



COMPLETING THE 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.

Attendance Record

This is optional but will provide information to the school community that could assist them in the election or selection of members to sit on the governing board.

Number of Meetings Held

Identify the number of regular and special meetings held during the year.

Activities, Programs, Services & Issues /Actions Taken

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

Sub-Committees and their Mandates

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

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.

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.

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.

GOVERNING BOARD ANNUAL REPORT
2023 / 2024

School:	Royal Vale School
Principal:	Mr. Otis Delaney

Governing Board members and meeting attendance breakdown

NAME	POSITION/ GROUP REPRESENTED	MEETINGS ATTENDED												
		1	2	3	4	5	6	7	8	9	10	11	12	TOTAL
Andrea Batsis	Chair; Elementary	P	P	P	P	P								5
Gillian Ship	Vice-Chair; Treasurer; Elementary	P	P	A	P	P								4
Howard Magonet	Elementary EMSBC alternate delegate	P	P	P	P	P								5
Joyce Bernas	Elementary	P	P	A	P	A								3
Ariella Pardo	Secretary; High School	P	A	P	A	A								2
Elana Pervin	High School	P	P	P	P	P								5
Davy Lambiris	High School	P	P	A	P	P								4
Dania Szanajda Monticciolo	High School EMSBC delegate	P	P	P	P	P								5
Stella Halaris	Teacher	P	P	P	P	P								5
Valerie Hatchwell	Teacher	P	P	P	P	P								5
Sarah Nabi	Teacher	P	P	P	P	P								5
Nathalie Malhamé	Teacher	P	P	P	P	P								5
Wioletta Ordon	Teacher	P	P	A	A	A								2
Sheila Cherenfant-Sturge	Teacher	P	P	A	P	P								4
Erika Savage	Teacher	P	P	P	P	P								5
Robin Schulz-Peissel	Teacher	P	P	A	P	P								4
Anthony Di Domizio	Teacher	N/ A	P	P	P	A								3
Lily Phaneuf	Student Representative	P	P	A	P	P								4

Emily Girolamo	Student Representative		P	A	P	P	P							4
Stella Wen	Alternate Parent, Elementary School		P	P	P	P	P							5
Aurelien Balondona	Alternate Parent, High School		P	P	A	P	A							3
Total Regular Meetings		5	Total Special Meetings					0						

Other regular non-voting attendees of meetings included:

Otis Delaney (Principal)
 Christos Lagakos (Vice-Principal, High School)
 Stavros Spetsieris (Vice-Principal, Elementary School)

Occasional non-voting attendees of meetings included, but were not limited to:

Joseph Lalla (Commissioner, Ward 2)
 Marni Rubin (President, RVEHSA)
 Sharon Sweeney (Community Representative)

Regular Meetings

The Royal Vale Governing Board held 5 regular meetings (7 scheduled). Meetings this school year were held in person at Royal Vale School, 5851 Somerled Avenue, Montreal, Quebec, H3X 2A5, apart from one virtual meeting that took place virtually via Teams on Monday, February 21, 2023. One regularly scheduled meeting that was scheduled for Monday, December 12, 2022 was cancelled with unanimous agreement from all governing board members and administrators. Another meeting scheduled for Monday, April 8, 2024 was cancelled as quorum was not met. All meetings, both in-person and virtual, were scheduled for 7:00PM on the following dates:

- Monday, November 13, 2023
- Tuesday, January 16, 2024 – cancelled (quorum not met)
- Monday, February 19, 2024 (via Teams)
- Tuesday, March 19, 2024
- Monday, April 8, 2024 – cancelled (quorum not met)
- Monday, May 13, 2024
- Tuesday, June 10, 2024

Special Meetings

No special meetings were held this school year with the exception of the Annual General Assembly (held in-person on September 14th, 2023 at Royal Vale School, 5851 Somerled Avenue, Montreal, Quebec, H3X 2A5), during which incoming Governing Board members were elected, EMSB Parent Committee delegate and alternate delegate were elected, and voting in favour of a Home & School Association took place.

