



Minutes of the fifth (5th) meeting of the 2020-2021 McCaig Elementary School Governing Board held on Tuesday, March 16, 2021 via ZOOM videoconferencing at 7 p.m.

Members Present: Lisa Cipriani, Cristin Filacouridis, Zina Fiore, Deborah Mortilliti, Jossie Tortorici, Karl Trottier, Parents; Eva Bletas, Kristin Crowdis, Ann Phillion, Dan Strina, Teachers; Pat Gilmour; Daycare Representative; Marie-Soleil Lecompte, Monika Renner, Community Representative

Alternate Members Present:

Also present were: Richard Mason, Administrator; Olivia Landry, Commissioner; Anne McMullon

Regrets: Eric Tanios

The Chairperson called the meeting to order at 7:05 p.m.

1.0 Recognition of visitors

Welcome to Louie from Piccola Gioia.

2.0 Approval of the agenda

GB20210316-01 Kristin Crowdis MOVED THAT the agenda be accepted. Seconded by Ann Phillion.

Carried UNANIMOUSLY

3.0 Approval of the minutes from February 17, 2020

GB20210316-02 Eva Bletas MOVED THAT the minutes of February 17, 2020 be approved as presented. Seconded by Karl Trottier.

For: 10
Abstain: 1

4.0 Reports

4.1. Principal

COMEDY NIGHT Comedy Night is this Saturday March 20th, 2021. This is TFOMES largest fundraiser for the year. Last year, COVID-19 caught them off-guard and derailed their plans. Sadly, TFOMES had to cancel their beloved annual Comedy Night. Due to COVID-19 restrictions this year's Comedy Night will be an on-line event. Franco Taddeo will be joined by two well-known comic headliners; Mike Dambra and Derek Seguin. Parents will be able to pre-order pizza and Mr. Puffs, with free delivery. There will be raffles, 3 prizes \$600 and up to be won! And let's not forget the famous 50/50 draw; the last winners took home \$1000! The tenth Annual McCaig Comedy Night will be held on Saturday, March 20th, 2021. All proceeds will be used to support the children of McCaig Elementary School. Tickets are 35\$ each. Everyone is encouraged to buy a ticket and support TFOMES in their fundraising efforts on behalf of the children.

TEACHER APPRECIATION WEEK AT McCAIG. Teacher Appreciation at McCaig took place during the last week before March Break and we include all staff. The teachers and staff really appreciated being pampered and recognized for the amazing job they do. I would like to take the opportunity to thank the parents who did an outstanding job. The teachers and staff were extremely impressed with everything that was done for them. The Staff and Teacher Appreciation Week ran from February 22nd to February 26th and there was something special for the teachers and staff to enjoy every day. The week started off with parents having decorated the gate near the parent drop off zone with a huge banner as well as the outside of the school in several areas over the weekend prior to the event. On Monday morning coffee and snacks were delivered by administration to the classes and teachers and staff received a heartfelt video message from students. One of our amazing TFOMER's, Debbie Peatman, created the video under the theme "Thank you from the bottom of our hearts". It included pictures of students (provided by the parents) and was shared on social media. Tuesday, a delicious lunch from Piccola Gioia was provided for all staff. On Wednesday refreshments and snacks were delivered once again. On Thursday each staff member received a flower and a special gift and lastly, on Friday we had a draw of many gifts and gift cards donated by parents along with a decadent dessert delivered to each staff member.

KINDERGARTEN 100 DAYS CELEBRATION Kindergarten celebrated 100 days of school last month. The children participated in a number of different celebratory activities in their classrooms and a series of 100 exercises to stay fit. It was a very nice celebration.

EXTRA CURRICULAR ACTIVITIES As of March 15th, ECA's are once again permitted in schools in red zones but only in classroom bubbles. Fieldtrips are also permitted. As always, the decision to offer an ECA OR A FIELDTRIP is voluntary on the part of teachers. There is 11 626\$ remaining in the Inspiring School measure 15230 and 15 060\$ in Measure 15186 Culture a École.

PORTFOLIO NIGHT Portfolio Night is scheduled for April 22nd. It will be via zoom. There will be no in-person meetings. Some teachers have expressed an interest in doing a virtual/online portfolio and others have opted for parent teacher interviews by appointment. The decision has been left up to the grade level teachers. Individual teachers will be informing parents of how they have decided to organize things.

