
Gerald McShane Elementary School

Minutes of the Governing Board Meeting
Held on Tuesday April 15, 2025, at 7:00 PM
In Person

Present:		Absent/Regrets
Antonio Petosa, secretary	Vince Timpano, principal	Silva Muzzo
Shane Fombuena	Karine Gomes Silva	Suzan Perera
David Reda, Vice-chair	Elisa Baronello	Amalia Lavoratore, treasurer
Mary Di Fulvio, Chair	Christina Gioia	Sandra Renzi (alternate)
Elvira Corso (online)	Pammy Lacroce	Claudio Prioletta
Clemintina Fraga (online)	Sonia D’Addario	Angie Iadinardi
Linda Matteo		
Lara Villani		

1. Meeting was called to order at 7:15 PM.

2. Adoption of Agenda:

2.1 (March 25, 2025).

Mover: Pammy

Second: Karine

Agenda approved unanimously.

3. Adoption of previous minutes:

From meeting of March 25, 2025

Mover: Karine; Second: Sonia

Approved by group that was present.

4. Business arising from last minutes:

- Daycare handbook
 - Work in progress and will be presented shortly – will be tabled for next meeting.
- Fans for classrooms – PPO discussion on what type of fan to purchase – tower fans – we will shop around for quality and price. – Walmart is the best option.

5. New Business:

5.1 2025-2026 Academic Calendar (181 teaching days)

- Mover: Antonio; Second: Shane
- Unanimous approval.

5.2 Increase in lunch fees – 2025-2026

- Situation with our lunch fees – set at \$1.50 for numerous years which has created a deficit with the increase of salaries.
- Depending on the number of enrollments (students) – extra staff will be required (ratio 1:20)
- 300 student enrollments projected - Projection 5-6 monitors
- Yearly salary - \$33/ hour + new collective agreement for lunch monitors – (required to paid 1hr every ped-day + 5 hours for March break – which will come into effect 2025-2026 school year)
- Rate increase to \$1.65

Here are the notes and calculations presented by Principal Vince:

Calculations based on approximate enrollment numbers - 285 students, please see approximate calculations below:

- **Enrollment:** 285 students
- **Regular Lunch Program:** 152 students (- 133 students' daycare)
- **Adult to Student Ratio in Lunch:** 1 adult to 40 (do not recommend)
- **Approximate Yearly Salary for Lunch Monitors:** \$33.00 (\$26.98+12.13%+8.77%) x 200 days = \$6 600.00 (rounded up to top of the scale and took into consideration that they need to work on ped days as per their collective agreement)
- **Recommend 5 or 6 Lunch Monitors - see table below:**

Lunch Monitors	Ratio (Adult to student) 152 students / 5 lunch monitors	Lunch Fees \$1.65 x 180 days x152 students	Salaries \$6600/ lunch monitor	Projected Surplus
5	1 adult to 30.4 students	\$ 45,144.00	\$ 33,000.00	\$ 12,144.00
6	1 adult to 25.3 students	\$ 45,144.00	\$ 39,600.00	\$ 5,544.00

A one-month surplus is recommended for fluctuation of students (either decrease in students and cannot abolish lunch monitor position during the year or increase of students and need to hire an additional educator + take into consideration salaries for replacements).

Keep in mind that these numbers are approximative as we do not have the true enrollment numbers for school or daycare.

Lunch Program Summary: 2024–2025 School Year

- **Total Students in Lunch Program:** 147 (Expected Revenue: \$39 690)
- **Number of Lunch Monitors:** 8 (Expected Salary Cost: \$51 200)(calculated at \$32.00/hr at 200 days)
- **Student-to-Adult Ratio:** Approximately 18.37 students per lunch monitor
 - (This ratio helps explain some of the lunch program's budgetary pressure.)

Financial Overview

- **Uncollected Lunch Fees (September–April):** \$6,442.73
- **Note:** This amount does **not** include fees for **May and June**, which have **not yet been invoiced**.
- **Deficit attributed:** Uncollected Lunch fees and over staffing

- Mover: Antonio; Second: Linda
- Unanimous approval.

