\$3,600
<i>Moved by G. Koyounian; seconded by N. Gharibian // VOTE RESULT: 13-0-0 (format: IN FAVOUR-AGAINST-ABSTENTION); UNANIMOUSLY CARRIED</i>						

- Plan B concerning issues arising at border crossing for trips to USA
 - o Chaperone stays with student;

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- Administrator will pick up student from border;
- Chaperone makes their own way to join the rest of the group in USA;
- Student will not be reimbursed;
- In the case that this happens to an adult/chaperone, there are always extra chaperones (buffers) to maintain acceptable student to chaperone ratio;
- Guides at the locations are considered as chaperones.

7 Correspondence

7.1 Nothing to report

8 Question Period

No questions

9 Varia

- N. Gharibian gave an EPCA update: The class action law suit for school fees has been classified. This will be a long and messy process. More will be discussed in the future.

10 Adjournment

Motioned by N. Gharibian at 9:20 pm

The next Governing Board meeting is scheduled to take place on
Monday, May 29, 2017 @ 7 pm in the school library.

Lori Rinaldi
Chairperson, RWA Governing Board

Tony Pita
Principal, Royal West Academy