



Laurier

Centre de développement des compétences
Competency Development Centre

CDC Vimont Governing Board

REGULAR Governing Board meeting
Tuesday September 17, 2024 at 3:45 p.m.
Held on Zoom

MINUTES

Members:	Attendance:
Carmela Alaimo (Professional)	Present
Kerry Chapman (Student Rep)	Absent
Daniel Cuvalo (Teacher)	Present
Fadi Khouri (Teacher)	Present
Nancy Sher (Community Rep)	Present
Christina Shousha (Centre Director)	Present
Rachel Todaro (Support Staff)	Present
Sandra Skaf (Executive Secretary)	Present

1.0	Call to Order (Welcome, Introductions)	<ul style="list-style-type: none">Ms. Shousha called the meeting to order at 3:45 p.m.Ms. Shousha added that most members are entering their 2nd term year on GB. It was also mentioned that 2 members can be community rep.The school has been looking for a student representative and advertising for this matter has been done.
2.0	Approval of the Agenda	Resolution GB20240917-01 Motion to approve the agenda Accepted by Nancy Sher Seconded by Fadi Khouri All in favour Unanimously Motion accepted
3.0	Approval of Secretary	Resolution GB20240917-02 Motion to approve Sandra Skaf as the secretary Accepted by Christina Shousha Seconded by Nancy Sher All in favour Unanimously Motion accepted
4.0	Election/Decision Chair	Resolution GB20240917-03 Motion to Elect Nancy Sher as the Governing Board Chair Accepted by Christina Shousha Seconded by Fadi Khouri All in favour Unanimously Motion accepted

<p>5.0</p>	<p>5.1 Internal Rules and Procedures and Composition of Adult Education Governing Board (see document) 5.2 Conflict of Interest Forms 5.3 Meeting dates and format</p>	<p>Discussion</p> <ul style="list-style-type: none"> All documents discussed were presented and can be accessed by members using the link sent. <p>5.1 Internal rules and procedures and composition of Adult Education GB</p> <ul style="list-style-type: none"> The document was discussed; a reminder of what the rules are for being on GB was covered and it was discussed that student representatives have to serve only 1 year. Ms. Sher added that procedures adopted last year worked well and would continue following the same procedures. Role of Vice Chair: Should there be a Vice Chair, this person would need to be a community representative. <p>Resolution GB20240917-04 Motion to accept the documents as they stand. Accepted by Nancy Sher Seconded by Daniel Cuvalo All in favour Unanimously Motion accepted</p> <p>5.2 Conflict of interest forms</p> <ul style="list-style-type: none"> Conflict of interest forms need to be filled out by GB members and returned to Ms. Shousha. <p>5.3 Meeting dates and format</p> <ul style="list-style-type: none"> Sep.17, Nov. 12, Jan 21, Mar18, May 13 and June 10 Meetings will continue to be online. And would need to be rescheduled should there be major conflicts.
<p>6.0</p>	<p>Approval of Minutes from June 11, 2024</p>	<p>Resolution GB20240917-05 Motion to approve the minutes from June 1. 2024 Accepted by Daniel Cuvalo Seconded by Rachel Todaro All in favour Unanimously Motion accepted</p>
<p>7.0</p>	<p>Business Arising Minutes 7.1 Code of conduct (attached) 7.2 Follow up on “Use of Present CDC Vimont Building & Location. 7.3 Approved School Fees Code via an email vote (5 Majority with 2 ABS) on June 26, 2024 and updates (attached)</p>	<p>7.1 Code of Conduct</p> <ul style="list-style-type: none"> The document was reviewed last year and it is conclusive. However, the Basic English and Francization Departments would like a paragraph to be reviewed again with terms of behavior when they are outside of the building ex. On field trips. A Follow-up will be discussed at the next meeting following the meetings with the 2 departments. The document will be revisited at the next meeting so that the additions can be approved. <p>Resolution GB20240917-06 Motion to approve the code of conduct as it stands. Accepted by Daniel Cuvalo Seconded by Nancy Sher All in favour Unanimously Motion accepted</p>

7.2 Use of present CDC Vimont Building & Location

- Ms. Sher sees that it is important to push forward with this matter.
- Ms. Shousha informed the board that so far this year, we have had 2 incidents with the leaking of water on the first floor, which forced the closing of the water system. Leading to no washrooms access or drinking water. The problem was resolved within 2 hours. However, following the incident, complaints were made by staff members and the CNESST will be visiting the school on the 20th of September accompanied by the presidents of the unions and MR.
- To note: There is a clause that if the water is shut for 60 minutes the center has to close and so the inspector is coming with the unions to discuss this issue and not necessarily as a response to the letter sent to the Director General (DG) last school year.
- Ms. Sher believes that we need to be proactive and have a plan to ask the DG to fulfill the promises in his letter. She sees that each group (teachers, professional, support staff) needs to mobilize and move forward so that things can get done. And to also go back and start looking at the kind of push to make so that progress can take place have the problems resolved and demands met.
- Ms. Sher would like to exam the letter again and take a look at what needs to be done to push this issue further, and ask for a formal meeting.
- Mr. Cuvalo asked if the task force that the DG promised in his response letter, had been created. To that, Ms. Shousha answered that there is no news on the task force and nothing was received in writing.
- It was discussed that perhaps the GB can address the delay in the creation of the task force since the letter was sent in March 2024, a response from DG was received in May 2024, we are now in September and there is still no task force created as promised and stated in the response letter.
- Ms. Sher would like to put a letter together to send to the board inquiring about the task force and to meet the obligations detailed in the response letter.
- GB should be sending the letter since the first one was sent by the chair on behalf of the teachers, professionals and support staff.
- Ms. Sher will be putting together the letter and will send it to the GB members first for feedback so that it is ready for approval at the next GB meeting. Once it is approved, Ms. Sher will be sending the letter to the School Board inquiring about the task force promised and that we are eager to get going.

