



École Secondaire LAURIER MACDONALD High School

7355 Viau,
St. Leonard, Quebec, H1S 3C2
Tel.: (514) 374.6000 Fax: (514) 374-7220
www.lauriermacdonald.ca/lmac



**Governing Board Meeting Minutes
Meeting #4 – March 26, 2025 7:05 pm**

Name of member	Role	P/A	Name of member	Role	P/A
Stephanie Passucci	GB Chair/PC Del	P	Ramona Potesta	Community rep	P
Sandra Tartamella	GB Treasurer	A	Gerry Tullio	Community rep	A
Vanessa Cabral	PC Alt	P	Amya Pagano Castle	Student	P
Cristina Celzi	Principal	A	Lucia Lisi	Student	P
Jessica Monti	Vice-Principal	P	Angela De Ciccio	Parent	P
Valérie Barnabé	IB Coordinator	P	Angelo Irrerra	Parent	P
Micheline Castonguay	Teacher	P	Emiliana Settino	Parent	P
Andy D'Alessandro	Teacher	P	Mary Vasile	Parent	P
Veronica De Ciccio	Teacher	P	Antonio Zaruso	Parent	P
Alex Di Viccaro	Teacher	P	Mario Pietrangelo	Commissioner	A
Lisa Marcogliese	Teacher	P			
Marcel Pinto	Teacher	P			
Required for Quorum: 12 Present, 4 Parents			Members Present: 18		

1. Welcome-Land Acknowledgements: Recited by Miss Lucia Lisi

2. Appointment of the meeting secretary: Mr. Antonio Zaruso volunteered to that the minutes.

3. Approval of the Agenda

It was moved by Mrs. Vanessa Cabral, seconded by Mrs. Veronica De Ciccio and unanimously resolved that the agenda be approved with the modifications discussed.

Vote:17-0-0. Motion passed.

4. Adoption of the Minutes for the GB meeting held on January 14, 2025.

It was moved by Mrs. Vanessa Cabral, seconded by Mrs. Veronica De Ciccio and unanimously resolved that the minutes from the GB meeting held on January 14, 2025 be approved with the discussed modifications.

Vote:17-0-0. Motion passed.

5. Business Arising from the minutes of January 14, 2025, GB meeting

- None



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6. New Business:

6.1 Recording of E-Vote for Boston trip:

Results of E-Vote for Boston trip were recorded. E-Vote opened Jan 24, 2025, and closed on Jan 28, 2025.

Vote:15-0-0. Motion passed.

6.2 Anti-Bullying and Anti-Violence:

Mrs. Jessica Monti provided a detailed explanation of this document, and put the document into perspective reflecting today's challenges to our GB.

It was moved by Marcel Pinto, seconded by Mrs. Alex Di Viccaro and unanimously resolved that the Anti-Bullying and Anti-Violence Plan presented by Mrs. Jessica Monti be approved as presented.

Vote:17-0-0. Motion passed.

6.3 Principal's Criteria document:

The changes to be implemented following the GB comments and suggestions will be carried out by our Chairperson Mrs. Stephanie Passucci, revised document will then later be presented to the GB.

ADMINISTRATION COMPETENCIES:

Manage and motivate the personnel of the school: set standards of performance and evaluation with regards to the International Baccalaureate Middle Years Program, Aim High Program, and Enriched Program.

Make appropriate recommendations to the schoolboard pertaining to the management of the school's programs (IB MYP program, Core Program, Aim High Program and Enriched Program....), Human resources, materials and finances.

Mrs. Valerie Barnabe, suggests correction to the language of the IB program changing the nomenclature to the above.

The Candidate should also possess the following qualities, be able to communicate effectively and with transparency with the students, teachers, staff, and parents.

Be proactive and have a visible presence in the school.

It was suggested that the qualifier, Good be replaced to Excellent, Mrs. Lisa Marcogliese.

