

**John F. Kennedy Elementary School
Governing Board Minutes
Thursday, September 18, 2025 @ 6 p.m.**

Location: JFK Library Room

Members Present: Sonia Busnardo, Maria Di Lella, Maude Ste-Marie, Carmen Tutunciyan, Reshma Patel, Lisa Stanischewski, Vaya Papakostas, Zoey Roagrif, Eva Piperaki, Sandra Malone, Maria Rombotis, Adria Franzini.

1. Call to order/Verification of Quorum

1.1 Meeting called to order at 6:10 p.m.

2. Adoption of Agenda/addition of proposed to Agenda

– add 9.6 Cycle 1 activities

GB20250918-01: It was motioned by Ms. Patel to adopt the agenda with the above-mentioned changes/additions. Ms. Di Lella seconded the motion.

CARRIED UNANIMOUSLY

3. Procedures for the elections: Ms. Busnardo explained that she would Chair the meeting until the elections would be completed within the next couple minutes. The following positions needed to be determined.

3.1 Chairperson: Ms. Lisa Stanischewski

GB20250918-02: Ms. Stanischewski nominated herself as Chair of the GB for the 2025-2026 academic year. This motion was seconded by Ms. Tutunciyan.

CARRIED UNANIMOUSLY

3.2 Vice- Chairperson: Ms. Zoey Roagrif

GB20250918-03: Ms. Roagrif nominated herself as vice-Chairperson position of the GB for the 2025-2026 academic year. Ms. Stanischewski seconded the motion.

CARRIED UNANIMOUSLY

3.3 Secretary/remuneration: Ms. Maria Rombotis

Ms Busnardo explained there was a small budget for this role.

GB20250918-04: Ms. Maria Rombotis nominated herself as Secretary/Remuneration position of the GB for the 2025-2026 academic year. Ms. Roagrif accepted the nomination. The motion was seconded by Ms. Piperaki.

CARRIED UNANIMOUSLY

3.4 Treasurer: Ms. Vaya Papakostas

GB20250918-05: Ms. Vaya Papakostas nominated herself as Treasurer position of the GB for the 2025-2026 academic year. Ms. Malone accepted the nomination. The motion was seconded by Ms. Di Lella.

CARRIED UNANIMOUSLY

4. Conflict of Interest Forms: Tabled until the next meeting, forms are not ready yet.

5. Internal Rules of Procedure: Document was reviewed. Occasionally done via zoom or voting by email if an emergency comes up. Decisions are recorded in the minutes of the following GB meeting.

6. Approval of minutes from previous meeting:

6.1 Minutes from the last meeting – June 11, 2025:

GB20250918-06: Ms. Roagrif MOVED THAT the minutes be accepted as presented. Seconded by Ms. Papakostas.

CARRIED UNANIMOUSLY

6.2 Minutes from the General Assembly - September 10, 2025:

GB20250918-07: Ms. Tutunciyan MOVED THAT the minutes be accepted as presented. Seconded by Ms. Roagrif.

CARRIED UNANIMOUSLY

7. Question Period for the Public: Ms. Busnardo explained that parents may come to GB meetings with questions but must give 48hrs advance notice. These questions are usually addressed at the beginning or end of the meeting.

8. Correspondence: GB Chair to receive emails from the school board.

9. New Business

9.1 Standing Resolutions: Blanket approval for all activities. Ms. Busnardo reviewed the current standing resolutions document. She explained that these events were on offer regularly but can or cannot happen. She explained the pre-approved standing resolutions to the GB members.

GB20250918-08: Ms. Malone MOVED that the standing resolutions be accepted. Seconded by Ms. Franzini.

CARRIED UNANIMOUSLY

See document: **Addendum 1: Updated Standing Resolutions**

9.2 Passion Soccer: Ms. Busnardo explained that this was quite popular last year. Suggested it return this year as an after-school program. It would be on offer to grades 1-6 on Wednesdays from 245 to 345 with a capacity of 25 kids and at a cost of 143\$ for the period of October 8- November 26. Parents pay directly via eTransfer to the organizer.

GB20250918-09: It was motioned by Ms. Di Lella to offer Passion Soccer. This was seconded by Ms. Franzini.

CARRIED UNANIMOUSLY

9.3. After school Boxing: Mr. Panayiotou is a personal trainer and offers junior boxing. It would be on offer in 2 groups - one group of grades 1-3 and one group of grades 4-6. It is a 12 week program on Tuesdays at 530pm and 630pm depending on the group starting on October 7. Parents pay directly via eTransfer to the organizer.

