



École Primaire  
**East Hill**  
Elementary School  
10350 Bd Perras, Montréal, QC H1C 2H1

**Governing Board Meeting # 1**

**Date:** September 29th, 2025 @ 7:00 p.m.  
Meeting

**Minutes**

**Members Present:**

<b>Parent Members</b>	<b>Staff Members</b>	<b>Administration</b>	<b>Guests</b>
Tania Mendonca	Antonella Andricciola	Mrs. Excellent	
Alicia Di Stefano	Catherine Laberge	Mr Steven Robelo	
Josianne Gelfusa	Connie Cirella		
Sabrina Di Iorio	Nadia Barrafato		
Gennifer Girardello	Marialuisa Guarnieri		
Domenico Cotugno			
Christina Mallozzi			
Damien Caruso			

**Member Regrets & Absences:**

<b>Parent Members</b>	<b>School Staff Members</b>	<b>Administration</b>

**1. Welcome**

**2. Introduction of Members**

2.1 All members present themselves.

**3. Additions to the Agenda**

3.1 None

**4. Approval of the Agenda** (document attached)

MOTION TO: Adopt the Agenda

MOVED BY: Sabrina Di Iorio

SECONDED: Catherine Laberge

VOTE: Unanimous

**5. Approval of Minutes of Last Meeting** (document attached)

MOTION TO: Approve the minutes of the last meeting

MOVED BY: Christine Mallozzi

SECONDED: Sabrina Di Iorio

VOTE: Unanimous

**6. Business Arising from Minutes**

6.1 None

**7. Public Question Period**

7.1 None

**8. Election of the Executive for 2025-26**

8.1 Election of Chairperson

- Mrs Sabrina Josianne Di Iorio is elected unanimously.

8.2 Election of Secretary

- Mme Gelfusa is elected unanimously.

8.3 Election of Treasurer

- Mrs Tania Mendoca is elected unanimously.

**9. Operations**

9.1 EH GB Rules of Internal Management - (document attached)

- Mr. Rebelo: briefly reminds that the document states the same rules of internal management as usual, brief return on main directives.

MOTION TO: Adopt the EH GB rules of internal management

MOVED BY: Tania Mendonca

SECONDED: Alicia Di Stefano

VOTE: Unanimous

9.2 Community Representatives

- Mr. Rebelo will reach out to our community actors to weigh their interest to be part of our discussions and board meetings.

**10. Proposed Schedule of Meetings** (document attached)

- Mr. Rebelo precises that the choice of the day to set the meeting is limited given that Tuesdays and Thursdays are not possible given other meetings to be held for teachers and in other structures of the school board. Approximately six or seven meetings are required or held in a school year. Ten meetings are currently scheduled to our calendar should they be needed. We also require for the first and last meeting to be held in person, the other meetings throughout the year will be held virtually.

**MOTION TO:** Approve the schedule of meetings

**MOVED BY:** Christine Mallozzi

**SECONDED:** Gennifer Girardello

**VOTE:** Unanimous

**11. New Business**

**11.1 EH GB Annual Report 2024-25** (document attached)

- Ms. Di Orio addresses the board members, no questions from the members.

**MOTION TO:** Approve the annual report

**MOVED BY:** Nadia Barrafato

**SECONDED:** Alicia Di Stefano

**VOTE:** Unanimous

**11.2 EH GB Financial Statement 2024-25** (document attached)

- Mr. Rebelo requests an authorization from the board members to transfer the balance of 288,64\$ to transfer to technological-computer lab project.

**MOTION TO:** Approve the budget correction-transfer

**MOVED BY:** Tania Mendoca

**SECONDED:** Christina Mallozzi

**VOTE:** Unanimous

**11.3 EH School Projects**

- Mr. Rebelo presents different projects:

- Replacement of computers in the media room (after 15 years), including both hardware and software upgrades. iPads were also purchased, and all equipment has now been replaced and updated. The school is currently in a strong position technologically. A dedicated fund has been established to ensure the sustainability of the project and to finance future replacements. A follow-up plan is in place to address equipment obsolescence. All funds are

specifically allocated for this project.

- **Art Room Project:**

A dedicated space for the arts has been created by repurposing one classroom. A sink has been installed, and the room is expected to be fully ready within 2–3 weeks.

- **STEAM 2.0 Project:**

East Hill was the first school to launch the STEAM 2.0 initiative. The main challenge now is securing a dedicated space for the program, including proper layout, furniture, supplies, and materials. The goal is to have the room fully set up by the end of the school year.

**11.4 Outdoor Space Project:**

The goal is to develop a large outdoor area that can serve as both an outdoor classroom equipped with some technology and a yard for recess activities. This would help avoid the need for two separate recess time slots. The project also includes the potential addition of a greenhouse. While funding is currently a challenge due to budget cuts this year, a detailed plan can be prepared in advance so it is ready for submission when funds become available.

