



ROYAL WEST ACADEMY  
**GOVERNING BOARD**  
 189 EASTON AVE  
 MONTREAL-WEST (QC) H4X 1L4

**MINUTES OF MEETING**  
**October 23, 2023, 7:00PM**  
**RWA Library**

**Members Present**

David Stolow (Parent)	Alison Crump (Parent)	Jessica Houde- Woytiuk (Parent)	Renee Figlarz (Parent)	Tanya d'Alessandro (Parent)
Jade Lawsane (Parent)	Vanessa Harrar (Parent)	Alison Aylward (Parent)	Krikor Bijian (Parent Alternate)	Eric Lamoureux (Parent Alternate)
Jeff Bateman (Teacher)	Jason Chen (Teacher)	Leigh Partington (Teacher)	Jessica Fogel (Teacher)	Ginette Purdy (Teacher)
Marie-Claire O'Neal (Teacher Alternate)	Tonica Spencer (Non-Teaching Staff)	Eve Bercuvitz (Student)	Eva Theodosopoulos (Student)	

**Regrets/Absences**

Chad Dumond (Non-teaching Professional)	Michal Wineberg (Non-teaching Professional)	Sheila Macleod (Teacher)	Nancy DuPaul (Teacher Alternate)	
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**Also Present**

Tony Pita (Principal)	Catherine Lumsden (Vice-Principal)	Steven Manstavich (Vice-Principal)
Joseph Lalla (Commissioner)		

**Guests**

No guests joined the meeting.

<b>1.</b>		<b>Welcome</b>
<b>1.1</b>	Information	T. Pita welcomes everyone to the meeting. Introduction of members (7:02 pm).
<b>1.2</b>	Information	GB Role & Responsibilities

<b>2.</b>		<b>Reading and Approval of the Agenda</b>
		Motion to adopt the agenda with the addition of item 6.17. Moved by J. Chen; Seconded by G. Purdy Vote: Carried unanimously

<b>3.</b>		<b>Elections:</b>
<b>3.1</b>	Approval	Chairperson  David Stollow elected by acclamation
<b>3.2</b>	Approval	Vice-Chairperson  Renee Figlarz elected by acclamation
<b>3.3</b>	Approval	Secretary  Alison Crump elected by acclamation
<b>3.4</b>	Approval	Treasurer  Jessica Houde-Woytiuk elected by acclamation

<b>4.</b>		<b>Adoption of the minutes of the meeting of:</b>
<b>4.1</b>	Approval	May 15, 2023  Motion to approve the minutes of the May 15, 2023 GB meeting. 6 members (who were present at the meeting of May 15, 2023, voted to approve; no one opposed). Vote: Carried unanimously
<b>4.2</b>	Approval	May 29, 2023 – Email from the GB Chair  Email vote: Motion carried to approve the budget, which included student fees.

4.3	Approval	<p>September 6, 2023 – Email from the GB Chair</p> <p>Email vote: Motion carried to approve the three items (Grade 7 trip fee, Volleyball fees, and Musical production fees) in the September 6, 2023 email from the GB Chair.</p>
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5.		<b>Business arising from the minutes</b>
5.1		No business arising from the minutes.

6.		<b>New business</b>
6.1	Approval	<p><b>Annual Report 2022-2023</b></p> <p>Motion to approve the Annual Report 2022-2023.          Moved by A. Crump; Seconded by T. D'Alessandro          Vote: Carried unanimously (by those who were on the GB last year)</p>
6.2	Approval	<p><b>Internal Rules of Operation</b></p> <p>T. Pita proposes some small edits and clarifications in the Rules of Operation with discussion and agreement to integrate the edits. Updates will be made and circulated for approval at the next GB meeting.</p>
6.3	Approval	<p><b>Dates and Times, Format of Meetings</b></p> <p>T. Pita suggests in-person meetings at 7:00 pm and discussion follows regarding dates for GB meetings. The following dates are agreed to by GB members:</p> <ul style="list-style-type: none"> <li>• Monday, November 27, 2023</li> <li>• Wednesday, January 10, 2024</li> <li>• Tuesday, February 13, 2024</li> <li>• Tuesday, March 12, 2024</li> <li>• Monday, April 15, 2024</li> <li>• Thursday, May 23, 2024</li> <li>• Monday, June 17, 2024</li> </ul>