SCHOOL ORGANIZATION I am in the process of determining how many groupings per grade level we will have next year based on the registration we have received for the 2021-22 school year. There will definitely be an increase in the total number of groups at McCaig next year. We presently have 25 homerooms.

For 2021-2022 it looks like there will be 28, possibly 29 groupings. (charts were emailed to members with maximum number per class and breakdown of groupings for 2021-2022)

The principal has spoken to the board to say that it is not a good idea to have more than 29 groupings as it will affect the dedicated rooms that McCaig has. A lot of the excess is coming from out of zone requests.

In response to a question from Lisa Cipriani, the principal is not sure if the parents of the OOZ students have been advised of the decision yet.

RECOMMENDATIONS FOLLOWING INSPECTION BY SANTE PUBLIQUE We were visited by two inspectors from Santé Publique on Friday, February 19th. The inspectors go from school to school randomly to ensure schools are following the protocols required by Santé Publique. Overall, they were very impressed by the preparedness of the school and even went so far as to give us a gold star, stating they were very satisfied with our efforts to meet the requirements of the current public health and government measures.

That being said, they did make a few recommendations that we were required to act upon. We had a follow up meeting with them where we advised them that all of their requirements were followed up on and implemented in the school. The only exception was their non-binding recommendation to install paper towel dispensers to replace the electric hand dryers. Following discussions between Material Resources and Santé Publique it was agreed to continue with the electric hand dryers because there are differing opinions on this matter. The changes that were implemented following the visit by Santé Publique were:

1. To place the books in the staffroom library off limits as they should not be shared.
2. Add posters about disinfecting your hands, before and after use, on the photocopiers and on appliances that are shared by staff.
3. Add more posters about how to properly wear a mask.
4. Posters for common eating areas indicating the need to wash the table etc.
5. To print the QR questionnaire in case someone coming into the school cannot respond to the questionnaire electronically.
6. To laminate posters on the tables in the cafeteria.
7. To add more disinfecting stations in the cafeteria.

2021 LAURIER GALA The 2021 Laurier Gala will be held virtually this year. Each school nominates a maximum of 5 students. We decided to select one student from cycle one, one from cycle two, one from grade 5 and two from grade 6. Teachers determine the category the student is chosen from amongst the following five categories:

1. Academics
2. School Perseverance
3. Sports
4. Arts
5. Citizenship

MINUTE OF SILENCE MARCH 11 The government proposed that March 11 be a commemorative day across Quebec to mark the first anniversary of the health crisis and in memory of those who have fallen due to COVID-19. McCaig staff and students observed a minute of silence on March 11th.

CYCLE 3 FIRST AID COURSE We will be using funds from Measure 15029, Animated and Safe schools, to offer first aid instruction to all grade 5 and grade 6 students, thanks go out to Miss Kristin for helping to organize this for the children.

4.2. Financial

No report this month.

4.3. PPO

Teachers appreciation went well.

4.4. TFOMES

Working on comedy night.

4.5. Parents' Committee

As e-mailed to members.

5.0 New Business

1.1 Criteria for Selection of a Principal

- 5-year admin experience means VP or principal. Jossie will clarify in the letter.
- Someone with a proven track record of finding new funding.
- Someone who is fiscally responsible at managing the budget.

GB20210316-03 Jossie Tortorici MOVED THAT the letter for the criteria for selection of a principal is approved with the noted additions. Seconded by Ann Philon.

Carried UNANIMOUSLY

1.2 Catering Services

- The price stays the same as last year including the fundraisers.
- Pat Gilmour commented that because students come with water bottles, a lot of the water boxes are going into the garbage. Louie presented two options – replace the water with boxed juice or eliminate it on pizza day and decrease the price of the pizza fundraiser.
- If you are going to remove the water on pizza day, Louie will make sure parents know. There are two low sugar juices, milk on Fridays and Wednesdays is water day.
- Option – if parents want the drink they can buy it? This would make it complicated for ordering.
- The price of the meal without the drink would be \$5.50 for the meal and the snack. What about having milk every day rather than juice. With milk every day it would be about \$5.85.
- In response to a question from Dan there are at least 100 students who order daily.
- Pat thinks they could manage without drinks, but it might be a better idea to survey the parents to ask what they would prefer and at the same time ask about juice or milk.
- A final decision on the caterer must be made. It could be pushed to April's meeting but that would be the latest.

