



**Commission scolaire English-Montréal**  
**English Montreal School Board**

**GOVERNING BOARD ANNUAL REPORT**

**Members**

Please list each member of the governing board and identify the group each member represents, e.g., parents, teachers, other staff, daycare, students, community, socio-economic, etc.

	NAME	F/S/R	MANDAT/TERM OF OFFICE
<b>Président(e)/Chairperson:</b>	SHANNON HURTUBISE	S	2019-2020
<b>Délégué(e)/Delegate:</b>	DANIELE OTOU (RESIGNED)	F	2019-2020
<b>Suppléant(e)/Alternate:</b>	TINA PONTILLO-(RESIGNED)	F	2019-2020

Please indicate (F) for first year, (S) for second year and (R) for replacements with the year they are in.

**Tous les parents membres /All Parent Members: F/S/R: Mandat/Term of Office**

Julia Carbone	S	2018-2020
Julie Gennesseaux	S	2018-2020
Shannon Hurtubise	S	2018-2020
Daniele Otu	F	2019-2021
Tina Pontillo-RESIGNED	F	2019-2021
Jude Samson	F	2019-2021
Suzanne Wexler	F	2019-2021
Morgan Steacy (alternate) REPLACEMENT	R	2019-2021

Please indicate (F) for first year, (S) for second year and (R) for replacements with the year they are in.

**Enseignant(e)s/Teachers:**

Melanie Dinis Fernandes	
Anabel Fournier	
Annie Claude Godin	
Géraldine Gras	
Ysanne Zmanay	

**Personnel non-enseignant /Non-Teaching**

**Professional:**

**Personnel de soutien/Support Staff:**

**Service de garde /Daycare:**

**Élèves/Students: (Cycle II High School)**


--

<b>Représentant(e)s de la communauté: (optionnel)/ Community Representatives: (optional) Art. 42</b>
----------------------------------------------------------------------------------------------------------

Nom/Name: <b>Marie-Hélène Navarro</b>	Organization: <b>Westmount/NDG YMCA</b>
Nom/Name: <b>Jennifer Maxwell</b>	Organization: <b>Tyndale St-Georges</b>

### Number of Meetings Held

7 Meetings, 3 Email Discussions:

October 2, November 12, January 23, February 18, April 23, June 11, June 15, June 18 (email discussion/vote), July 2 (email discussion/vote regarding Dress Code), July 6 (email discussion/vote regarding dress code)

### Activities, Programs, Services & Issues /Actions Taken

List the major topics by month that were dealt with and the associated actions taken.

**Activities, Programs, Services & Issues and Actions Taken**  
**Governing Board Resolutions Discussed**

<b>Activities, Programs, Services and Issues</b>	<b>Actions Taken</b>
<b>September</b>	
Annual General Meeting	New GB board members elected; EMSB Delegate and Alternate elected
	Annual Report summarized by Keith Flavell – GB Chair from the previous school year
<b>October</b>	
First GB meeting of the year	Keith Flavell proposed Shannon Hurtubise as GB Chair for 2019-2020. Motion to Approve: Keith Flavell Seconded: Julie Gennesseaux Approved by GB
Roslyn, grade 3 to 6 will be doing one day in French and one day in English.	
The governing board to wait until the end of the school year before spending the 250\$ budget.	Geraldine Gras was elected as treasurer.
New program at the YMCA called “A place to connect”	
Amended Roslyn Field Trip message to be more inclusive.	“Roslyn School is proud to be an inclusive learning environment. We want all of our students to be able to participate fully in the life of the school community. If there is any barrier, financial

	<p>or otherwise, to your child's participation in a school trip or activity, please email Ms. Joanna (jgenovezos@emsb.qc.ca) or Ms. Laura (lfundaro@emsb.qc.ca) or call them at (514) 481-5581 for a private discussion about how we can make sure your child is included."</p> <p>Motion to Approve: Ysanne Zmanay Seconded: Suzanne Wexler Approved by GB</p>
<b>November</b>	
<p>Empathy course: HandS will fund workshops for grades 4, 5 &amp; 6, given by "Ensemble pour le respect pour la diversité."</p>	<p>Workshops cover: empathy, bullying, what to do if you witness bullying. Looking for ways to foster kindness among kids</p> <p>*Delayed due to COVID-19 – Will be considered for 2020-21</p>
New system (mosaic) for report cards	
Lock down drill	Identified any weaknesses to address.
More communication with Roslyn community	Vice Principal, Laura Fundaro started a newsletter for the Roslyn community.
Melik Shaheed for Antibullying from Youth Stars, Steel Pan (Selah Pan)	Presented an antibullying presentation to the entire school
<b>December</b>	
Holiday - No Meetings	
<b>January</b>	
Website help brought in to refresh the design and content	The Roslyn school website has been updated.
The Governing Board reviewed their budget. Had a budget of \$1,600 in 2019-2020 – inclusive of the \$250 given annually. This is as a result of the amount carried over from previous years	<p>The HandS health room which also provides emergency snacks to children has been low on food and snacks for the students in need due to a lack of budget. Roslyn School Governing Board has agreed to allocate 1500\$ from its budget to help.</p> <p>Motion to Approve: Marie-Hélène Navaro Seconded: Suzanne Wexler Approved by GB</p>
Holiday Concert cancelled due to Gym repairs needed until further notice	Secured Gym areas affected and schedule repairs.
Mr. Peter McKelvie (Mr. Pete) has been promoted to be vice-principal at Vincent-Massey High School. His last day will be January 31 <sup>st</sup>	Miss Tiffany Quinn will replace Mr. Pete until the end of the school year.
The school budget was presented by Principal, Joanna Genovesos	The mesures are for: Resource teachers, Workshop to parents, Resource and Homework