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

Activities, Programs, Services and Issues	Actions Taken
September 14, 2023	
Annual General Assembly	Governing Board members elected EMSBPC delegate and alternate delegate elected
October	
No meeting	
November 13, 2023	
Election of Governing Board positions	Chair: A. Batsis Vice-Chair: G. Ship Secretary: A. Pardo Treasurer: G. Ship
Approval of Internal Rules of Operation & Code of Conduct	Moved: S. Cherenfant; seconded: S. Halaris; Vote: approved unanimously.
Election of RVEHSA Governing Board Representative	RVEHSA Representative: A. Batsis. Moved: A. Batsis; seconded: G. Ship; Vote: approved unanimously.
Approval of High School New York trip (Grade 11)	Moved: V. Hatchwell; seconded: S. Halaris; Vote: approved unanimously.
Approval of High School Boston trip (grades 7-8)	Moved: V. Hatchwell; seconded: L. Phaneuf; Vote: approved unanimously.
Approval of High School Washington & Philadelphia trip (grade 10)	Moved: V. Hatchwell; seconded: E. Savage; Vote: approved unanimously.
Approval of Camp Wingate Graduation trip (grade 6)	Moved: R. Schulz-Peissel; seconded: S. Nabi; Vote: approved unanimously.
Approval of Royal Vale Governing Board Annual Report 2023-2024	Moved: A. Pardo; seconded: S. Cherenfant; Vote: approved unanimously.
Approval of Royal Vale Governing Board Financial Report 2023-2024	Moved: V. Hatchwell; seconded: R. Schulz-Peissel; Vote: approved unanimously.
PED Day date change to Monday, November 30, 2023 due to strike day	Moved: E. Savage; seconded: D. Lambiris; Vote: approved unanimously.
*Approval of RVEHSA Holiday & End of Year Gift Card Campaign through Funscript	Moved: A. Pardo; seconded: A. Batsis; Vote: 11 for; 2 abstentions; 5 no response.
*Approval of RVEHSA Staff Appreciation cookie dough fundraiser	Moved: S. Nabi; seconded: S. Cherenfant;

	Vote: 12 for; 7 no response.
December	
No meeting	
*Approval of ABAV Action Plan (e-vote)	Moved: S. Nabi; seconded: A. Pardo; Vote: 14 for; 1 abstention; 3 no response.
January 16, 2024	
Meeting cancelled	
*Approval of RVEHSA Staff Appreciation collection	Moved: A. Pardo; seconded: A. Batsis; Vote: 9 for; 4 abstentions; 3 no response.
February 19, 2024	
Approval of RVEHSA Comedy Night Fundraiser	Moved: D. Lambiris; Seconded: H. Magonet; Vote: approved unanimously.
Approval of Consultation on Selection Criteria for Principal as amended	Moved: D. Lambiris; Seconded: R. Schulz-Peissel; Vote: 17 in favour; 1 abstention.
March 19, 2024	
Approval of Budget Building Process Consultation	Moved: H. Magonet; Seconded: V. Hatchwell; Vote: approved unanimously.
Approval of Letter to EMSB DG re: school bathroom renovations	Moved: V. Hatchwell; Seconded: N. Malhamé; Vote: approved unanimously.
Approval of Educational Project as presented	Moved: V. Hatchwell; seconded: S. Halaris; Vote: approved unanimously.
April 8, 2024	
No meeting – cancelled (quorum)	
May 13, 2024	
Approval of RVEHSA Magasin scolaire school supplies kit fundraiser	Moved: A. Batsis; Seconded: S. Halaris; Vote: approved unanimously.
Approval of RVEHSA 2022-2023 Financial Statement as presented	Moved: R. Schulz-Peissel; seconded: V. Hatchwell; Vote: approved unanimously.
Approval to form subcommittee for use of GB Financial balance to be used for GB Citizenship Award	Moved: V. Hatchwell; seconded: E. Pervin; Vote: approved unanimously.
Approval of Educational Project and resolution as presented	Moved: S. Cherenfant; seconded: A. Di Domizio; Vote: approved unanimously.
Approval of Elementary school fees as presented	Moved: V. Hatchwell; Seconded: H. Magonet; Vote: approved unanimously.