1.3 2020-2021 ABAV Plan

- The plan was e-mailed to members and explained by the principal.
- In response to a question from Dan Strina, this document has to be reviewed every year.
- In response to a comment from Karl Trottier, the disparity between the Canadian average and our results is not large.
- Students must be properly prepared to take this survey to understand the true definition of bullying. They are made aware of the survey and explained the contents very well prior to taking it. The survey is done once a year in the school. The results show improvements in certain areas. The administration is constantly having the conversation with parents on what bullying is. The awareness has increased since the government has passed the law on having to report it and there is much less tolerance. In McCaig the actual cases of bullying are minimal.
- Lisa Cipriani suggested that the GB have a presentation from Justine Dansereau and Geoff Hips. Justine is the ABAV plan liaison at the head office.
- The ABAV Plan must be put on schools' websites.

GB20210316-04 Cristin Filacouridis MOVED THAT the 2020-2021 ABAV Plan is approved as presented. Seconded by Lisa Cipriani.

Carried UNANIMOUSLY

1.4 Tutoring measure

We have engaged 8 tutors to support our most at-risk students. They will be tutoring two times a week for an hour. The School Level Special Needs Parity Committee (SLSNPC) took the master list of over 70 names submitted by teachers in early February and, because of limited resources, reduced the original list to approximately 40 students. Some of the tutoring sessions are at school but the majority are via zoom. Each tutor is tutoring a small group (usually 4) of students, by grade level, and will cover a number of different subjects depending on the student's needs.

1.5 Masks

As announced on February 25th by François Legault, all elementary school students in Quebec, from Grade 1 to Grade 6, are now required as of March 8th, 2021 (or March 15th outside CMM region) to wear a procedural mask at all times while attending school, except in the schoolyard, but including the bus. While this is a temporary measure, we are obliged to ensure all Public Health and government measures, including directives issued by the Ministry of Education, are followed. We need to promote the health and safety of all students and all staff. These rules, therefore, apply to all. Pre-K and Kindergarten students are not included in the new rules for masks. Each child receives a minimum of two masks per day. The masks are distributed by the teachers after lunch. They are placed in a zip lock bag. This allows each child to have a clean mask, provided by the school, for the afternoon and another to use the morning of the next school day. Students are expected to arrive at school wearing the procedural mask provided by the school. If a child forgets, loses or needs a new mask during the day the school provides them with a student procedural mask with no questions asked.

1.6 2020-2021 Revised calendar

We had a snow day on February 16th. The May 10th ped day had previously been chosen as the ped day we would lose, when staff agreed on the calendar (S1), in the event of a closure of the school due to inclement weather. May 10th will therefore be a Day 2. This change has required a revision of the 2020-21 school calendar.

GB20210316-02 Debora Mortilliti MOVED THAT the May 10 ped day will be removed because of the February 16 snow day. Seconded by Karl Trotter.

Carried UNANIMOUSLY

1.7 Comedy night

As discussed in the principal's report.