6.4	Approval	<p><b>Home &amp; School and Foundation Mandates</b></p> <p>T. Pita provides an overview of the mandates of Home and School and the Foundation, which must be given by the GB. They report monthly to the GB.</p> <p>Motion to renew the mandates for Home &amp; School and Foundation for 2023-2024.</p> <p>Moved by J. Bateman; Seconded by V. Harrar Vote: Carried unanimously</p>
6.5	Approval	<p><b>Trips in Montreal and Surrounding Areas</b></p> <p>T. Pita explains that there are often trips within Montreal and surrounding areas and requests approval for these trips at the discretion of RWA's Administration.</p> <p>Motion to approve trips in Montreal and surrounding areas at the discretion of RWA's Administration.</p> <p>Moved by T. D'Alessandro; Seconded by J. Bateman Vote: Carried unanimously</p>
6.6	Approval	<p><b>Provincial and National Championships</b></p> <p>T. Pita requests approval for participation in provincial and national championships, at the discretion of RWA's Administration.</p> <p>Motion to approve participation in provincial and national championships 2023-2024 at the discretion of RWA's Administration.</p> <p>Moved by J. Houde-Woytiuk; Seconded by R. Figlarz Vote: Carried unanimously</p>
6.7	Approval	<p><b>Fundraising by ECAs</b></p> <p>T. Pita requests that fundraising by ECAs be approved at the discretion of RWA's Administration. He clarifies his understanding that any fundraising activity that could be perceived as gambling (e.g., lottery) that involves students is no longer allowed by the EMSB.</p> <p>Motion to approve fundraising by ECAs 2023-2024 at the discretion of RWA's Administration.</p> <p>Moved by G. Purdy; Seconded by J. Bateman Vote: Carried unanimously</p> <p>Request to include in business arising at the next GB meeting regarding the change in terms of what is not allowed by the EMSB.</p>

6.8	Approval	<p><b>Senior Ski Trip</b></p> <p>T. Pita explains that all the trip proposals are pending approval by the EMSB due to current labour issues. He explains that trips for items 6.8-6.12 and 6.17 remain subject to EMSB approval.</p> <p>S. Manstavich provides an overview of the trip information for 6.8 – 6.12 and 6.17.</p> <p>Motion to approve the Senior Ski Trip.  Moved by G. Purdy; Seconded by J. Fogel  Vote: Carried unanimously</p>
6.9	Approval	<p><b>Grade 10 Ski Trip</b></p> <p>Motion to approve the Grade 10 Trip.  Moved by M.-C. O’Neil; Seconded by A. Crump  Vote: Carried unanimously</p>
6.10	Approval	<p><b>Washington Trip – Grade 9</b></p> <p>Motion to approve the Grade 9 Washington Trip.  Moved by J. Chen; Seconded by E. Theodosopoulos  Vote: Carried unanimously</p>
6.11	Approval	<p><b>Grade 11 New York Trip</b></p> <p>Motion to approve the Grade 11 New York Trip.  Moved by E. Theodosopoulos; Seconded by E. Bercuvitz  Vote: Carried unanimously</p>
6.12	Approval	<p><b>Honour Band Trip</b></p> <p>Motion to approve the Honour Band Trip.  Moved by J. Fogel; Seconded by M.-C. O’Neil  Vote: Carried by majority (18-1-0)</p>
6.13	Approval	<p><b>Honour Band Uniform Rental Fee</b></p> <p>T. Pita provides an overview of the request for a \$40 per student uniform rental fee for Honour Band.</p> <p>Motion to approve the Honour Band Uniform Rental Fee of \$40 per student.  Moved by A. Crump; Seconded by J. Chen  Vote: Carried unanimously</p>

6.14	Approval	<p><b>Robotics and Debate Club Fees for Outside Coaches</b></p> <p>T. Pita explains that some ECAs need outside coaches, as well as a staff advisor. The request is for \$20 per student for a Senior Robotics coach, and \$100 per student for an outside coach for the Debate Club.</p> <p>There was discussion about different ways to help offset these fees, such as asking Home and School to consider fundraising to help offset some of these costs.</p> <p>Motion to approve a \$20 per student fee for an outside coach for Senior Robotics.  Moved by J. Chen; Seconded by J. Fogel  Vote: Carried unanimously</p> <p>Motion to approve a \$100 per student fee for an outside coach for the Debate Club.  Moved by R. Figlarz; Seconded by T. D’Alessandro  Vote: Carried unanimously</p> <p>D. Stolow notes that because it is 8:30 pm, he requires a motion to continue the meeting, as per the GB’s Internal Rules of Operation.  Moved by J. Houde-Woytiuk; Seconded by V. Harrar  Vote: Carried unanimously</p>
6.15	Information	<p><b>Conflict of Interest Form</b></p> <p>T. Pita explains that the conflict-of-interest form must be submitted to him.</p>
6.16	Discussion	<p><b>Community Representatives x 2</b></p> <p>T. Pita provides an overview of the two community representatives who served last year – Dr. Mahesh Sharma and Elysia Bryan-Banes – and indicates that both would be interested in continuing. They are non-voting members.</p> <p>Another potential candidate’s name was put forward. T. Pita clarifies that there is a limit of two community representatives on the GB. D. Stolow will reach out to the other candidate with a personal message of appreciation for their willingness to serve in this role.</p>