GB20250918-10: It was motioned by Ms. Tutunciyan to offer After School Boxing. This was seconded by Ms. Papakostas.

CARRIED UNANIMOUSLY

9.4 Bee Project Fundraiser: Bee Project and the Bee Keeper is expensive to maintain. The following fundraisers will help maintain and sustain the bees:

- 1- TCBY - HS has given this fundraiser to go against the Bee Project Fundraiser
- 2- Mitchell Soup: selling bags of soup, orders are made online and the school gets a portion of the profits. The school just has to organize the orders and the deadline to order is November 20. It is a family owned business and they have profit programs only offered to schools.

GB20250918-11: It was motioned by Ms. Malone to run the Mitchell Soup fundraiser this year. This was seconded by Ms. Franzini.

CARRIED UNANIMOUSLY

9.5 Measures: Budget allocation received from the school board for JFK.

Following are some of the budget cuts:

1. 15024 - Parents Activities
2. 15312 - Integration EHDA
3. 15103 - Read in School (Volet 2)
4. 15301 - Anti-Bullying
5. 15027 - Gifted Children

6. 15014 - Secondary Aide

Ms. Papakostas has raised a concern about the lack of support in Math and whether or not some money can be moved around to provide students with Math Resource.

Ms. Reshma and Ms. Busnardo have confirmed the below:

1. There are current clubs in place: teachers start clubs on topics that are of interest to them
2. Remediation in Math: Teachers keep students in class at recess for extra help if needed

Follow up:

1. Ms. Busnardo: Bring to TC to see if anyone is interested in Math
2. Ms. Papakostas to verify external sources (Tutoring Learn Quebec Online, ISM, McCall Program)
3. Ms. Busnardo to verify online access to the Math workbooks

GB20250918-12: It was motioned by Ms. Roagrif that the measures be accepted. This was seconded by Ms. Stanischewski.

CARRIED UNANIMOUSLY

See document: **Addendum 2: Updated Measures**

9.6 Cycle 1 Activities: Ms. Patel reviewed the following Cycle 1 activities:

1- Art Activity - Cyanotype

- Grade 1 - art activity completed 2 parts
- Grade 2 & 4 - art activity completed in 1 part

2- Garden Activity

- Cycle 1: Grade 1 and 2
- Activity to be done with 1 Child/1 Adult
- Grade 6 students to help dig earth

3- Harvesting Honey Activity

- Cycle 1: Grade 1 and 2

GB20250918-13: it was motioned by Ms. Piperaki to approve the Cycle 1 Activities. This was seconded by Ms. Franzini.

CARRIED UNANIMOUSLY

See document: **Addendum 3: Cycle 1 Activities**

10. Reports

10.1 Principals Report: Ms. Busnardo explained her detailed up to date report.

See document: **Addendum 4: Principals Report**

21 students have IEP's; this consists of a mixture of the following:

- Autism
- Physical Handicap
- Global language

10.1.1 Leadership Report

There will be 2 sets of activities, the signature activities which will occur every year and there will be Year A activities and Year B activities which will occur every two years.

Example: Orange Shirt day and Remembrance Day - No school wide activity this year, instead there will be school wide activities next year.

See document: **Addendum 5: Leadership Report**

10.2 Parent Delegate Report: Ms. Papakostas had nothing to report.

10.3 Daycare Report: Ms. Di Lella reported that this academic year, the daycare program has 60 registrants. She reports that their weekly activity program has commenced. She has confirmed that there are 2 staff members at closing time.

Due to a large group of pre-k and k registrants this year she has assigned an area of the cafeteria to them.

Ms. Di Lella reports that she is recruiting for one more lunch monitor.

10.4 Home and School Report: Ms. Tutunciyen reported the following updates for the H&S.

First H&S meeting will be held on October 2, 2025 at 630pm where the H&S executive committee will be formed.

Chocolate fundraiser to happen in October - Chocolates will be delivered to the school on September 25.

Ms. Tutunciyen to send the October events to Ms. Busnardo so it can be added to the October Newsletter.