	<p>program, Library books, Books for kindergarten, Educational field trips, Field trips, Speakers</p> <p>Motion to Approve: Julie Gennesseaux          Seconded: Jennifer Maxwell          Approved by GB</p>
Cleaning of the school has been increased	<p>Additional Caretaker: Roslyn has been granted an extra night caretaker 2-3 times each week to help with the cleaning of the school.</p>
February	
Reviewed the Principal Criteria	<p>No major changes to last year; introduced new line item “support environment for all children”</p> <p>Motion to Approve: Jude Samson          Seconded: Julia Carbone          Approved by GB</p>
Budget Building - determined the priorities for the year	<p>Priorities are as follows:</p> <ol style="list-style-type: none"> <li>1. Behaviour Techs, Psychologists, Librarian, Professional help</li> <li>2. Building safety and property maintenance. E.g. Prompt snow/ice removal (yard/roof): proactive and reactive structural maintenance</li> <li>3. Replacement and refurbishment of classrooms e.g. painting, furniture, educational classroom materials</li> <li>4. Homework program, tutors, librarian and other specialists</li> <li>5. Increase of materials for numeracy and literacy</li> </ol> <p>Approved by GB</p>
Black history play on the 27 <sup>th</sup> for kids – grade 6 teacher and student bike to Africa experience from speaker Black Theatre workshop. The spiritual animator collaborated with most of the teachers and presented in the classroom	<p>In 2020-21 - the spiritual animator will continue to work with the teachers to create a more inclusive curriculum (activities are dependent on COVID-19 restrictions)</p>
Uniform instead of Dress Code	<p>Dress Code: struggle to have student to keep the dress code; staff would like to move to a uniform top, bottom as usual. Proposed a Top with Roslyn crest – promotes school pride; safety - easier to identify children who attend Roslyn.</p> <p>Top would be a crest on polo. GB agrees to support initiative to move forward with school uniform instead of dress code. Transition period for people to buy new polos but can still wear the Roslyn t shirt. For next school year, gym shirt for</p>

	<p>days with gym and polos the other days. Joanna will send picture of old polos. Polo Navy with gold crest, light blue with crest, blue pants or dark pants for the bottom and gym tee-shirt for the 1<sup>st</sup> year.</p> <p>Motion to Adopt: Ysanne Zmanay Seconded: Jude Samson Approved by GB</p> <p>*Implementation delayed due to COVID-19. No changes to existing dress code for 2020-2021</p>
<b>March</b>	
Repairs Completed	<p>The electrical panels were replaced, the roof was replaced, some of the windows were replaced( gym and classrooms) and all the windows repaired to open in each classroom. Some of the classrooms where water was leaking in were repaired and the ground leveled so water might not seep in easily</p> <p>Repairs were completed from March through to the end of the school year</p>
Change of Specialist Post: Mr. Roger retiring (science)	Agree to look at changing music program or have different option for arts or science option and drama with music.
<p>Daniele Otou left Regional delegate post – representation needed at the school board</p> <p>Tina Pontillo GB member has left</p>	<p>The Regional delegate post will be replaced next year 2020-2021 at AGM. Shannon Hurtubise will stand in until the end of the 2019-2020 school year</p> <p>Morgan Steacy who was an alternate GB member, will join GB replacing Tina Pontillo.</p>
<b>April</b>	
<p>Covid-19 Regulations and Health recommendations applied</p> <p>Field trips: All school trips have been cancelled for the remainder of the school year.</p> <p>Pizza lunches and activities cancelled due to COVID-19</p>	<p>The grade 6 graduation alternative date/event is being discussed for next year</p> <p>Pizza Lunch: The HANDS members are trying to come up with a plan regarding all the cancelled activities and pizza lunches. The options that could be available to parents would be a refund, a credit for the following school year or a donation on their part. The objective would be crediting as oppose to refunding. However, that could not be applied to the grade 6 students. HANDS is waiting on more news regarding the reopening of schools before a decision is made.</p>
Parents in need fund: A message was sent out to the Roslyn community about some parents being in need	HandS organized an emergency fund in collaboration with the Roslyn administration. The fund provided help with essential items for Roslyn families in need due to COVID-19. HandS is