		<p>7.3 School fees</p> <ul style="list-style-type: none"> Changes were made after the last meeting GB meeting. Therefore, a motion is needed to approve the changes. <p>Resolution GB20240917-07</p> <p>Motion to approve the addition of 10\$ for art supplies and 10\$ for each placement test and each Basic English evaluation and re-writes and 50\$ for each of GDT, SSET, TENS test taken.</p> <p>Accepted by Daniel Cuvalo Seconded by Nancy Sher All in favour Unanimously Motion accepted</p>
8.0	<p>Reports</p> <p>8.1 Chairperson Annual Activity Report - June 2024 (Sent Annual Report to Jocelyne Thompson-Ness on June 11, 2024</p> <p>8.2 Director</p> <p>8.3 Staff</p> <p>8.4 Student</p>	<p>Information</p> <p>8.1 Chairperson’s Annual Activity Report</p> <ul style="list-style-type: none"> Ms. Sher believes that it was a very productive GB, enriched with the continuous involvement of the members on the board, and knowledge of the various of the activities in the center. Ms. Sher brought up the Sports Event in the spring, so that hopefully we can host it at CDC Vimont, as it would be a great opportunity for everyone. <p>For all other details, please consult the document sent via link.</p> <p>8.2 Director’s Report</p> <ul style="list-style-type: none"> The document was presented and can be accessed using the link sent. Here are some of the highlights: Ms. Shousha shared that some groups had to be cut in Francization and basic English due to funding shortage. The government used the 2020-2021 school year to determine this year’s funding. As a result, all boards and service centers across Quebec were given less funding, which resulted in cuts Last school year, was the best year in terms of ETPS Many workshops have been planned for this school year to help with anxiety, community services and foster good mental health. The center has received a physical education grant and workshops will be planned for the students at the center. Ms. Sher added that this is a good start for the school year. <p>8.3 Staff</p> <ul style="list-style-type: none"> The CST program is going great. The 3rd cohort is underway and students are already using the resources presented. Nothing to report otherwise. <p>8.4 Student</p> <ul style="list-style-type: none"> None at this meeting
9.0	<p>New Business</p> <p>9.1 Budget Report June 2024 (see attached) and</p>	<p>Information/ Consultation/Feedback</p> <p>9.1 Budget Report and Update</p> <ul style="list-style-type: none"> See the document in the package that is part of the link sent.

	<p>Update 24-25 (Director's Report) 9.2 ABAV Report tabled 9.3 Educational Project Update (attached) 9.4 Calendar correction Ped Day April 25th (NOT APRIL 17TH)</p>	<p>9.2 ABAV Report</p> <ul style="list-style-type: none"> • Tabled. • The ABAV will be updated and ready for the next meeting. • The report as is will stay on the website. • There is no French version at this time. <p>9.3 Educational Project</p> <ul style="list-style-type: none"> • See the document in the package that is part of the link sent. • Student success – all department meetings have been planned to make sure that support is provided. Department meetings will take place every 5 weeks. Workshops for the Ped days have been planned. • Francization Department: We are limited now due to the budget cuts. No evening classes offered, therefore there is a decrease of 18% from June 2023 to June 2024 <p>9.4 Calendar Correction _ Ped Day The ped day error has been corrected to April 25, 2024</p>
10.0	<p>Fieldtrips & Activities 10.1 Field trips in Laval and Montreal low risk activities 10.2 Apple picking Field trip</p>	<p>Resolution GB20240917-08 Motion to approve all field trips in Laval and Montreal as well as low risk activities. Accepted by Nancy Sher Seconded by Daniel Cuvalo All in favour Unanimously Motion accepted</p> <p>Resolution GB20240917-09 Motion to approve the Basic English apple picking on September 25, 2024 at St Joseph-du-lac. Accepted by Nancy Sher Seconded by Daniel Cuvalo All in favour Unanimously Motion accepted</p>
11.0	Varia	None at the moment
12.0	Adjournment of Meeting	<p>Resolution GB20240917-10 Motion to adjourn the meeting Accepted by Nancy Sher Seconded by Daniel Cuvalo All in favour Unanimously Motion accepted</p> <p>Meeting adjourned at 4:52pm</p>

C. Shousha – Director

Date

N. Sher – Chairperson

Date

S. Skaf – Secretary

Date