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- 5.3 Meeting upcoming for bike path project April 23 (POI)
 - 5.4 June 2nd no longer a Ped Day will be a Friday schedule (POI)
 - 5.5 E-vote for student code of conduct April 28 (email will be sent on April 22) (POI)
 - 5.6 Landscaping outdoor Sr. Yard (POI)
 - 5.7 Daycare / Lunchtime - Fire drill upcoming (POI)

6. Reports

6.1: Commissioner Susan Pereira.

- There isn't any report for this meeting.

6.2: GB Chairperson – possibility of a supplier for school supply list

6.3: Principal Vince:

6.4: Teachers:

- April 29th – May 8 - FSL exam grade 6 (POI)
- May 7 – Halo Run Gr. 4-6 (approval)
 - Mover: Sonia; Second: Pammy
 - Unanimous approval.
- May 20 – June 3 – ELA exam Gr. 6 (POI)
- May 14 – Musical Dress Rehearsal (POI)
- May 15 – Afternoon Musical 1pm (POI)
- May 16 – Morning Musical 10am & Evening 7pm (POI)
- May 28 – Track and Field select students Gr. 5/6 (POI)
 - Mover: Sonia; Second: Pammy
 - Unanimous approval.
- May 9th – Welcome to kindergarden.
- June 3 – ELA exam Gr. 6 (POI)
- June 10 - 12 – Math exam Gr. 6 (POI)
- Storytellers – Teresa P. and Elisabeth R. – at Michelangelo school - successful
- GMS futsal – at LMAC (3 games) – first time GMS participated
- 5/6c/6b – band concert in June (parents invited for 1-2 concert performances)

6.5: Daycare (Ms. Clementina)

- April 28th – Ped Day – Science Museum at the Old Port
- May 9 – Repti-Zoo
- May 9 (am) – coding will be presented by Morgan Stanley

6.6: Sports concentration:

- Last Friday March 21st – hockey play day was very successful
- Soccer play day to come in the next month
- Soccer net installation

6.7: PPO:

- Planning for Spring Fling
- Need approval for \$100 / chocolate box -World Finest Chocolate:
 - Mover: Clementina; Second: Pammy
 - Unanimous approval.

6.8 – EMSBPC:

- Bill 94 – school board sending a letter to the government
- Budget cuts to the EMSB coming (admin, operational)
- Saint Monica School – same situation with bike path recently configured – very dangerous.

Here are the minutes from the last meeting (April 3rd, 2025):

EMSB Parent Council Meeting Highlights

DATE: Thursday April 3 2025 at 7:00pm.

1. Business Arising

2.1.1 PROPOSAL TO RESCIND POLICY PS-2 – LANGUAGE OF INSTRUCTION FOR- THE ETHICS AND RELIGIOUS CULTURE (ERC) PROGRAM-Approved to rescind

2.1.2 PROPOSAL TO RESCIND POLICY PS-4 – REPORTING PRACTICE-Approved to rescind

2.1.3 PROPOSAL TO RESCIND POLICY PS-13 – PHYSICAL EDUCATION SAFETY-not approved to be rescinded until PC chair has received a written procedure/guidelines regarding the installation, maintenance and safety of the equipment for the company that is responsible for the equipment such as basketball nets, soccer nets etc.

Budgeting Building Process- Approved

2. New Business

New Bill 94- Bill 94, introduced by the Minister of Education, Bernard Drainville, aims to reinforce laicity within the Quebec education system by amending the Education Act and the Act Respecting Private Education. The Bill sets out new obligations for schools, administration, school/centre staff , students, and all people volunteering or offering services in school to ensure compliance with state secularism and democratic values. We will be drafting a letter that will be sent.

Letter Regarding Governing Board Email Address- a letter has been written again-it was approved to be sent to the Administration.

Trips to US: No issues of yet.

