

PARENT SCHOOL COUNCIL 2020/2021 MEETING MINUTES FROM NOVEMBER 4, 2020

In attendance: M. McCann (Principal), A. Cunanan (Co-Chair), A. Patola (Co-Chair), J. Rye (Community Rep), A. Pronski (Secretary), N Sarin (Treasurer), V. Arulsundaram (parent rep), S. Kelenc (teacher rep), J. Roy (teacher rep), R. Johnson (non-teacher rep), A. Listster, A. Bujdos, D. Hadisunjoto, N. Diaz-Samarita, , M. Mullins, T. O'Mara, A. Ferkul

Absent: D. Tasker (parent rep)

Opening

- Acknowledgement of First Nations Sacred Territory – A. Cunanan
- Opening Prayer – A. Cunanan

Agenda Items

1. **Meeting Minutes** – from October 7th
 - Approved – A. Pronski moved for approval & J. Rye seconded motion
2. **Unfulfilled positions** – Parish, OAPCE
 - No interest from parent community. Positions will go unfilled, unless we have volunteers from the school community. If you are interested please let the council know.
3. **Kiss & Ride**
 - There has been a substantial improvement with car traffic and safety
 - Concern about congregating parents at pick up time and social distancing – email reminder to be sent
4. **By-Laws**
 - Approved – A. Pronski moved for approval & N. Sarin seconded motion
 - Discussion regarding teleconference not being an approved method for council members to vote on motions → this standard language will be updated by the Board on behalf of all schools
5. **Masks**
 - Approved – A. Pronski moved for approval & A. Patola seconded motion. Council voted and motion passed, (no votes against).
 - To confirm if Board approves this action item prior to ordering any masks
 - 260 navy blue masks, with the school crest, will be purchased and distributed to St. James students & staff members (17 staff + 235 registered students + a few extras)
 - Supplier options were discussed and McCarthy was selected given how important proper sizing is to encouraging kids to keep their masks on
 - Spirit Wear – one size, \$5/ masks +HST
 - McCarthy – multiple sizes (kids, youth, adult) and adjustable straps - \$5.25/ mask + HST
 - M. McCann to confirm McCarthy is board approved supplier
6. **Website & Meeting Minutes**
 - Discussed posting meeting minutes to school website in a more timely fashion for the benefit of parents whom were not able to attend the Council meeting
 - M. McCann confirmed it is required to verbally approve meeting minutes in the following Council meeting (email approvals are not acceptable), however we could post unapproved minutes
 - As such, the secretary (A. Pronski) will share meeting minutes with the School Council via WhatsApp for review and comment, they will then be shared with M. McCann for review and comment. After which, they will be posted to the school website. At the next council meeting, minutes will be verbally approved by council members and then the unapproved minutes will be replaced on the school council website with the approved minutes.
 - We also discussed updating the Voluntary Donation Request information on the school council website
7. **Outdoor Space** – plans / proposals
 - In the summer a community member and Ms. Roy's family dropped off tree stumps to St. James, which have been well used by students and staff this Fall, for free play during recess, as well as classroom

learning time. Pictures were shared of these socially distanced tree stumps. This was an item on the outdoor space proposal – but was kindly donated for free.

- M. McCann shared pictures of the outdoor space proposals
 - Benches around trees (material is to be determined)
 - Track on the North end of the property to encourage physical activity (this was a recommendation from the student wellness committee)
- M. McCann will ask the landscape architect for the cost associated with each item, so that we can discuss which option comes first.

8. **Hybrid Learning Model** – begins November 16th

- 225 of St. James 235 registered students will be participating in the Hybrid model, which will be a mix of students online & in-class (some of these students are returning from online only model)
- The Board's reason for moving forward with this model is to have students and staff reconnect with each other & their community. For St. James is also has the added benefit of enabling the IB teaching and philosophy to continue for all our hybrid students. Collaboration between students at home and in-class is critical to the IB Learner Profile
- St. James is currently investigating the technology options, while also respecting privacy concerns
 - Every classroom has a Smart Board and every teacher will have a Chrome Book to connect with students at home while sharing their screen
- Board is offering Personal Development Days to support teachers in teaching via a hybrid model
- No information on if reorganization will occur between classes (St. James is likely to be less impacted than other schools)
- There will be no class on November 13th → teachers will be getting classrooms ready for Nov. 16th
- Teachers will post daily agendas to Google Classroom, older grades are likely to have more variation in their schedules due to special programming, but overall agendas should be pretty similar day to day

School's Report:

1. **Thank You** – for the generous Thanksgiving plants – teachers and staff were very surprised and grateful

- A special thanks to parent Sue Anderson for proposing the idea and organizing it!