**11.5 Financial Operations (document attached)**

Mr Rebelo raises an accounting issue: Funds were transferred to the Technology Fund. Mr. Rebelo suggests revoking the resolution and allocating the funds to a new fund dedicated to the yard space.

Questions:

Ms Gelfusa asks how much funds will remain available in the Technology fund: Mr Rebelo answer and approximate 10-12k\$

Ms Girardello asks if some immediate work or activities can be available now for students during recess, Mr Rebelo specifies that some equipment has been purchased.

**MOTION TO:** Approve the documents and financial operations as well as the orientations for future projects.

**MOVED BY:** Alicia Di Stefano

**SECONDED:** Christine Mallozzi

**VOTE:** Unanimous

**11.6 Charitable Cause 2025-26**

- Mme Excellent: every year we choose a charitable cause benefits children, but it also has an educational mission. Also, a cause that have members come to school for some activity and presentation to our students. This year we chose Make-A-Wish Foundation: The choice was based on statistics; this is what emerged after consulting the teachers.
- Ms Mallozzi asked how the funds would be collected and suggest that an online page would be an easier and more convenient way to donate.

**MOTION TO:** Approve the choice or the charitable cause

**MOVED BY:** Christina Mallozzi

**SECONDED:** Damiano Caruso

**VOTE:** Unanimous

### 11.7 Field Trips & Activities

- Mme Excellent presents the upcoming activities and outings:
- volleyball activity grade 5 and 6 on Nov. 19<sup>th</sup> at no cost.

**MOTION TO:** Approve the activity

**MOVED BY:** Tania Mendonca

**SECONDED:** Alicia Di Stefano

**VOTE:** Unanimous

### 11.8 Extra-Curricular Activities

- The providers have been approved by electronic vote for the soccer and other extra-curricular activities (Edu-action)
- Ms Malozzi request that we investigate *Fearless kind girls*, a program designed for girls to support wellbeing, communication skills and self-esteem – Mr Rebelo mentions he will investigate the program.

### 11.9 Recording of Electronic Votes

- Here are the results of the electronic votes held by the board members:
  - In favor of: Soccer playdate held on Sept. 29<sup>th</sup> for students of grade 5 and 6;
  - In favor of: Cross country activity held on Oct 9<sup>th</sup> for student of grade 5 and 6;
  - In favor of: various providers for extra-curricular activities (example: soccer, arts, etc.).

### 11.10 Daycare closure

- Ms Connie mentions that the daycare will be closed on November 7<sup>th</sup> given the convention of QPAT.

## 12. Reports

### 12.1 Commissioner

- Report sent (document attached)

### 12.2 Chairperson

- Nothing to report.

### 12.3 Principal

- Mme Excellent speaks about the welcome back activity with family night and how it was a beautiful turn out. She sends out a big thank you to H&S for the nice welcome to parents for the first day of Pre-k and K students. Then talks about the high school visits for the grade 6 students. Mme Excellent presents the various activities planned for Truth & reconciliation day. She also reveals that the school raised 3 867,90\$ for AlterGO during the last school year, she is very thankful to all. Lastly, first communication to parents will be sent through Mosaik.

### 12.4 Teachers

- Mme Laberge prend la parole et mentionne que tous les étudiants sont fébriles et tous vivent la frénésie du début d'année!

### 12.5 Daycare

- Ms Connie welcomes new staff members in the daycare team and is grateful for a new

assistant to alleviate the administrative work. She then requires an approval from the board members for an activity held outside the school. Teachers needing to be in school for parent-teacher meetings. She proposes the Dino Alive activity at a cost of 45\$ per student.

**MOTION TO:** Approve the daycare outing

**MOVED BY:** Domenico Cotugno

**SECONDED:** Gennifer Girardello

**VOTE:** Unanimous

#### 12.6 Home & School

- Ms Mendonca mentionnes their first meeting will be help on October 7<sup>th</sup>. They are now planning Halloween activities. Also recognizes the great outcome of the Welcome back activities.

#### 12.7 EPC

- Ms Di Iorio mentions the first meeting hasn't been help yet but is scheduled for mid-October.

#### **Next Meeting / Adjournment**

Next meeting is scheduled for October 27<sup>th</sup>.

Meeting adjourns at 7:59pm.

**MOTION TO:** Approve the adjournment and date of next meeting

**MOVED BY:** Alicia Di Stefano

**SECONDED:** Christina Malozzi

**VOTE:** Unanimous

**Signatures:**

**Date:**

  
\_\_\_\_\_  
Principal

Jan 16, 2026

  
\_\_\_\_\_  
Governing Board Chair

Jan 15 2026