

Clearpoint Elementary School

Minutes from Annual General Assembly (AGA) of Parents

Thursday, September 9, 2021

Written by: Daniel Trotto

| | | | |
|--|--|---|--|
| Location: Clearpoint Elementary School Zoom Meeting | | Date: Thursday, September 9, 2021 | Time: 7:30-8:30 p.m. |
| Attendees Governing Board (GB) Members: | | Attendees Parents/other: | |
| <ul style="list-style-type: none"> • David Estok • Daniel Trotto • Gabrielle Forestell • Karina Leonard • Katherine Wiebe • Kimberley Villarroel | <ul style="list-style-type: none"> • Louise Sudia • Marc Lucke • Marie-Flore Gignac • Rebecca-Anne Belmonte • Suzanne Larkin • Tassie Fyon | <ul style="list-style-type: none"> • Alex Bardoux • Amanada Blackburn • Audrey Lambert • Dov Bensimon • Erika Gunn • Laura Mazigi | <ul style="list-style-type: none"> • Liz Lopez • Rean Sayegh Lawand • Tatiana Mendez • Tayba Huot • Wendy Mendoza |

Agenda

- | | |
|---|--|
| <ol style="list-style-type: none"> 1. Opening of the Meeting 2. Naming of Secretary 3. Approval of the Agenda 4. Approval of minutes from September 2020 AGA 5. Adoption of the Online Election Procedure 6. Governing Board Overview, including presentation of annual report, Elections of new Members and Substitute Members | <ol style="list-style-type: none"> 7. Election of Parent Representative to Parents' Committee (PC) and Alternate Representative 8. Formation of a Parent Participation Organization (PPO) 9. Varia 10. Date of the first GB Meeting for the 2021 – 2022 school year 11. Adjourn |
|---|--|

Note: the minutes presented here generally list topics as they were discussed. This was, at times, in a different order than noted on this agenda.

1. Opening of the Meeting

Mr. Estok and Katherine welcomed everyone to the meeting at 7:30p.m.

Mr. Estok explained that:

- staff members are allowed to participate in the AGA, but only parents were allowed to vote in any of the elections.
- parents needed to complete the registration form for the AGA meeting. Only registered attendees would be allowed to cast their votes. Time was permitted at this point for any parents to complete their registration.

2. Naming of Secretary of Elections

Rebecca moved, seconded by Karina, that Dov Bensimon act as the secretary of elections for the AGA meeting. This role is responsible for overseeing the election process and ensuring that it is done with impartiality and in compliance with the [Education Act](#) of Québec. Carried unanimously.

3. Approval of the AGA Agenda

The agenda for the AGA was approved on a motion by Marc and seconded by Tatiana. Carried unanimously.

4. Approval of the Minutes September 2020 AGA Governing Board

It was moved by Liz and seconded by Tayba that the minutes be adopted as is. Carried unanimously.

5. Annual Report

Katherine presented the annual report to the group, highlighting many of the activities organized by the school during the 2020-2021 academic year.

6. Overview of Role and Function of the Governing Board

An overview of the GB was presented. It was explained that the GB plays a decisional role in schools. It is responsible for issues involving school life including the school's educational project, the annual budget and the development of school policies.

Clearpoint's GB consists of a maximum of 14 members: 7 parents, 7 staff members, and daycare with 2 seats reserved for the community representatives. The principal takes part in the governing board meetings, but does not have a voting role. It is the role of the GB to always make decisions that are in the best interests of the students. The GB meets monthly in the evening, at specific dates and times determined by the GB. Half of the parents need to be in attendance for quorum to be met.

Katherine also introduced the current members of the Governing Board as part of the report and mentioned that 4 of the 7 parent representatives were at the end of their mandates and will need to be replaced. The new parent representatives will serve for a 2-year term as per the [Education Act](#) of Québec.

7. Election Procedure

Mr. Estok explained the procedure for voting in this virtual AGA meeting. The voting process will be done via Zoom's polling feature, and supervised by the Secretary of Elections. Marc moved, seconded by Tayba, to adopt the procedure for voting. The motion was carried unanimously.