1.8 Grade 6 graduation activities proposal

Proposal from Grade 6 Grad Committee 2021

- What can we do to recognize our graduating sixth graders?
 - Grade 6 parents would like to highlight our hardworking graduates! Let's show them how proud we are and that they are not forgotten! There are 3 months left before they exit the McCaig gates for the last time!
 - Thank you to the parents for brainstorming these ideas. This has been an exceptional year for Grade 6 students as because of the pandemic they missed out on all of the McCaig traditions that grade 6 students have had in the past.
1. **"You shine bright like a diamond"**
 - Ring pop with a message "You shine bright like a diamond"
 - Total Cost: \$35.00 (able to purchase this pack from a wholesaler)
 - Proposed date: Friday, March 25th
 2. **Pizza Lunch + Juice boxes**
 - Special senior lunch – let's highlight our 6th graders
 - Total Cost: \$300
 - Proposed date: Friday, April 9th, 2021
 3. **"You are in our hearts!"**
 - Decorate the grade 6 hallways with posters (made by grade 6 parents) celebrating and encouraging our graduates. Let's brighten their day. The posters can be placed along the hallway / above the cubbies.
 - Posters can be hung Friday, April 16, 2021 by grade 6 mom and staff member, Mary Miccoci
 - Total Cost: \$0
 - Proposed date: Monday, April 19th, 2021
 4. **Freezie Friday**
 - A freezie for our fantastic students
 - Total Cost: \$40.00 for 108 big Mr. Freeze
 - Proposed date: Friday, May 7th, 2021
 5. **Magnificent Monday**
 - Dress up day (celebrity? Super hero? Sports jersey?) and Photo booth – great pictures for the yearbook
 - Total cost: \$200 (photo back ground and one set of props for each class)
 - Proposed date: Monday, May 17th, 2021
 6. **"You are one smart cookie!"**
 - Prepackaged cookie with a message "You are one smart cookie!"
 - Total Cost: \$30.00 (Costco "Celebration Mini" prepackaged cookies, nut free \$8.69 for 30 pouches; need 3 packs)
 - Proposed date: Friday, May 21st, 2021
 7. **"Keep Chippin' Away... There are only 17 days of school left"**
 - Chip pack with a message "Keep "Chippin' Away! There are only 17 days of school left"
 - Total Cost: \$30 (Costco \$15 for 50 pack; need 2 packs)
 - Proposed date: Tuesday, June 1st, 2021
 8. **ConGRADulations Graduates 2021, We are proud of you!**
 - Celebration Banner placed on the gate
 - Total Cost: \$200
 - Proposed date: Tuesday, June 1st, 2021
 9. **Balloon Day**
 - Enjoy grad themed balloons in the grade 6 hallway;
 - Total Cost: \$250
 - Proposed date: Monday, June 7th, 2021
 10. **Scavenger hunt**
 - Enjoy the outdoors with a scavenger hunt in our school yard! Each class can have fun during this activity – one class at a time!
 - Total Cost: TBD (\$100)

- Proposed date: May - June
- 11. High School Survival Kit**
 - Grade 6 students can enjoy a goodie bag for high school
 - Total Cost: \$15-\$20/student
 - Proposed date: Monday, June 14th, 2021
 - 12. Sweet Treat**
 - Sweet treats for our sweet kids – ice cream truck, classes can go out one at a time and the kids can enjoy the playground for one of the last times
 - Total Cost: TBD
 - Proposed date: Monday, June 21st, 2021 (Tuesday, June 22nd, 2021 rain date)
 - 13. You will be ok! The future is bright!!**
 - A letter of encouragement from our Secondary 1 McCaig Alumni for each of our graduates.
 - Total Cost: \$50 for paper and envelopes
 - Proposed Date: end of May

**please note the activities/treats will include the grade 5 students in the split 5/6 class*

RCC Pool Party

One final hope, if we remain in the red zone with the same class bubble restrictions, can the RCC pool party be celebrated over 4 days – one day for each class bubble or over a two-day period with each class taking a ½ day slot? Grad committee can coordinate the music, decorations, prepackaged snacks and outdoor parent supervision from afar.... We understand that a BBQ is out of the question if we are in a red zone, but the kids can enjoy some snacks or prepackaged lunches by the pool.

- Total Cost: rental of RCC for 4 days or 2 days with lifeguards
- Proposed date: June 15-16-17-18 (rain dates?)

Grad Ceremony

Whatever help the grade 6 teachers need, we are ready to help, depending on provincial restrictions

Grad T-shirt

Whatever help the grade 6 teachers need, the grad committee is ready to help - proposal, design, pricing, suppliers, ordering, shipment...

Yearbook

Whatever help the grade 6 teachers need, the grad committee is ready to help – photo download, design, editing, graphic design ...

GB20210316-02 Jossie Tortorici MOVED THAT the graduation proposal is approved as presented. Seconded by Dan Strina.

Carried **UNANIMOUSLY**

6.0 Field Trips/Activities

No field trips or activities.

7.0 Adjournment

Next meeting – April 20, 2021

GB20210316-04 Kristin Crowdis MOVED THAT the meeting is adjourned 8:48 p.m. Seconded by Ann Phillion.

Carried **UNANIMOUSLY**

Minutes approved _____, 2021

Chairperson

Principal

Respectfully submitted by:
Susan O'Keeffe, Recording Secretary