PEDAGOGICAL COMPETENCIES:

The principal should be experienced in or be supportive International Baccalaureate Program. The principal must be able to model the attributes of the MYP definition of what it means to be internationally minded.



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Responsive to the pedagogical needs of teachers and students identified through an active involvement in the school and the classroom.

To understand the needs of the stakeholders and collaborate with the GB and PPO.

Up to date with respect to changes in education.

THE IDEAL CANDIDATE SHOULD ALSO POSSES THE FOLLOWING QUALITIES:

Be an excellent leader

Lead with integrity and fairness

Exceptional listening skills

Exceptional interpersonal skills

Ability to respect commitments and meet deadlines

Ability to communicate masterly in both French and English.

6.4 Budget building process:

Mrs. Stephanie Passucci provided a detailed description of this document, which presents the same priorities as last year.

Mrs. Lisa Marcogliese openly read the points to our priorities list being, Environment, Health and Safety, aging intercom system, camera, building improvements, security and maintenance. Mrs. Jessica Monti mentions that all is up to date and functioning as should be, although 2 cameras are working intermittently, and the service repair team has assessed the issue and a resolve will be implemented upon a set fixed return date to be announced. The affected areas are of low concern.

Mrs. Lisa Marcogliese read through all of the eight points so they can all be assessed by our GB and later prioritized.

Mrs. Lisa Marcogliese suggested that item #2 be moved up the ladder, to the number 1 spot, due to the increased amount of resource students, which evidently require more resources, and an extra guidance counselor, Mr. Marcel Pinto also adds that any extra bit of help will always benefit the kids.

Chair Mrs. Stephanie Passucci along with the GB approval, votes in favor to have item #2 swap positions with item #1. Mrs. Stephanie Passucci at this point continues to go over the items, Mrs. Lisa Marcogliese would strongly appreciate if item # 8, IT resource person has a much more pronounced presence within the school.

Mrs. Alex Di Vaccario spoke up to item #4, and mentioned the availability of more new laptops would be greatly appreciated, and is suggesting that item #4 also be moved up the ladder. Ms. Lucia Lisi, provides additional testimony that half the computers in the computer lab, are not functioning. Mrs. Lisa Marcogliese suggests that the order be reviewed again, Mrs. Micheline Castonguay also chimes in at this point stressing the importance of available IT in proper functioning order at all times, in all of its forms, be it tablet, computer, I-pads, so as to benefit the students in performing their educational work.



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The only concern is to be able to set up some sort of internal controls to prevent misuse of the IT equipment, on things like social media for example, etc....

Mrs. Emiliana Settino asks about upgrading the computer labs or the portable labs, and what would be the specific numbers with regards to the computers or laptops.

Mrs. Alex Di Viccaro responds, that each section has a set of portable lab carts, the issues which arise is the continued breakdown of laptops, and the rotating schedule of unknown breakdowns from the ones which get repaired and break without any order.

She strongly suggests a remedial solution would be the purchase of new laptops, and ensuring that all 35 within the carts are in proper working order.

Mrs. Lisa Marcogliese follows up with the possibility of buying as many laptops as possible to help enhance student learning, and help with numeracy.

Mrs. Veronica Di Ciccio also stresses that the school follow up with the purchase of new laptops.

Following extensive comments from the GB, and a restructuring of the items, and a vote by the GB, Mrs. Stephanie Passucci, has enough information to reformulate the item list, and the new order will read as follows, item # 2, 1, 4, 3, 5, 8, 6, and 7.