during these trying times. The response was very positive.	looking into having a fund for “family emergencies” next year.
Government changes affecting our school: The government is recognizing student codes as of September 2020. However allowing classes to go into oversize. There will be a greater number of students in each class next year. There will be less hands to offer support	Our student population renewed with 650 for the 2020-2021 school year. However, we had to condense: one grade 1 class, one grade 2 class, one grade 4 class and one grade 6 class. A grade 1/2 split class and grade 4/6 split class will be added
Specialists for next year: Due to class sizes being cut down, specialists times were also reduced.	There will be a full time Technology teacher, a full time Music teacher, a Science teacher (75% - all grades except kindergarten) and a Drama teacher (25% for the kindergarten and grade 1 students). Due to COVID-19, specialists must travel to students.
May	
No Meetings Held	
June	
2020-2021 School Calendar was presented for Approval	2020-2021 School Calendar was presented for Approval Motion to Approve: Anabel Seconded: Julia Carbone Approved by GB
2020-2021 Code of Conduct Updated	Updated to reflect COVID-19 Health rules and recommendations; as well as Cell Phone policies, Anti-Bullying, Homework, for example, have been updated Motion to Approve: Julia Carbone Seconded: Geraldine Gras Approved by GB
School Supply Lists	Addition of a sentence on each list indicating that supplies from previous years can be reused as long as they are in good condition.  Motion to Approve: Ysanne Zmanay Seconded: Annie-Claude Godin Approved by GB
2020-2021 Budget Presented by Principal Joanna Genovesos	Motion to Approve: Ysanne Zmanay Seconded: Anne-Claude Godin Approved by GB
Uniform instead of Dress Code	Further discussion was needed as a result of concerns expressed by families with the interpretation of the Dress Code.  GB amended approved wording to allow for more flexibility with bottoms. Approved by GB Additional discussions via email ensued due to concerns of implementation during COVID-19

	New motion proposed by GB to revert back to the existing dress code for the 2020-21 school year. Motion to Approve: Ysanne Zmanay Seconded: Julie Gennesseaux Approved by GB
--	---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------

### **Sub-Committees and their Mandates**

If your governing board established sub-committees to look at issues and make recommendations, please identify.

- N/A

### **Informing the School Community**

The school community includes parents, staff and sometimes the larger community. Briefly describe the method(s) used, e.g., newsletters, notices, etc.

- Newsletters, notices from the administration

### **Recommendations**

Please indicate any recommendations for next year's governing board in terms of actions to be taken, issues to be addressed, method of operation, etc. You may wish to identify specific measures you would like the school board to take which would assist the functioning of the governing board.

1. The GB should elect a secretary and alternate secretary from the members to take minutes and manage the administrative tasks associated with GB meetings e.g. Meeting Minutes, Documenting member's attendance, documenting motions/approvals per meeting, facilitation with the distribution of supporting materials. Possible facilitation with Question and Answer Periods (Q&A), Posting of Minutes to the Roslyn website
2. Ensure that Roles and Responsibilities are clearly understood by members, basic training either through a power point or video conference regarding participation on a school governing should be made mandatory

### **Chairperson's Message**

This is optional but might include observations about the general assembly, the accomplishments, the challenges, the general functioning of the governing board, etc.

Being part of the GB as a member, and last year as chair has been a rewarding experience. The GB is comprised of parents/guardians with various experiences and from across several professions. This can create a powerful team of advocates who represent all parents while supporting the needs of a public school. It has offered a glimpse into the volume of work needed to run a school of this size and the level of commitment required by the administration, teachers, and general staff. It's remarkable. There's also a strong collaboration

between the GB, Administration and HandS which allows for more inputs from the community of families.

There have been some challenges along the way, but nothing insurmountable. Some improvements would be that more time is needed to review, discuss and understand proposals; once a motion has been approved by the GB it should not be revisited unless there are new or extreme circumstances, we had a few members leave mid-term.

This year the team dealt with the pandemic and several discussions were needed over and above the usual number of meetings. The team handled this with efficiency and grace.

When you're part of the GB, HandS or other volunteer activities, you're really at the heart of the action. The Roslyn community is committed to the core.

**Adopted by the Governing Board on:**

---

---

**Principal**

**Governing Board Chair**