

St. Gabriel Elementary School

Governing Board Meeting Minutes

Date: October 8th, 2025

Time: 6:30pm

Location: St-Gabriel Elementary, In person

1. Attendance

Present: Zena Wright, Jean Daniel Labbe, Andréanne Hétu, Tim Lagacé, Andrew Salzberg, Christine Chewnier, Naomi Aldrich, Carol Clifton, Nathali Sztch, Nancy Souffrant, Ahlia Mathura, andrea Truffa, Assunta Caruso.

Absent: N/A

Alternate: Joe Filippone

Quorum was established.

2. Call to Order

The meeting was called to order at 6:32pm by Assunta Caruso, Principal of the school.

3. Approval of Agenda

Moved by Tim, seconded by Andrew - carried.

4. Appointment of Secretary

Motion: To appoint Andréanne Hétu as Secretary.

Moved by Tim, seconded by Andrew - carried.

5. Adoption of Minutes of Previous Meeting

No minutes to approve, as the last meeting was held in May 2025.

6. Governing Board Roles and Appointments

- **Chairperson:** Andrew Salzberg nominated by Tim; approved by the board.
- **Secretary:** Andréanne Hétu (approved as per item 4).
- **Treasurer:** Tim Lagacé nominated and approved (moved by Andrew) - Jean-Daniel as backup.
- All appointments were carried unanimously.

7. Business Arising

- Role of the Governing Board: Approved (Tim moved, Naomi seconded).
- Hybrid Meeting Format: Approved (Tim moved, Andrew seconded).
- Internal Rules of the Governing Board: Approved (Tim moved, Andrew seconded).
- Code of Conduct: Approved (Tim moved, Andrew seconded).

8. Principal's Report

The Principal presented the report.

Motions:

1. That all field trips under \$25 / student be approved by the Principal on behalf of the Governing Board.
 - Moved by: Tim, Seconded by: Andrew, Carried.
2. To allocate **\$20 per student** for field trips from the donation account (balance: \$5,042).
 - All in favour.
3. To approve the use of **e-votes** between meetings as required.
 - All in favour.
4. To allocate **\$600** from the donation account or PPO for Open House expenses (printing, materials, and gifts).
 - Moved by: Andrew
 - Seconded by: Jean-Daniel
 - Carried.
5. The Principal will work with the EMSB school board regarding the school 'donation' account mentioned above to understand the account structure and possibility of using it for future parent fundraising opportunities.
 - Action item for next board meeting: report back on 'donation' account and ways it can be used for parent fundraising, including all details with regards to tax receipts, etc.
6. Principal Carruso presented some of the measures she has taken to deal with the brickwork structural problem and improve the outdoor space available to students, including upgrading the senior yard with new wood chips and installations, and investigating if these new play equipment could be supported financially by EMSB given the yard closure. The GB requested that the principal inquire with the engineers regarding the external facade issues and request to get a copy of all detailed reports on the current brickwork problem. The goal is to establish, as near as possible, a realistic understanding of the timeline of the works. In addition, the GB asked the principal to evaluate any and all alternatives to alleviate the impact of the current yard closure on the school population: including any ways to partially reopen the yard, ways to allow more access for students to parc Marguerite Bourgeoys, and

inquiring with the city whether a large daytime road closure would be possible, allowing more child play space during school days.

- Action item for next board meeting: report back with more detail on reasons for yard closure, timeline for works, and measure to attenuate impact on students

7. It was mentioned by Principal Caruso that Generations lunches are on hold as of now - no communication to parents was sent thus far, as the board is waiting on budget clarification for the charity organization. Once clarified, all parents will be notified.

- Action item for the next parent newsletter: to include information on the situation to manage expectations.
- Action item for the next board meeting: Find a solution for families that are truly in the need to lunch support.

No further motions presented.

9. Teacher's Report

Teacher representative Naomi presented classroom updates. No motions presented.

10. Parent Delegate Report

No report presented.

11. Daycare Report

The daycare reported on upcoming pedagogical days and new activities. No motions presented.

12. Home and School Report

Update provided on chocolate bar drive fundraising initiative and Halloween preparations. No motions presented.

13. Varia

- Parents presented their support for continuing to increase both the quality and quantity of French instruction in the school. Various ideas were suggested by staff, including fundraising for additional french books for the library and increased french activities at daycare. Parents expressed their support for an eventual move of the school to French Immersion, a topic to be discussed in greater detail at future meetings.
- Updates on community initiatives from the action gardien and share the warmth.
- Communication about The YMCA ending its operations as of next year might be required by the school.

14. Next GB Meetings

- November 12 – In person
- December 10 – Virtual
January 14 – Virtual
- February 18 – TBD
- March 25 – In person
- April 22 – TBD
- May 27 – In person
- June 10 – In person

15. Adjournment

Meeting adjourned at **20:56**.

All in favour.

Approved by the Governing Board on: _____

Chairperson: _____

Principal: _____

Secretary: _____