3. Reports

Parent Commissioners

- **Nick Katalifos, the Director General of the EMSB, was awarded the King Charles III Coronation Medal and it was presented by Senator Leo Housakis;**

- 23 students from across the EMSB were present and were awarded the Robert A. Peck Prize for excellence in French;
- Sharon Nelson, Commissioner of Ward 5, was honored for being recognized as one of CBC's Black Changemakers of 2024.
- Jamal Coleman from Lauren Hill Academy school was recognized as the student of the month.
- The Ministère de l'Éducation announced significant budget cuts to education including a 2.6 million dollar cut to the EMSB. The finance folks worked hard to find places to cut that do not impact students directly – looked to make cuts to administrative / operational aspects of the board like grass cutting. For the salary component, the reductions were mainly related to current vacant posts. We will share any other information when possible. For the 2025-2026 budget, the MEQ has indicated the budgetary cut will continue. Finance team and senior administration will examine all budgets to determine reductions to meet the target, as some of the above are not necessarily sustainable. For example, a vacant post not filled does not mean it can remain unfilled in 2025-2026.
- A Code of Ethics developed by the Ministère outlining the practices and conduct expected of persons working or in contact with minors or students with disabilities was presented to the council for approval. While it was recognized that this code is vitally important, it was felt by the majority that it required some review and amendments by the ethics committee before approval. On April 2, a letter was sent to Minister Drainville from the nine English-language school boards who delivered a unified message on the government's proposed code of ethics. The school boards relayed that they will be adopting the parts of the code that fall within the scope of the law, i.e., the protection of students, the prevention of sexual violence, etc. Some amendments will need to be made and language in the code modified replacing words with more appropriate language.
- Commissioner of Ward 5 Sharon Nelson reported that she is working alongside representatives from the Ville de Montreal to address road safety concerns around Saint Monica's School. Parent commissioners did relay that numerous delegates expressed concerns regarding road changes around school premises, including the installation of bike lanes that have the potential to block school access points. Question for further discussion/exploration: How can the EMSB Parents Committee delegates along Council of Commissioners advocate for more community consultation when it comes to the reconfiguration of roads around EMSB schools?

EPCA:

- Complaints Procedure
- Bill 40- A great win 😊
- April 22-Survey for parents to complete
- April 28th Digital Literacy at 7:00pm
- Embarking on Strategic Plan for EPCA

Transportation:

- Next Meeting April 11th 2025

Advisory Committee on Special Education Services:

Will discuss in May meeting how it to access/advocate special education services for your child, what are the limitations and what are your rights as a parent.

Next meeting is on Thursday May 01, 2025 @7:00pm at JFK high school

6.9: CLC (Ms . Linda):

- Gem Fruit et Legumes - nutrition awareness - May 22.

- Initiation to Robotics- pilot project (limited to 12 students)- Ms. Adriana Dilalla - after school program is successful. Table situation in open spaces will be very good.

- Boys empowerment group- pilot project- (Mr. Svens) who has extensive experience with this program-April (Grade

4) and May (Grade 5) - only open for non-sports students for now because it takes place during lunchtime -working on finding a solution to also include sports concentration children . Dates to come; Activities for boys club program: talking, motivational and self-esteem activities, animator will get a sense for the children's needs as well as discussing events that may have occurred throughout the week. Teachers request to have an input into which students are chosen to attend this activity.

7. **Varia**

8. **Question Period**

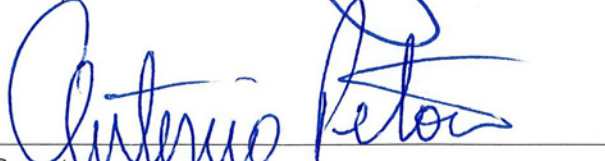
- No topics announced.

9. **Adjournment**

Moved: Clementina - second Elvira. All moved to adjourn the meeting at

8:27 PM . Next meeting: May 20th - In person.

Principal



Antonio Peton

Secretary

GB Chair

