

**St. John Fisher Elementary – Junior Campus
Annual General Meeting Minutes - 2020/09/11
7:05 – 8:04 PM
Zoom Meeting**

1.0 OPENING OF THE MEETING

Nadia Lawand, 2019-20 governing board (GB) chair, called the meeting to order at 7:05 PM and welcomed everyone. Patrice Delage, junior campus principal and Jason Thivierge, junior campus acting principal, also welcomed everyone in attendance.

2.0 NAMING OF A MEETING SECRETARY

Nadia Lawand nominated Phil Lambert to be meeting secretary. Phil Lambert accepted the nomination.

3.0 ADOPTION OF THE AGENDA

20-21-01 *Motion duly proposed by Angela Kovalak and seconded by Christina Cory to adopt the agenda as presented. Adopted unanimously.*

4.0 ADOPTION OF THE SEPTEMBER 4, 2019 AGM MINUTES

20-21-02 *Motion duly proposed by Nadia Lawand and seconded by Angela Kovalak to adopt the 2019 AGM minutes as presented. Adopted unanimously.*

5.0 ADOPTION OF THE ONLINE ELECTION PROCEDURE

Nadia Lawand nominated Patrice Delage to be election president. Patrice Delage accepted the nomination.

Nadia Lawand nominated Carla Da Silva to be election secretary. Carla Da Silva accepted the nomination.

20-21-03 *Motion duly proposed by Philip Lambert and seconded by Naomi Proctor to adopt online elections using the eVoox online voting system. Adopted unanimously.*

6.0 GOVERNING BOARD

6.1 Roles and Functions of the Governing Board

Nadia Lawand presented a PowerPoint presentation regarding the roles and responsibilities of a GB. Parents were informed that the GB does not administer the school. GB members act in the interest of all students and encourage communication between the teachers, the parents and the community.

6.2 Presentation of the Annual Report 2019-20

Nadia Lawand presented the 2019-20 GB Annual Report which included current GB members, GB meeting attendance statistics, adopted resolutions and various miscellaneous items. The annual report will be available on the school website. Please consult the following link for more information:

<http://stjohnfisher.lbpsb.qc.ca/index.htm>

6.3 Introduction of the Current Members on Governing Board

The current GB parent members who were present introduced themselves.

GB parent members included:

- Nadia Lawand (2 year of 2 year term);
- Phil Lambert (2 year of 2 year term);
- Angela Kovalak (outgoing);
- Carla Da Silva (outgoing);
- Naomi Proctor (outgoing);
- Andrew Gunther (outgoing alternate position);
- Christina Cory (outgoing alternate position).

6.4 Precisions Regarding Available Seats

There are three (3) GB positions to fill this year, specifically three (3) parent member positions for two-year terms. Parents may also get elected to alternate parent member positions for one-year terms.

6.4.1 Nominations Received Ahead of Time

Nominations that were done during the sign up for the AGA meeting were not made available.

6.4.2 Additional Nominations, if any

The GB did not receive any other nominations from parents that were not in attendance.

6.4.3 Closing of Nominations

Angela Kovalak nominated herself, the nomination was seconded by Nadia Lawand.

Naomi Proctor nominated herself, the nomination was seconded by Phil Lambert.

Christine Archambault nominated herself, the nomination was seconded by Andrew Gunther

Christina Cory nominated herself, the nomination was seconded by Angela Kovalak

6.4.4 Candidates Introduced Themselves

The candidates introduced themselves and described why they would like to be elected.

6.5 Election of Parent Representatives on the Governing Board

The election commenced for the three, two-year term parent member positions via the eVoox online voting system and Angela Kovalak, Naomi Proctor and Christina Cory were elected.

6.6 Election of Substitute Parent Representatives on the Governing Board

The election proceeded to call for Substitute Parent Representatives for one-year terms:

Nadia Lawand nominated Christine Archambault. The nomination was seconded by Phil Lambert. Christine Archambault accepted the nomination.

Allison Gerhart nominated herself. The nomination was seconded Phil Lambert.

Nadia Lawand nominated Mathew Knox. The nomination was seconded by Angela Kovalak. Mathew Knox accepted the nomination.

Nadia Lawand nominated Andrew Gunther. The nomination was seconded by seconded by Mathew Knox. Andrew Gunther accepted the nomination.

20-21-04 *Motion duly proposed by Philip Lambert and seconded by Nadia Lawand to elect all those nominated as Substitute Parent Representatives to the GB. Adopted unanimously.*

7.0 PARENTS' COMMITTEE

7.1 Roles and Functions of the Parents' Committee Report

Nadia Lawand described the Parents' Committee and the roles of the Parent and Alternate Parent Delegates.

The Parents Committee Reports are available on the school website. Please consult the following link for more information:

<http://stjohnfisher.lbpsb.qc.ca/index.htm>

7.2 Election of the Parent Delegate

Nadia Lawand nominated Naomi Proctor as the Parent Delegate for the Parents Committee. Naomi Proctor declined the nomination.

20-21-05 *Nadia Lawand nominated Christina Cory as the Parent Delegate for the Parent's Committee. The nomination was seconded by Philip Lambert. Christina Cory accepted the nomination. Motion carried unanimously*

7.3 Election of the Alternate Parent Delegate

20-21-06 *Nadia Lawand nominated herself as the Alternate Parent Delegate for the Parents' Committee. The nomination was seconded by Naomi Proctor. Motion carried unanimously*

8.0 FORMATION OF A PARENT PARTICIPATION ORGANIZATION (PPO), IF APPLICABLE

8.1 Roles and functions of the Parent Participation Organization (PPO)

Nadia Lawand presented the differences between a Home and School Association and a Parents' Participation Organization.

8.2 Decision Regarding the formation of a PPO

The GB decided to proceed to a vote using the eVoox online voting system. All parents present, voted unanimously against the formation of a Parent Participation Organization (PPO).

9.0 VARIA

The first GB meeting will be held on Wednesday, October 7, 2020 probably via Zoom Meeting.

10.0 **CLOSING OF THE MEETING**

The meeting was adjourned at 8:04 PM on a motion duly proposed by Nadia Lawand.

Attendance

- | | |
|--------------------------|--------------------|
| 1. Patrice Delage | 7. Andrew Gunther |
| 2. Jason Thivierge | 8. Naomi Proctor |
| 3. Christine Archambault | 9. Mathew Knox |
| 4. Christina Cory | 10. Philip Lambert |
| 5. Carla Da Silva | 11. Nadia Lawand |
| 6. Allison Gerhart | |

Respectfully submitted,

Phil Lambert
/CC