

# FOREST HILL JUNIOR GOVERNING BOARD ANNUAL REPORT



06/11/2024

2023-2024 Annual Report

"Each year, the governing board shall inform the parents and the community served by the school of the services provided by the school and report on the quality of such services" Section 83 of the Education Act.

École Forest Hill Elementary School  
Junior Campus  
1950, rue Chanterel  
St. Lazare, QC J7T 3C2

---

Forest Hill Junior Governing Board Annual Report

---

# Forest Hill Governing Board Annual report

2023 - 2024 ANNUAL REPORT

## CHAIRPERSON'S MESSAGE

The Forest Hill Junior Governing Board (GB) is comprised of a wonderful group of engaged individuals looking out for the well-being of the Forest Hill Jr. School Community. The Governing Board had a year filled with many decisions, all with the purpose of enhancing and improving the school's learning experience for all. In January of 2023 FHJR welcomed Mrs. Paquette, the current Principal. We also thanked Mrs. Carol Bordo for her long-lasting contribution to our school and welcomed our new secretary, Tania Alibrando. In the same manner we thanked Natasha Pillay and welcomed Daniela Lemmetti. We also thanked Mike Calo, Samantha Marco and Suzanne Guth, and welcomed Hilary Miron, Angelique Robson, Marisa Bouchard, and Nancy Smith, Valerie Jensen and Catherine Gourdeau. I would like to personally thank all the wonderful staff and administration I have had the privilege of working with these past 2 years, this being my last year as Chair as well as GB member for FHJR. Your hard work and dedication have been and continue to be very much appreciated as you leave memorable impressions on so many little lives. Likewise, I would like to thank all the parents I have met during this year who have volunteered (and continue to do so) their time in an effort to make this school an even better place for our children and our community – your contribution is invaluable!

## MEMBERS

### Parent Members

Antonia Shegalov, Chair, Parent Rep and PC Rep  
Amy Spinelli, Parent Rep  
Hilary Miron, Parent Rep  
Richard Allen, Parent Rep. PC Alt  
Wendy Entwistle, Parent Rep  
Angelique Robson, Parent Alt  
Marisa Bouchard, Parent Alt  
Valerie Jensen, Parent Alt

### Ex-Officio

Marie-Josée Paquette, Principal

### Staff Members

Tania Alibrando, Secretary  
Daniela Lemmetti, Daycare Coordinator  
Debbie Myles, Kindergarten  
Constance Gareau, Cycle 2  
Lauraine Cormier, Science & Music  
Nancy Smith, Cycle 1

### Community Members

Tanja Minisini  
Catherine Gourdeau

---

---

## MEETING DATES

Meetings were held: in person in September at Forest Hill Jr (in the music room), the following were all online or hybrid at FHJR in person & online, on zoom at 6:30 p.m. on the following dates:

September 5<sup>th</sup>, 2023  
October 3<sup>rd</sup>, 2023  
November 7<sup>th</sup>, 2023  
December 5<sup>th</sup>, 2024  
February 13<sup>th</sup>, 2024

March 26<sup>th</sup>, 2024  
April 30<sup>th</sup>, 2024  
June 11<sup>th</sup>, 2024  
September AGA, 2024 (TBD)

The Annual General Assembly (AGA) was held on September 5<sup>th</sup>, 2023 at 6:30 p.m. in the Forest Hill Junior Music Room. As always, Minutes from all of our meetings can be found on the school website.

**Page 1 - Forest Hill Jr. Governing Board Annual report**

## ISSUES, ACTIONS AND EVENTS

### Topics covered and adopted

The GB discussed many topics and approved activities for the school and daycare throughout the year. These activities served to promote and enhance the student experience at FHJR, in the community and elsewhere. The GB approved the following with the intention of creating a safe and creative environment, while emphasizing the social, emotional, physical, and intellectual development of each child at all levels.

Anti-Bullying – Anti Violence Plan 23-24	Pink t-shirt day
Budgets and Ped days 2023-2024	Lunchtime Time Trivia
Annual Report	LBPSB JR cross-country run
Support Forest Hill Campaign	Subject time allocation 2023-2024
School Fees	Terry Fox Run
Daily schedule, calendar	Dental screening (Gr 2)
Field trips and activities	Saint Lazare Youth Hub Support
Sexuality Education Annual Planning	Donation Club Optimiste for
Rules and Regulations SEED Program	Wizard of Oz activity
School supplies and consumable	Cross Country Run
After school soccer program registration Forest hill Jr	Pearson Educational Fund Family
School Photography	Fun Run
Music Mania Grade 2	Virtual Talent Show

### Actions taken

The Educational institution is based on learning and improvement. This year, the GB has taken the following actions to improve and help FHJR take its place among our peers.

The GB approved and improved the “Internal rules of management” to be used as a guide for new members and to promote a structured and efficient meeting process.

---

---

The GB sent a response to the School Board (SB) and commissioners concerning the LBPSB 2024-25 Budget Consultation. We highlighted the impact on our school and community.

## Consultations

The GB responded to the following consultation responses, which are available with the School administration upon request.

