



**Forest Hill Elementary, Junior Campus  
Governing Board AGA Minutes  
September 4th, 2024**

**FHJR Gymnasium following grade 1 & 2 Curriculum night**

**Present:** M.J. Paquette, T. Alibrando, D. Lemmetti, H. D'Entremont , L. Cormier, C. Gareau, S. Guth, A. Spinelli, W. Entwistle, H. Miron, C. Grimaudo, K. Morency, C. Devet-Leclerc, M. Bouchard, D.Olivenstein

**Absent:** A. Shegalov, R. Allen, K. Beardsell

**Administration:** M.J. Paquette

**Commissioner:** D. Olivenstein

**Recording Secretary:** T. Alibrando

**Community Representative:** .....

1. Land acknowledgement, Opening & Welcome by Mme. Paquette.  
The meeting was called to order and quorum established at 7:48 by M.J. Paquette.
2. Appointment of Recording Secretary  
Motion to appoint T. Alibrando as recording secretary by C. Gareau. Seconded by H. Miron. All in favor.
3. Adoption of the Agenda  
Motion to approve the agenda as presented by L. Cormier and seconded by W. Entwistle.  
All in favor.
4. Approval of Minutes of last year's Annual General Assembly of Parents  
Motion to approve the minutes as presented by L. Cormier and seconded by H. Miron.  
All in favor.
5. Role and Function of Governing Board, Parents' Committee, SNAC and PPO  
Mme. Paquette explains and D. Olivenstein defines SNAC.
6. Election Procedure  
Mme. Paquette explains the election procedure.
7. Nomination of Elections Officials: President & secretary of election, ballot counters.

Motion to appoint M.J. Paquette as President presented by A. Spinelli and seconded by C. Gareau. All in favor.

Motion to appoint T. Alibrando as Secretary presented by S. Guth and seconded by H. Miron. All in favor.

## 8. Governing Board

### 8.1 Introduction of current members

W. Entwistle – GB member (One year remaining)

H. Miron – GB member (One year remaining)

A. Spinelli – GB member (One year remaining)

### 8.2 Election of new Governing Board Parent Representatives

Ballots not needed.

### 8.3 Presentation of Annual Report ( on the school website)

### 8.4 Naming of new Governing board Parent Representatives

K. Morency

M. Bouchard

C. Devet (Alternate)

C. Grimaudo (Alternate)

### 8.5 Survey to establish if there are any elected GB parent representatives that both have a child on an IEP and who are interested in becoming the school's IEP Rep/ liaison to SNAC

H. Miron Will be the SNAC representative. No vote needed. Motioned by A. Spinelli, seconded by W. Entwistle.

### 8.6 Election of substitutes

- Completed with 8.2

### 8.7 Election of Chairperson

Motion to name W. Entwistle as Chairperson by L. Cormier, seconded by M. Bouchard. All in favor.

## 9. Parents' Committee

Roles and Functions of the Parent's Committee were explained by D. Olivenstein.

### 9.1 Parents' Representative Report

The meeting had not yet taken place, therefore nothing to report.

### 9.2 Election of Parent Representative.

Motion to name A. Spinelli as Parent Representative by L. Cormier, seconded by C. Gareau.

All in favor.

9.3 Election of Alternate Parent Representative.

Motion to name H. Miron as Alternate by L. Cormier, seconded by C. Gareau.

All in favor.

9.4 Appointment of Treasurer

Motion to name M.J. Paquette as Treasurer by A. Spinelli, seconded by L. Cormier. All in favor.

10. School-based Parent Participation Organization

Roles and Functions of the PPO explained. Decision regarding the formation of a PPO – no vote as unanimous motion to not have a PPO as already well-represented by our Home & School Association.

11. Destruction of Ballots.

Not applicable.

12. Adjournment

Motion to adjourn at 8:28 p.m. by A. Spinelli, seconded by M. Bouchard.

Next AGM meeting will be held on September 18<sup>th</sup> 2024 at 6:30pm. (Zoom)

**Wendy Entwistle**

Governing Board Chair

**Tania Alibrando**

Recording Secretary