The revised items will be presented as such, agreed by our GB:

- 1- Staffing: increase the number of resources teachers, Childcare Workers (CCW), and professionals (i.e., Psychologist and Guidance counsellors) for all students. Also to consider different programs when allocating staff to the schools.
- 2- Environment, Health, and Safety (i.e., aging intercom system, camera, building improvements, security, maintenance).
- 3- Technology: keep improving/UpToDate (modernize) the infrastructure, equipment, laptops, hardware, and professional development to enhance student learning and success.
- 4- Increase funding for professional development and resource material for Literacy (in English and French) and in Numeracy. To improve the success rate of our students.
- 5- To maintain or increase necessary funding for teacher training for MYP (IB).
- 6- To increase the school's allocation of the IT Field services technician due to the higher demand for technologies and related equipment.
- 7- Increase spending for educational materials and educational programs (i.e., texts, software, and subscriptions).
- 8- Increase spending for workshops with in-depth focus on mental health as well as in depth education about broader community, including racial minorities, LGBTQ+, and other marginalized groups.



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Budget Building Process 2025-2026

Mrs. Ramona Potesta read the criteria supplied by the EMSB, regarding the Guiding Principles 2025-2026. Item#4 needs to be reworded to include a more concise and relevant language, Mrs. Stephanie Passucci will prepare a final version of the document, and then final versions of the two documents Principal's criteria, and Budget building process will be sent in two separate e-mails, to the GB.

The document will read as such:

i: Agreed

ii: Agreed

iii: Agreed

iv: Agreed- When evaluating capital expenditures, priority shall be given to projects that heighten the health and safety of the school

v: (second one) Agreed – ensure that staffing is assigned based on school needs, profile of student population, and specific programs within the school, in addition to enrolment when considering weighted students.

vi: Agreed

vii: Agreed

viii: Agreed

ix: Agreed

x: Agreed

xi: Agreed

Continued financial support of the IB (MYP) is necessary to ensure successful implementation to obtain certification and to maintain the MYP program. It is in the interest of the EMSB to support all special programs. Offering diverse programming is interesting to our communities and allows children and teens to experience a different perspective and holistic education

6.5 PPO update:

Mrs. Vanessa Cabral, mentions that staff appreciation went very well managing to raise \$3300.00 from donations of companies, parents, a bake sale and a dress down day. The expenses for the staff week were \$1925.00, leaving a balance of \$1375.70 in our PPO fund. The PPO has 30 members,



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and the future plans would be to potentially host a Uniform sale, whereby uniforms that have been donated, by students graduating, or they simply no longer fit, the PPO would like to organize such a sale and memo the school community on how to collect these uniforms, and then organize the sale. The logistics of this sale depend on when our mandated uniform supplier is present on our school grounds, to avoid a conflict. Sometime mid-May.

Mrs. Cristina Celzi is to inform Mrs. Vanessa Cabral, of this date, so the PPO can move forward, to inform the school population and parents, on how to donate, and purchase these uniforms, prior to the official supplier uniform sale. The PPO uniform sale will be after hours from 3:30 to 6:00pm. GB approval is needed.

The motion to approve a PPO uniform sale was motioned by Mrs. Veronica De Ciccio and seconded by Mrs. Lisa Marcogliese. All in favor, no abstentions, motion is passed.

Two other ideas are brought forward by Mrs. Vanessa Cabral, they are Fundschrift, and Fruitmeup, these fundraisers will be year-long and are set to debut this September.

Fundschrift. LMAC is given a code that is linked to an account, PPO will open an account with Fundschrift, and the distribute the code to the community, so they may purchase gift cards, there are many merchants who participate and the % of profit LMAC receives depends on the merchant. Once these cards are ordered, they are shipped to the school and labelled with the child's name, once the cards are used, money will be deposited into our PPO account and we can request a check be sent to the school as long as the amount surpasses \$50.00.

Fundschrift also mentioned that if a credit card is used to purchase the gift cards, then the retailers keep 2.5% of the proceeds the school would have received. However, there are other options to pay for the gift cards that will give us the full percentage. The first being online banking. It would take 2-3 business day delay for the funds to be sent to Fundschrift. Once payment is processed, Fundschrift will ship the gift cards to the school.

The other option has no delay in waiting for funds to clear and that is EFT. The person purchasing the gift cards would send a specimen check to Fundschrift. That would then stay in the system and

funds are taken only when the purchaser requests to purchase a gift card. That is automatic and the gift cards are sent the same day as long as the request is made before 3pm. Reloadable and virtual gift cards also exist.