8. Election of New Members

Marc moved, seconded by Tayba, that the following parents who have submitted their candidacy for a two-year term as parent representatives be accepted into the elections.

- Alex Bardoux
- Amanda Blackburn
- Anna Maria Di Stasio
- Liz Lopez
- Marc Lucke

The motion was carried unanimously.

The results of the votes indicated that the following parents were elected:

- Alex Bardoux
- Amanda Blackburn
- Liz Lopez
- Marc Lucke

A motion approving the elections and accepting the vote was put forward by Danny and seconded by Rebecca. The motion was carried unanimously.

9. Election of substitute parent members

The meeting was informed that the GB has substitute parent members that can be used to represent a regular parent representatives who is not able to attend a meeting. The substitute members are then called upon to vote in lieu of the regular representative they are replacing. Substitute parent representatives occupy a one-year term, and the Clearpoint GB can have up to 7 substitute members.

The following parents have submitted their candiancy for a one-year term as substitute parent members:

- Anna Maria Di Stasio
- Audrey Lambert
- Erika Gunn
- Laura Mazigi
- Rebecca-Anne Belmonte
- Tatiana Mendez
- Tayba Huot

Since there were same amount of candidates as there was the number of positions available, all seven individuals were acclaimed.

A motion approving the acclimation was put forward by Tayba and seconded by Katherine. The motion was carried unanimously.

10. Election of Parent Representative and Alternate Representative members

A description of the Parents' Committee (PC) representative was given to the meeting by Marc, who served as the parent representative for 2019-2020 and 2020-2021 academic years. These individuals represent not only parents of the school but also parents of community of the school. The [Lester B Pearson Parents' Committee](#) is comprised of representatives from each school in the board. This representative has voting rights. An alternate representative is also sought. The alternate does not vote, unless the main representative is absent. The alternate member is expected to attend meeting with the main representative. This committee offers a viewpoint on what is happening at the board level as well as at the government level. PC meetings are open to public.

Following an enquiry into interest in this position, Marc was acclaimed as the main representative and Liz was acclaimed as alternate.

A motion approving the acclimation was put forward by Karina and seconded by Rebecca. The motion was carried unanimously.

11. Motion to form a Parents Participant Organization (PPO)

Katherine explained that although there is typically a vote on a PPO, there has never been a PPO at Clearpoint. This is mainly due to the fact that Clearpoint benefits from a very active and engaged Home & School association, which serves many of the functions that a PPO would be responsible for. Since there was therefore no support for a PPO expressed at the AGA, it was motioned by Tayba and seconded by Marc not to have a PPO for the 2021 – 2022 school year. The motion was carried unanimously.

12. Varia

No other topics were brought forth at this time.

13. Date of the first GB Meeting for the 2021 – 2022 school year

It was proposed to have the first meeting of the 2021-2022 school year on Wednesday October 13, 2021 at 6:30pm. The dates of the remainder 2021-2022 GB meetings will be decided during that meeting.

14. Adjourn

A motion to adjourn the meeting was put forward at 8:30 p.m. by Rean, seconded by Rebecca. The motion was carried unanimously.

Addendum: List of parent members of the Clearpoint Elementary Governing Board for the 2021-2022 school year

| List of parent representatives (7) | List of substitute parent representatives (7) |
|---|--|
| Alex Bardoux (year 1 of 2) | Anna Maria Di Stasio |
| Amanda Blackburn (year 1 of 2) | Audrey Lambert |
| Danny Trotto (year 2 of 2) | Erika Gunn |
| Karina Leonard (year 2 of 2) | Laura Mazigi |
| Katherine Wiebe (year 2 of 2) | Rebecca-Anne Belmonte |
| Liz Lopez (year 1 of 2) | Tatiana Mendez |
| Marc Lucke (year 1 of 2) - Parents' Committee Parent Representative | Tayba Huot |

Note: Substitute parent representatives occupy one-year terms.