10.5 Chairperson Report: Ms. Stanischewski had nothing to report.

10.6 Treasurer's Report: Ms. Papakostas had nothing to report.

11. Next Meeting

- Thursday, October 16th, 2025 @ 6:15 p.m.
- Thursday, November 27th, 2025 @ 6:15 p.m.
- Thursday, December 18th, 2025 @ 6:15 p.m.
- Thursday, January 15th, 2026 @ 6:15 p.m.
- Thursday, February 26th, 2026 @ 6:15 p.m.
- Thursday, March 19th, 2026 @ 6:15 p.m.
- Thursday, April 23rd, 2026 @ 6:15 p.m.
- Thursday, May 21st, 2026 @ 6:15 p.m.
- Thursday, June 4th, 2026 @ 6:15 p.m.

GB20240924-14: These next GB dates were motioned by Ms. Roagrif to be accepted by members. They were seconded by Ms. Stanischewski.

CARRIED UNANIMOUSLY

12. Adjournment @ 8:10 p.m.

GB20240924-15: It was motioned by Ms. Roagrif to adjourn the meeting. Ms. Stanischewski seconded.

Signed,

Chair of GB, Ms. Lisa Stanischewski

Date: _____

Secretary of GB, Ms. Maria Rombotis

Date: _____

Addendum 1: Updated Standing Resolutions



Standing Resolutions 2025-2026

School Wide Events
Orange Shirt Day – September
Terry Fox Run – September
Remembrance Day – November
Scholastic Book Fair – November/February
Holiday Concert – December
Anti-Bullying – February
Winter Carnival – February
Jump Rope for Heart and Double Corde – April/May
Foam Party & Games – June
Graduation Trip – June
Food/Drink Trucks – Throughout the year
Neighborhood Walks – Throughout the year
Letters to a Dolphin – All year
Home and School
Corn Roast – September
Family Fest – September/October
Chocolate Fundraiser – September
Fun Day/Fun Fest – June
Pizza Days – All Year
Rentals

<p>Laurus Spring Break Camp – Spring Break Laurus Summer Camp – Summer Birthday Parties/Events – All Year</p>
<p>Fundraisers</p>
<p>Agape Food Drive – December Bake sales/other food sales, Dress down Day, Movie Nights, Candy Canes/Heart Grams, Flower Pen Sale, Bagging, Rocket Sales (Grade 6) TCBY, Lemonade Stand, Bee Shop (Cycle 1 Project Based Learning)</p>

Addendum 2: Updated Measures

School / Centre Name: John F. Kennedy Elementary
Governing Board Meeting

Meeting of 2025-09-18

Dedicated and Protected Measures - Transfer to Schools / Centres

- Whereas the 2025-2026 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 amounts transferred to the school\centre for each dedicated and protected 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 2025-2026;

- 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, s.96.24)*; and

- Move that on the recommendation of the school principal / centre director, it is moved by [redacted] that the amounts for the following budgetary measures have been transferred to the school / centre for the 2025-2026 school year; and

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

	Budget Allocation
11024 Maternelle 4 ans à temps plein en milieu défavorisé – matériaux/ Pre-K Materials	\$0
15011 Réussite des élèves en milieu défavorisé – <i>Agir autrement/</i>	\$26,063
15012 Aide alimentaire/ Social Solidarity	\$28,725
15014 Programme de soutien aux apprentissages – Groupes d'études dirigées/ Secondary Aide	\$4352
15015 Renforcement des ressources et pratiques dédiées à la réussite en lecture et écriture pour les élèves des milieux les plus défavorisés/ Reading and Writing	\$81,773
15023 <i>À l'école, on bouge!/ On the Move</i>	\$8961
15024 Aide aux parents/ Parents Activities	\$2549
15025 <i>Seuil minimal de services pour les écoles/ Minimal Service to Schools</i>	\$138,878
15028 Activités parascolaires au secondaire/ Extra Curricular Activities	\$0.00
15031 Soutien à la mise en place d'interventions efficaces en prévention de la violence, de l'intimidation et pour favoriser un climat scolaire sécuritaire, positive, et bienveillant/ Anti-bullying	\$1430
15103 Volet 1 :Acquisition de livres et de documentaires/ Read in School	\$1251
15103 Volet 2 :Acquisition de livres et de documentaires/ Read in School	\$4399
15186 Sorties scolaire en milieu culture/ School Outings	\$8504
15200 Formation en réanimation cardio-respiratoire au secondaire/ CPR course	\$0.00
15231 École Inspirante/ Accessible and Inspiring School	\$14605
15312 Soutien à l'intégration en classe ordinaire des élèves handicapés ou en difficulté d'adaptation ou d'apprentissage/ Integration EHDAA	\$2858
15560 Vitalités des petites communautés/ Small Communities	\$
15021 Soutien additionnel à la consolidation des apprentissages et à l'engagement scolaire – Volet 1 – Entraide éducative et accompagnement pédagogique en FGJ	\$
15021 Soutien additionnel à la consolidation des apprentissages et à l'engagement scolaire – Volet 2 – Entraide éducative et accompagnement pédagogique en FGA et en FP	\$0.00
15027 Soutien à la réussite éducatives des élèves doués (à haut potentiel)	\$3384
30012 Temps de concertation, de planification et de préparation	\$