Approval of High School school fees as presented	Moved: S. Cherenfant; Seconded: E. Savage; Vote: approved unanimously.
Approval of lunch supervision fees	Moved: R. Schulz-Peissel; Seconded: S. Halaris; Vote: approved unanimously.
*Approval of Grade 6 fundraisers for grad	Moved: S. Halaris; seconded: S. Cherenfant; Vote: approved unanimously.
June 10, 2024	
Approval of Elementary School Budget as presented	Moved: S. Halaris; seconded: V. Hatchwell; Vote: approved unanimously.
Approval of High School Budget as presented	Moved: S. Cherenfant; seconded: V. Hatchwell; Vote: approved unanimously.
Approval of RVEHSA Comedy Night Fundraiser September 2024	Moved: E. Pervin; Seconded: D. Szanajda; Vote: approved unanimously.
Approval to phase out the skirt for RVS High School students from school uniform for school year 2024-2025	Moved: S. Cherenfant; Seconded: V. Hatchwell; Vote: 5 for; 6 against; 3 abstentions – motion not passed.
Approval of Euro Trip for 2024-2025	Moved: N. Malhamé; Seconded: E. Savage; Vote: approved unanimously.

*indicates E-mailed resolution read into that month's meeting

Sub-Committees and their mandates

Governing Board Awards sub-committee: A subcommittee was established (including A. Batsis, S. Sweeney, R. Schulz-Peissel) to finalize the criteria for both elementary and secondary students for a Citizenship Award, to be presented at the graduation ceremonies.

Criteria included: The student will be selected by staff, who embodies kindness, citizenship and community service. Each student will be awarded (one for elementary, one for secondary) a \$250 cheque and a plaque with their name engraved on it, for a total of \$500 from the Governing Board.

A special letter was also sent to the EMSB Director General's office with an urgent request for repairs to the bathrooms in the school.

Informing the School Community

Governing Board meetings took place on school grounds in-person, with one meeting in February 2024 held virtually via Teams. Governing Board meeting dates were posted on the school's website and meeting minutes were posted online upon approval. Furthermore, the Governing Board Chair email served as an additional means of communication for parents to facilitate communication with the Chair. The Chair's email address was posted on the school website on the Governing Board page. The Chair was accessible via email and in

the monthly meetings and welcomed parents to bring forth concerns, comments, or questions via these avenues.

Each regular Board meeting (via Teams and/or in person) included two question periods to facilitate parent input – one at the beginning and one towards the end.

Following the elections of Governing Board representatives in the fall, the Chair sent a welcome letter to the school community. A mid-year and also an end-of-year email were also sent to all members of the Royal Vale community as a reminder of avenues of communication. Finally, with the departure of the interim principal, Mr. Otis Delaney, the outgoing Chair sent communication to the school community to welcome Mr. Delaney well in his future endeavors.

Reoccurring reports served to facilitate information provided at each board meeting. These allowed for a better understanding of the school environment, including reports from, but not limited to: Student Life, Elementary Home & School Association, Administration, EMSB Parent Committee, and our EMSB Commissioner. The RVHESA was invited to every meeting and members from the Executive attended most meetings throughout the year, sending a report if unavailable to attend. A community representative was also a member of our board, giving valuable insight to meetings.

Recommendations

Mental health concerns should continue to be addressed as students continue to adapt to a changed and diverse society. Further discussions of how parents can support school staff in this respect would also encourage an inclusive environment for students. In addition, an increased focus on communication between the school and families is strongly encouraged to strengthen a sense of community and connection with all cohorts. Finally, continued discussions regarding necessary school renovations and upgrades to the building and equipment are essential to ensure a safe and welcoming environment at Royal Vale.

Chairperson's message

During my time as Chair, I have truly appreciated the knowledge and insight our board members have brought to meetings. I appreciate all input so that our board can make informed decisions. I look forward to seeing our school continue to excel in Math, Science, and its other exceptional programs and services as we enter a new school year. Thank you to the board members for your continued involvement in the school, and for your trust in me in the Chairperson role. I take great pride in the position and in supporting staff in giving our students an exceptional environment as they develop and grow into responsible citizens.

Adopted by the Governing Board on:

Mauro Zampini

Andrea Batsis

Principal

Governing Board Chair