2. **Catholicity**

- Virtue Certificated – EMPATHY
- November – Conscience

3. **Curriculum**

- Progress Reports
- Telephone Conferences:
 - In-person conferences (on the 12th) were cancelled.
 - Teachers will prioritize calling parents where there is a need. Calls will likely come from a Blocked Number, so please pick up. Report Cards will include a date and time for your call
- IB Learner Profile:
 - M. McCann shared examples of how students bring attributes to life and how they connect them to daily life. Student art will be displayed in the school and a picture will be shared in the school newsletter
- Treaties Recognition Week
 - First week of November
- PYP – Primary Years Program – Ms. Roy shared pictures of students work
 - Central idea – people grow and change over time – focus on bones and muscles, how the human body functions
 - Kindergarten class – human body
 - Grade 1 – choices we make and our behaviours affect our system and our overall health
 - Grade 2 – how the world works (set up simple machines in the library)
 - Grade 3 – structures in early settlers unit
 - Grade 4 – how the world works with habitats & communities
 - Grade 5 – human body; working collaboratively with Kindergarten class

- MYP – Middle Years Program – S. Kelenc shared pictures of students work
 - Common components Grade 6, 7 & 8 → working on their portfolios. Filled with reflective pieces & subject tasks. Incorporating experiences at home as well. Objective to drive lifelong learning.
 - Grade 6 – biodiversity focus. Working on a redesign of the school yard space, to make it more bio diverse. Writing M. McCann a persuasive letter
 - Grade 7 – starting global ecosystems unit
 - Grade 8 – working on microscopes, animal and plant cells

4. Co-curricular

- Spirit Days on Friday
- Halloween – last week included a dance party organized by cohort
- All Saints / All Souls Day – all saints bingo on morning announcements
- ECO team – goes for a social distanced walk together. Designing a butterfly garden at the front of the school (funded by a grant the school received)
- Math Contest – math club is participating with the University of Waterloo

5. Facilities

- Completed 3 fire drills

6. Upcoming Events

- November 18 – human trafficking event (all parents invited)
- November 28 – School council networking event (for council members)

Closing Items:

1. Treasurer's Report:

- No change since last meeting. \$13,181 less commitments(from 2019-2020) less commitments for 2020-2021 (standing items of \$3000) leaves \$8,146.
- As of Oct 30th, \$675 raised in school fundraiser (Goal = \$12,000). Participation rate is 4.5% (Goal = 52%)
 - Decision to include a visual Meter tracking the amount raised to date vs. our goal in the Friday school email distribution with an ask for parents to please participate by November 31st (this will be included every Friday until the end of November). Also include a picture of the outdoor space we are looking to create with these funds
 - Finance report is received on Friday, so number shared will be perfectly up to date
 - Donations may be received throughout the calendar year. However, we would like maximum participation by November 31st (which is also the cutoff for a tax receipt)
 - Discussed parents concern about magnitude of emails being distributed and that this message may be lost as parents are feeling inundated
 - Considered also reminding parents via student agendas/ communication log

2. Community Report:

- This is an important month for Grade 8's transitioning into high school as open houses occur in November.
- Virtual open houses scheduled in DP Secondary Schools – see board website for dates and times
- St Paul's Virtual Open House – November 12
- Iona Regional Arts Program (Dufferin Peel Catholic District School Board– Virtual Open House November 26 at 7pm
- FYI that applications are due Nov 9 – 23rd for Regional Arts Program at Cawthra Secondary School

3. Parish:

- Confirmations and communions are being completed from 2019
- New pastoral associate now engaged with the students

4. Other Items:

- No formal ceremony occurred for Grade 8's from last year, however celebrations were acknowledged in other ways. Rewards will be distributed one-on-one once they are received.
- Will there be school photos this year? Ms. McCann said there has been no update on this
- Motioned to end the meeting – A. Patola motioned &. J. Rye seconded.

Action Items:

1. M. McCann to confirm if the board approves our mask order and that McCarthy is a board approved supplier
2. M. McCann to send gentle reminder about congregating parents during drop off and pick up – Done
3. Staff member to update the Voluntary Donation Request information on the school council website – Done
4. M. McCann to ask the landscape architect for the cost associated with each item, so that we can discuss which option comes first
5. To include a visual Meter tracking the amount raised to date vs. our goal in the Friday school email distribution with an request of parents to please participate by November 31st (this will be included every Friday until the end of November). To also include a picture of the outdoor space we are looking to create.

Future meetings (via Zoom):

December 9th at 6:30pm

February 3rd at 6:30pm