It was moved by Vanessa Cabral, to introduce Fundschrift as a yearlong fundraiser with proceeds going directly to the PPO, seconded by all, all in favor, zero abstentions, motion passed.

Fruitmeup Montreal is a supplier of fruits and vegetables delivered to your door. It's by subscription box and there are 3 different sizes to choose from, prices vary accordingly. They are Local and LMAC will be given a code for parents to use. Each box sold represents a \$5.00 return, and would be distributed monthly to LMAC, anyone can use the code, and the PPO will get the profits.



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Mrs. Valerie Barnabe brings into question the Fundscript gift cards rebate efficacy, and questions whether they honor the rebates mentioned, Mrs. Lisa Marcogliese also seconds this issue, and so did Mrs. Veronica De Ciccio, though she does mention we have absolutely nothing to lose in giving it a second go again.

A motion to approve the Fruitmeup Montreal yearly fundraiser was moved by Mrs. Valerie Barnabe, and seconded by Mrs. Lisa Marcogliese, all in favour, no abstentions, motion passed.

All teachers and staff expressed thanks and gratitude for the Teacher and Staff appreciation week.

6.6 Course Preferences:

Mrs. Jessica Monti is speaking to this topic, and mentions good news in the way of which we offer course options, which shows a document which is user friendly for both students and parents, and explains or shows a pathway relative to the courses chosen and the future possibilities those choices offer. The course preference sheet will provide a better global picture of their educational future, based on the students chosen path. The Guidance Counselors will be visiting the classrooms, to help the students make wiser choices, once the course preference sheets are distributed. The only change to course options is that dance is being offered to Sec 1 and Sec 3, and will return to Sec 1 and Sec 2 the following year. This year was a trial period and was a tenuous affair to schedule accordingly, all others remain status quo, the feedback is positive based on this year's offerings.

Mrs. Jessica Monti is requesting a motion to be forwarded to approve the following Course Preferences document. Moved and approved by Mrs. Lisa Marcogliese and seconded by Mr Andy D'Allessandro.

6.7 Snow Days:

Mrs. Jessica Monti will be discussing this topic, and has announced that EMSB, will request that one given day be given back, due to an unknown logical reason, likely due to two snow days being triggered in close proximity. Friday May 9, 2025 will no longer be a Ped. Day, it will be a regular school day, and will also be a Day 1. A letter will be going out to the school community advising of this important correction to the school calendar 2024-2025.

6.8 2025-2026 School Calendar:

Mrs. Jessica Monti will be going over the proposed school calendar 2025-2026, which was recently worked on with staff council. There are 20 Ped days, to be scheduled for the year, 9 of these Ped days appear in pink, and are fixed days. There are another 11 Ped days that were decided during the most recent staff council, there are 6 moveable Ped days, 2 Snow days, 1 Ped day is designed for the success plan, and 2 board wide Ped days.



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This calendar 2025-2026 refers to all parameters regarding teacher led Ped days, as well as the board requirements.

Mrs. Stephanie Passucci is requesting a motion to be forwarded to approve the following Calendar 2025-2026. Moved and approved by Mrs. Vanessa Cabral, and seconded by Mr. Marcel Pinto.

Mrs. Stephanie Passucci is also requesting a motion to have the GB meeting move past 9:00 pm so the GB may be able to complete the agenda time being allotted is for an extra fifteen minutes. Approved by Mr. Angelo Irrera, and seconded by Mrs. Lisa Margogliese.

6.9 School trips:

Mrs. Valerie Barnabe will be speaking to all the trips on the GB agenda, however she does mention that some information is lacking, but will explain the trips to the best of her knowledge and information available.

