

**MARGARET MANSON ELEMENTARY SCHOOL**  
**Annual General Assembly Meeting Minutes**  
Thursday, September 3, 2015

**1. OPENING & WELCOME & ATTENDANCE SHEET**

- Julie-Ann welcomed parents and meeting started at 8:05 pm.

**2. NAMING OF AGA SECRETARY**

**Motion 15-01**

Motion: To name Renee Aspiotis as AGA Secretary.

Proposed by: Adolfo de la Rúa  
*Adopted Unanimously*

Seconded by: Joel Austen

**3. APPROVAL OF AGENDA**

**Motion 15-02**

Motion: To approve the agenda.

Proposed by: Nadia Naqvi  
*Adopted Unanimously*

Seconded by: Stephanie Schrader

**4. APPROVAL OF MINUTES OF LAST YEAR'S ANNUAL GENERAL ASSEMBLY OF PARENTS**

**Motion 15-03**

Motion: To approve the minutes from the AGM meeting held on Sept 12, 2014.

Proposed by: Stephanie Schrader  
*Adopted Unanimously*

Seconded by: Adolfo de la Rúa

**5. A WORD FROM MR. GELLER**

- Thanked parents for attending and Julie-Ann for chairing event.
- Discussed importance of Governing Board

**6. ROLE AND FUNCTION OF GOVERNING BOARD, PARENTS' COMMITTEE, SNAC**

- Julie-Ann briefly explained role and function of GB and it's current composition (5 parent members and 5 staff members + principal)
- New position of Special Needs parent was also introduced
  - contact person for all parents with special needs at our school and a liaison with SNAC (Special Needs Advisory Committee) at the Board
  - parents at AGA must decide if there is a need for SN parent
  - SN parent will be elected at AGA and will be a full GB member and a liaison to SNAC
  - criteria for SN role is that parent must have a child on an IEP

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- 2 positions open for Regional Parent Rep and Alternate - under Education Act must have 2 parents within GB represent MMES at the Board (act as a liaison)

## **7. PRESENTATION OF ANNUAL REPORT**

- Presented the annual report as adopted by GB in May 2015.

### **Motion 15-04**

Motion: To approve the 2014-2015 GB annual report

Proposed by: Renee Aspiotis  
*Adopted Unanimously*

Seconded by: Joel Austen

## **8. NOMINATION OF ELECTIONS OFFICIAL: PRESIDENT/SECRETARY OF ELECTION, 2 BALLOT COUNTERS**

- no need to elect a President/Secretary of Election and Ballot Counters as only 2 candidates brought their names forward to fill the 2 vacant GB parent rep positions
- no opposition to nominations - both candidates were acclaimed (Section 9)

## **9. ELECTIONS**

### **9.1. GOVERNING BOARD**

#### **a) Introduction of Current Members (2nd Year Term)**

- 3 returning parent reps: Julie-Ann Leblanc, Renee Aspiotis, Adolfo de la Rua
- 2 exiting members - 2 positions open for this year

#### **b) Nomination of Candidates (submitted names and new)**

- submitted names: Nadia Naqvi & Joel Austen
- no new names presented at meeting

#### **c) Presentation of Candidates**

- Both Nadia and Joel were formally presented to parents of AGA

#### **d) Election of New Governing Board Parent Representatives**

### **Motion 15-05**

Motion: To elect Joel Austen and Nadia Naqvi as our 2 GB Parent Representatives for 2015-2016

Proposed by: Stephanie Schrader  
*Adopted Unanimously, Members Acclaimed*

Seconded by: Rosemary Luciano

### **9.2.REGIONAL PARENTS' COMMITTEE**

- 2 positions to be filled : Regional and Alternate Representatives

**a) Election of Regional Representative**

- No name(s) submitted as a Regional Rep amongst 5 parent GB members

**b) Election of Alternate Representative**

- Renee Aspiotis put her name forward as Alternate Rep

**Questions/Comments:**

*Question: Can positions be shared amongst the 5 GB parent reps?*

*Answer: No. Board needs an official representative (name). Alternate cannot be shared. Will be brought back to the Board.*

The position of Regional Rep could not be designated at the meeting. It was thus suggested to work out a decision outside of the AGA meeting.

**Motion 15-06**

Motion: To work out designation of Regional and Alternate Representatives outside of AGA meeting and communicate results immediately thereafter.

Proposed by: Jutta Bouchard

Seconded by: Rosemary

Luciano

*Adopted Unanimously*

**9.3.SPECIAL NEEDS COMMITTEE**

Parents were asked if there was a need for a SNAC liaison and if any parent on GB wanted to take on this position given that they met the criteria (having a child on IEP). Some questions and comments arose from the public

**Questions/Comments:**

*1. Question: Can parent come forward at a later date?*

*Answer: No, parent liaison for SNAC must be decided at AGA. However, if need arises, can be discussed with GB Chair and can look for means of accommodating any special needs.*

*Mr. Geller further added that GB staff reps are determined in Spring. Parent representation must be decided at AGA and should balance staff representation for quorum. Currently, our GB is comprised of 5 staff and 5 parent GB members. If there is a need for a SNAC liaison, it must be decided today so that we can assign additional staff representation on the GB.*

*2. Question: Does SNAC liaison have to be a full time member of GB?*

*Answer: Yes, they sit at all GB meetings and report to GB any needs on behalf of parents and communicate any information coming from the Board.*

*3. Comment: Perhaps may need to better educate members of GB and parents within the community what an IEP truly means.*

- No parent motioned the need to have a SNAC liaison
- Julie-Ann mentioned that should a need arise in future that GB could be contacted

for further discussion.

**Motion 15-07**

Motion: To not designate a role specifically for Special Needs on our GB this year.

Proposed by: Stephanie Schrader  
*Adopted Unanimously*

Seconded by: Renee Aspiotis

**10. SCHOOL-BASED PARENT PARTICIPATION ORGANIZATION**

- Julie-Ann explained difference between PPO and Home and School
- maintained that a PPO would not replace current H&S
- No parent motioned to have a PPO

**Motion 15-08**

Motion: To approve that we will not have a PPO but will have a Home and School.

Proposed by: Rosemary Luciano  
*Adopted Unanimously*

Seconded by: Stephanie Schrader

**11.ADJOURNMENT**

**Motion 15-09**

Motion: That the meeting be adjourned at 8:25 pm

Proposed by: Stephanie Schrader  
*Adopted Unanimously*

Seconded by: Adolfo de la Rua

**12.SIGNATURES**

\_\_\_\_\_  
Mr. Adrian Geller (Principal)

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Mrs. Julie-Ann Leblanc (Chair)

Date : \_\_\_\_\_

Date : \_\_\_\_\_

**Attendance Sheet**

Nadia Naqvi  
Adolfo de la Rua  
Stephanie Schrader  
Joel Austen  
Rosemary Luciano

Julie-Ann Leblanc  
Pierre Leblanc  
Jutta Bouchard  
Renee Aspiotis  
Vince Spiridigliozzi

Marlene Sayegh  
Erica Eric  
Monica Ortiz  
Adrian Geller (Principal)