Motion Carried

Official Copy

Addendum 3: Cycle 1 Activities

Art Workshops:

- **Cyanotype Workshop (Grades 1, Part 1 & 2):** October 20 & 22 in the spare room with a professional artist hired through a grant we received. These will take place during Art and/or French periods.
- **Cyanotype Workshop (Grades 2 & 4, One Day):** October 17 in the spare room with a professional artist hired through a grant we received. These will take place during Art and/or French periods.

Cycle 1 PBL Project - Gardening with Guardian:

- Each student will participate with **one guardian**, and families are asked for a **monetary donation or perennials** to plant.
- **Planting sites:**
 - Two boxes in the yard will be planted with perennials.
 - The front U-circle (around the large tree) will feature an **oval-shaped perennial planting**, creating a space for classes to sit in the middle as plants grow.
 - Hydrangeas will be planted in front of some classrooms and the office.
- **Date:** October 15 during third period for some classes and last period for other classes
- **Prep support:** Cycle 3 students, teachers, and leadership students have been invited to help prepare the land prior to planting.

Cycle 1 PBL Project - Honey Harvesting:

- Cycle 1 students will participate in themed activity centers, including learning how to harvest honey with our in-house and external beekeeper.
 - Date is yet to be determined, likely **late October or early November**.
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Addendum 4: Principals Report

John F. Kennedy Elementary School

Date: Thursday, September 18, 2025

1. Student Life & Activities

- **60th Anniversary Celebrations:** Cake-cutting ceremony with students and staff
 - **Welcome back to School!**
 - **Upcoming Terry Fox Run:** Scheduled for October 1st; safety protocols and supervision measures being finalized.
 - **Leadership Initiatives:** Student leadership team is active in preparing lunchtime activities and supporting school-wide events.
 - **Special Events:** Lemonade Truck visit
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2. Academic & Pedagogical Updates

- **Term 1 Syllabi:** Teachers will be submitting syllabi in alignment with QEP expectations; ongoing evaluations communicated via Mozaik.
 - **Intervention Plans:** Coding and IEP updates are being tracked carefully to ensure student needs are met.
 - **Professional Collaboration:** PLCs remain a focus to support consistency across classrooms.
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3. Staffing & Professional Development

- **Staffing:** All positions are filled, with some adjustments in aide/attendant allocations to better meet classroom needs.

- **Professional Development:** Teachers participated in a PD session on project-based learning.
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4. Looking Ahead

- **Halloween Activities:** Staff and students will celebrate with themed events, connected to our 60th anniversary.

Addendum 5: Leadership Report

Leadership Update (September 11 meeting):

- Reviewed past events; decided to split activities into **Year A** and **Year B** cycles.
- Some events will remain **annual**, ensuring a balance of new, recurring, and bi-yearly activities.
- Focus for this year: **60th Anniversary** celebrations, including a successful **mascot launch** on the first day of school.
- Leadership will **check in with HASA** to collaborate on upcoming events.

Events so far (September):

- September 3: First day of school – Cardinal mascot launch, photo opportunities, coffee & donuts for parents.
- September 8: Cake-cutting ceremony in the gym with all students and staff.
- September 10: Lemonade truck for students.
- September 29: Orange Shirt Day (scheduled a day earlier as Picture Day is September 30).

Upcoming Events:

- October 31: **Halloween Ramp Walk** (students show costumes between recess and lunch in the gym).
- November 11: **Remembrance Day** – “Wear a Poppy/Dress in Red.”
- November 28: **Festival of Lights** (lantern walk, lantern making, live music; free entrance, \$2 lantern/tealight).
- December 15: **Hanukkah Dress-Down.**
- December 16: **Snowman Dress-Down.**
- December 18: **Elf Dress-Down.**
- December 19: **Bowl of Cheer** (each class donates a listed item; whole school shares cereal breakfast together; leftovers donated) + **PJ Day.**