6.17	Approval	<p><b>Grade 8 Stoneham Ski Trip</b></p> <p>Motion to approve the Grade 8 Ski Trip.          Moved by G. Purdy; Seconded by J. Bateman          Vote: Carried unanimously</p>
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7.		<b>Reports</b>
7.1	Information	<p><b>Principal</b></p> <p>Report sent by email prior to the meeting.</p> <p>T. Pita adds that the consultation process to update the Educational Project has begun. This will be brought to GB.</p>
7.2	Information	<p><b>Teachers/Staff</b></p> <p>J. Bateman encourages everyone to read the RWA daily bulletin, which showcases all the activities of teachers and staff.</p> <p>J. Bateman makes a motion to remove the teachers/ staff report as an Agenda item going forward.          Seconded by G. Purdy          Vote: Carried by majority (18-1-0)</p>
7.3	Information	<p><b>Student Life Association</b></p> <p>SLA is planning a dance on Friday, October 27, for grade 7 and 8 students. There are various Halloween plans under way.</p> <p>T. Pita highlights that SLA did a great job welcoming Grade 7 students during orientation and all students with the welcome BBQ.</p>
7.4	Information	<p><b>Parent Delegate to EMSBPC</b></p> <p>J. Houde-Woytiuk attended the EMSB AGM, and elections occurred. She was elected as one of two EMSBPC delegates to the English Parents' Committee Association (EPCA). At the AGM, there was a request that the EMSB send an updated press release with a message of peace and hope in the context of violence in the Middle East.</p>
7.5	Information	<p><b>Commissioner</b></p> <p>J. Lalla provides an update on various Bills.</p>

		<p>Bill 21 (re: face coverings) is waiting for a judgement. Bill 40 (re: existence of school boards) is being officially challenged by the English Montreal School Boards Association. This is likely to go to the Supreme Court. Bill 96 is also being challenged.</p> <p>There is an online workshop for governing board members in November about operations of governing boards. T. Pita shared the information with GB members.</p>
7.6	Information	<p><b>Home &amp; School</b></p> <p>S. Manstavich reports on the first meeting of the year, which took place in September 2023. The wish list for staff was approved. They discussed about ideas for fundraising given that revenue is shrinking due to changes with the uniform provider.</p>
7.7	Information	<p><b>Foundation</b></p> <p>S. Manstavich reports on the AGA which took place last week. The active learning classroom is the major project that the Foundation is working on.</p>
7.8	Information	<p><b>Parent Participation Organization - PPO</b></p> <p>T. Pita reports that the first meeting will be next week.</p>

<b>8.</b>	<b>Correspondence</b>
	No correspondence was received.

<b>9.</b>	<b>Varia</b>
<b>9.1</b>	<p>D. Stolow explains if parents reach out to GB members, they can direct questions to him. He can help with answering questions, or depending on their nature, directing them to RWA's Administration.</p> <p>D. Stolow expresses thanks to all members of the GB for their volunteer service. He notes that there as a great turnout at the AGA of parents who expressed an interest to serve on the GB.</p>

<b>10.</b>	<b>Question Period for the Public</b>
	Question from K. Bijian regarding whether the School Council can provide a report at the GB. Mr. Pita notes that he can ask if they could provide a report, but noted that all School Council matters that require GB approval are presented to the GB.



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<b>11.</b>	<b>Date of Next Meeting:</b> Monday, November 27, 2023
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<b>12.</b>	<b>Adjournment</b> Motion to adjourn the meeting at 9:06 pm Moved by Eve Bercuvitz; Seconded by J. Chen Vote: Carried unanimously
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Respectfully submitted:

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Tony Pita, Principal

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David Stolow, Chairperson