Principal Selection criteria for the 2024-2025 school year Forest Hill Jr. Elementary  
LBPSB 2024-25 Budget Consultation  
Governing Board Composition 2024-25  
Consultation - By-law 1 and 1E (2024-25)  
Consultation Three-Year Plan 2024-2027/Consultation - Plan Triennal 2024-2027  
LBPSB Electoral Divisions Proposal  
Policy on School Daycare and Lunch Program and School and Continuing Education Fees Policy  
By-Law 9 - Complaint Process  
Commitment to Success Plan - Plan d'engagement vers la réussite  
Enrolment Criteria Policy- Politique concernant les critères d'inscription  
Equity, Diversity, Dignity and Inclusion Policy - Politique concernant l'équité, la diversité, la dignité et l'inclusion

## Page 2 - Forest Hill Jr. Governing Board Annual report

## EVENTS

### Teachers

Champs Basketball  
Défi Cubes Énergie  
Terry Fox Run  
Gr.2 visit FHSR  
Circus Workshop: Culture in Schools  
Visite du Nichoir  
Everblast – Strike a light and Teambuilding  
Atelier de cirque  
Buddies program  
African Drummers  
Tortue Berlué Maternelle  
Atelier Des pieds et des mains – Grade 1  
Les 5 sens et les animaux – K Educadoo  
Représenter des émotions dans un dessin 3D-G2  
Insectambulant  
Strider bike program  
The “Spring” Bazaar

### Field trips

Terry Fox Run – Bedard park  
Cross-country run on May 7<sup>th</sup> 2024

at Dorset Elementary  
Field trip “Le magicien d’Oz” – grade 1  
Skating at the Saint-Lazare Sports Center  
Rencontre entre les “buddies” de maternelle et 5e année  
Ice cream at Dairy Queen  
End of year celebration with Buddies at Bedard park  
Gr.1 End of Year picnic – Cedar Park  
End of kindergarten celebration- Bedard park

### Home and school

Winter Sing-A Long Dec. 8<sup>th</sup> 23  
FlipGive, Big Box Fundraiser  
Colle à Moi  
Forest Hill School spiritwear  
Support Forest Hill Campaign  
End of year show and end of year BBQ, Plantables  
Bookfair  
Super Recyclers  
Food fundraisers  
Scavenger Hunt  
Holiday Toy Auction

---

---

Felix & Norton  
Junkyard Symphony  
School Photography  
Editions Vaudreuil

**“Tell me and I forget, teach me and I may remember, involve me and I learn”  
(Benjamin Franklin).**

**Page 3 - Forest Hill Jr. Governing Board Annual report**

## INFORMING THE COMMUNITY

### Parent communication

FHJR has the following online website page where all related information about the school can be found: [Home \(lbpsb.qc.ca\)](http://lbpsb.qc.ca)

FHJR has a Facebook page as well: <http://facebook.com/foresthilljunior> where all relevant information is posted for the community.

### Staff and school life

A trimestral newsletter was made available to the parents via email. 2024 QFHSA Newsletter of the Year Award was won this year by Forest Hill. Congratulations! Mention of Staff Appreciation Events in QFHSA Newsletter as well: <https://indd.adobe.com/view/abbc2608-7258-42fb-9294-9e97c7efae05> (page 22)

Vol. 9. H&S Scoop: [https://www.canva.com/design/DAFuPeC-DQg/aOQcsg6OBS2ORP22wjMbOQ/view?utm\\_content=DAFuPeC-DQg&utm\\_campaign=designshare&utm\\_medium=link&utm\\_source=publishsharelink](https://www.canva.com/design/DAFuPeC-DQg/aOQcsg6OBS2ORP22wjMbOQ/view?utm_content=DAFuPeC-DQg&utm_campaign=designshare&utm_medium=link&utm_source=publishsharelink)

Vol.10. H&S Scoop: [V10 The H&S Scoop Newsletter January 2024](#)

At the same time a “Parent Memo” has been emailed monthly to parents to present upcoming events and to keep the community abreast on important dates and activities to come.

## SUCCESS PLAN

In 2023-2024 Forest Hill Junior Elementary continued to enhance the programs offered with a focus on maximizing student success.

---

---

H&S has continued to support the Forest Hill Community through the “Support Forest Hill” campaign activities held throughout the year and offered alongside many other School Spirit activities as well as funding certain expenses such as Robotics equipment, Outdoor classroom and garden improvements; End of the year activities including a show.

## RECOMMENDATIONS

The Governing Board recognizes the importance of learning from past experiences. We recommend taking the necessary steps to learn and improve from this knowledge gained and continue to promote the well-being and growth of Forest Hill Junior Elementary. One of these steps is to continue the promotion and communication of all the successes at Forest Hill Junior Elementary. We encourage staff, parents, students, volunteers and the community to talk about all the wonderful initiatives and stories that can be found at FHJR. The Governing Board will continue to monitor and adjust the Success plan to fulfill its mission of ensuring a healthy and positive environment, while improving the student experience.

Antonia Shegalov, FHJR GB Chair

---