6.10 Europe 2026: Applies to Secondary 5 students only

This trip will likely take place somewhere in February, before spring break, and it will be heading out to Rome, Italy and Athens, Greece, it is a 9 day trip. In Rome the activities will be a visit to the Coliseum, Roman forum, the Vatican City, and Pompeii, followed by a flight to Athens, The activities will include a visit to Corin Canal, Lagora, Athens, and will include a pottery workshop as well.

The pricing for a small group 12 children will be \$5300.00, and will be cancelled if there are less than 12 children. The trip will be \$4535.00, if there are 24 children interested in going.

These prices include breakfast, insurance and suppers, lunch is not included. The travel provider is EF tours

6.11 Costa Rica 2026: Applies to all Secondary 3, 4, and 5 students.

This trip will be a senior tour, provided by Educa tour which provided the school with all of its requirements, and is a services action trip, whereby students will be working, work hard plat hard type trip. Whereby everyone will be working at the Jaguar rescue center for rescue animals. There are 2 days of work planned at this center, and a night time activity a first for this trip which is an activity planned with turtles.

This trip includes everything from 3 meals a day, the group is always together, and will expose the students to all local foods, and the cultural lifestyles, also a meeting is organized with a group of women touching on social insertion.

This trip requires a minimum of 15 students, which will be priced at \$4040.00 with everything included for this 9 day trip. Students are not required to carry any substantial amounts of money, as this is not a shopping trip, but rather a work type trip. The trip will not proceed if the minimum is not met 15 students. Mrs. Micheline Castonguay raised a question about the timing of this trip?



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Mrs. Valerie Barnabe responded that all these trips will be happening around mid- February, 18-26.

6.12 Japan 2027: Only Secondary 5 students

Mrs. Valerie Barnabe mentions that she is uncertain if this trip will materialize or not, and a minimum of 12 students is required, and is somewhat pricey. The cost is \$7525.00, should 25 students be interested in this trip then the cost will be \$6870.00. This trip is organized by EF tours, which usually means breakfast and supper are included, and lunch is at the student's discretion, this is a 10 day trip, with 8 days in Japan, and 2 days of travel insurance is included. This trip will involve visiting Tokyo, Hiroshima, Kyoto, and Accord. This trip is being announced today, so as to help parents, better plan and budget should they be interested due to the exorbitant costs involved. This Japan trip is planned for around February 20-27, 2027, however, if the interest is not there, then this trip will be scrubbed for a European trip.

Mrs. Micheline Castonguay is questioning why these trips occur before March Break, she is asking because she teaches secondary 5, and depending on these trips, and which students leave, she finds herself babysitting the remaining students for about a week, that do not go on these trips. She also mentions that EF tours isn't the gold standard when it comes to these trips, but she does mention that they price themselves to be competitive.

Mrs. Jessica Monti answers she doesn't know why these trips occur prior to March break, Mrs. Veronica De Ciccio also chimes in saying these trips are exhausting, and it also interferes, with the teachers time off during March Break. Mrs. Veronica De Ciccio also adds that this year it really only added up to about 3 school days because we had winter activities, and a snow day.

Mrs. Stephanie Passucci is motioning that the trips be approved as presents, Mrs. Vanessa Cabral approves, seconded by Mrs. Alex Di Viccaro. Against Mrs. Micheline Castonguay, motion passed the trips are approved.

6.13 Building Blocks Tutorials:

Mrs. Jessica Monti will be speaking to this and is something that we have offered in the past, and is asking that the GB that we continue to offer this service again, and parents will receive a letter to this program, which aids students in the final exam phase of their school year. This will help to benefit our students success, this tutorial session will be happening over a weekend on a Saturday, and Sunday between May 24, and June 15, these are tentative at the moment, and the school will be subsidizing a large portion of this cost, and the parents costs will be around \$60.00, and will be held from 9 am to 1pm on Saturday and Sunday. The courses offered will be Secondary 1 to 4 Math, Secondary 4 History, and Secondary 4 Science. Mrs. Stephanie Passucci is motioning that the Building Blocks tutorial proceed as in the past, approved by Mrs. Vanessa Cabral, seconded by Mrs. Angelo Irrera. The GB approved the motion.



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6.14 15+ Program:

Mrs. Jessica Monti is bringing this item to the Governing Board for approval due to the time-sensitive nature of a grant opportunity from the Ministry (due at the end of March). This grant would provide funding to implement the 15+ program, which is designed to support students who are 15 years of age and who:

- Have earned credits in Secondary Cycle I but would struggle with a full Secondary III course load.
- Require additional flexibility in their learning, allowing them to continue working on core academic subjects while also exploring semi-skilled trades.
- Have successfully certified in the WOTP Semi-Skilled Training Path and wish to remain at the secondary level, as they are not yet ready to transition to vocational education or move on from high school.

Moreover, this program could serve as a continuation option after WOTP, which is a great option for our current Aim High students.

Motion to approve the school's application for the Ministry grant to fund the implementation of the 15+ program, providing an additional academic and vocational pathway for eligible students.

It was moved by Mr. Antonio Zaruso, seconded by Mrs. Valerie Barnabe and unanimously resolved that the 15+ Program presented by Mrs. Jessica Monti be approved.

Vote: 17-0-0. Motion passed.

7. Student Report

February

7th: Dress down + dance

14th: Hhouse day

19th-26th : Europe trip

20-21st: Quebec City

Week of 20th: staff appreciation

24th: pink shirt day (instead of 26th)

25-26: carnival

27th: parent teacher interview

March 28th-9th: spring break

13th: presentation about driving safe

26th: GSA Sumit



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8. IB Report

IB Personal Projects

January and February had a lot of raising awareness campaign, class presentation and fundraiser as the secondary 5 students were in the last stretch of the completion of their Personal Projects.

They were all submitted on February 17th, right before the sec. 5 Europe trip.

The last step of their Project is the Fair which will be happening on April 30th.

April Activities

We are going to participate in La Grande Corvée de propreté organisée par l'éco-quartier de St-Léonard.

The activity is on April 16th, from 1 pm to 3:30 pm. Students who sign up are eligible to get Service as Action. More information will be sent to the parents soon.

Le jour de la Terre.

On April 22nd, we will have our 1st Zero waste day. On that day, students who will come to the sorting station with compost and recycling only will be awarded 1 house point. Information is going to be posted on our social media as well as sent out to the school community about this initiative.

Mr. Monachino He received a Thank You note from the Terry Fox foundation for the donation raised during our Terry Fox day that happen in the fall.

9. CLC Report

Update: The transition to the CEGEP webinar was successfully conducted last month, with 16 secondary 5 students in attendance. The Mental Health Fair took place last Thursday (March 20th) at Lester B. Pearson High School. The event aimed to raise awareness among youth about available mental health services and was opened to students from all high schools in the East End. Our students got to practice mindfulness and got to hear real testimonials about youth their age struggling with their mental health. The feedback was positive from our students, and we hope to participate again in the future. In collaboration with the organization Epique and Gerry, study skills workshops have been organized for Secondary 1 and 2 students, while transition-to-CEGEP and trade school workshops will be offered to Secondary 5 students. The study skills workshops have already started with our JR students and will



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finish off early April. The transition workshops will be carried out right at the start of May. CAA “J’embarque pas” workshop was given to our secondary 5 students. The workshop was instructional, informative and interactive. The purpose is to raise awareness among teens about the risks of driving while impaired and to encourage them not to ride with a driver who is under the influence. Svens Telemaque is a keynote speaker commonly known for his “Broken Crayons Still Color” presentation which focuses on resiliency and perseverance. He will be presenting to our junior students (secondary 1-3) tomorrow.

10. Question Period

- No questions asked.

11. Varia

- No topics proposed.

12. Date of Next Meetings:

April 30
June 10

13. Adjournment @ 9:22 pm

- Motioned by Mr. Angelo Irrerra and seconded by Mrs. Lisa Marcogliese