



Minutes of the fourth (4th) meeting of the 2021-2022 McCaig Elementary School Governing Board held on Wednesday, January 12, 2022 via ZOOM videoconferencing at 7 p.m.

Members Present: Cristin Filacouridis, Maral Halebi, Melissa Mancuso, Deborah Mortilliti, Eric Tanios, Karl Trottier, Parents; Vicki Fraser, Ann Phillion, Teachers; Pat Gilmour, Daycare Representative; Marie-Soleil Lecompte, Anne McMullon, Community Representatives

Alternate Members Present:

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

Regrets: Eva Bletas, Dan Strina, Monika Renner

The Chairperson called the meeting to order at 7:04 p.m.

1.0 Land Acknowledgement

The Chairperson read the acknowledgement of the land.

2.0 Recognition of visitors

No visitors.

3.0 Approval of the agenda

GB20220112-01 Vicki Fraser MOVED THAT the agenda be accepted. Seconded by Karl Trottier.

Carried UNANIMOUSLY

4.0 Approval of the Minutes of November 25, 2021

GB20220112-02 Melissa Mancuso MOVED THAT the minutes of November 25, 2021 be approved. Seconded by Ann Phillion.

Carried UNANIMOUSLY

5.0 New Business

5.1 2022-2023 Subject Time Allocation (STA)

There are no changes to what is in place presently. Teacher Council and all staff have approved the STA.

McCaig offers 60 more minutes than the MEQ requirement in math in cycle 2 and 3. This is part of the school success plan and the direction the board has taken given the results in math. There is an emphasis on trying to increase the scores in math.

GB20220112-03 Karl Trottier MOVED THAT the Subject Time Allocation for 2022-2023 as presented by the principal be approved. Seconded by Deborah Mortilliti.

Carried UNANIMOUSLY

5.2 2022-2023 Budget Building Process

Are you satisfied with the current allocation of resources?

- No (see notes in other criteria of allocation and in the last question)

Rank, from 1 to 7, the level of importance on the following criteria to be considered for the allocation of resources:

- 1 Students at Risk
- 2 EHDAA Clientele (Coded)
- 3 Enrolment
- 4 Geography (Distance)
- 5 Regional Needs (Rural, Urban)
- 6 Square meters of the school
- 7 Socio Economic Index (IMSE)

Should we consider any other criteria for the allocation of resources?

- Funding to mitigate the disruptions caused by COVID. There has been an increase in anxiety (mental health, academic needs)
- Increased funding for smaller tutoring groups.
- More resources for the hiring of additional resource teachers.

Please choose 3 budgetary priorities for each Orientation in line with the Commitment to Success Plan:

Orientation 1: Retain and support quality employees:

- Professional development and growth (Ex: training on stress management, special needs, etc.)
- Mentoring and coaching
- Training workshops for employees (Ex: skill based, Danielson framework, etc.)

Please choose 3 budgetary priorities for each Orientation in line with the Commitment to Success Plan:

Orientation 2: Offer students a variety of choices through 21st century programs and curriculums:

- Techno-pedagogical tools
- Special Education (EHDA)
- Extracurricular activities

Please choose 3 budgetary priorities for each Orientation in line with the Commitment to Success Plan:

Orientation 3: Develop a learning and working environment that promotes health, safety and well-being:

- Promote Digital Citizenship
- Increase trainings related to social/emotional/academic development
- Professional Services

Please choose 3 budgetary priorities for each Orientation in line with the Commitment to Success Plan:

Orientation 4: Increase the level of literacy competencies among the adult population on the school board's territory:

- Night programs/flexible programs
- Distance education
- Other: Subsidized childcare for single parents to attend school

Please choose 3 budgetary priorities for each Orientation in line with the Commitment to Success Plan:

Orientation 5: Engage students in physical activities 60 minutes a day

- Coaching, training, guest speakers
- Other: Funding for outdoor physical excursions for students to be introduced to alternate physical activities, ex: hiking, cross country skiing, canoeing, snowshoeing, skating.

Should we consider any other topics to prioritize that were not mentioned above?

- Funding to help students overcome the challenges and difficulties caused by the pandemic. (socially, physically, academically)

GB20220112-04 Maral Halebi MOVED THAT the minutes of the Budget Building 2022-2023 be approved. Seconded by Vicki Fraser.

Carried UNANIMOUSLY

5.3 Modification of the 2021-2022 School Calendar

- The most recent measures put into place by the government include a change to the latest date that 2021-22 first term report cards may be distributed to parents. At the January 2022 McCaig staff meeting, it was proposed that the school calendar be revised, to reflect the changes made by the Ministry. The revised 2021-2022 calendar reflects a revised date for the end of term 1 and a change of the date for parent teacher night. The suggestions made by staff at the staff meeting were then brought to and approved by Teacher Council. Teacher Council proposes to change the end of Term 1 to Friday, January 28, 2022 from January 14. Report Cards would be due on Tuesday, February 8, 2022 and will be distributed to parents on Friday, February 11, 2022. Parent Interviews will be on Thursday, February 17, 2022 instead of February 3. Essentially, these changes became necessary because we closed a few days early in December and we delayed in person learning in January. The extra time will allow teachers to properly complete their end of term one evaluations
- Snow day on December 6, so a ped day must be removed. April 14 ped day becomes a regular school day.

GB20220112-05 Vicki Fraser MOVED THAT the modification to the 2021-2022 school calendar be approved. Seconded by Maral Halebi.

Carried UNANIMOUSLY

5.4 Tutoring and after school activities

An updated list of after school tutoring and activities was emailed to members.

5.5 Holiday Breakfast

We had to postpone our Holiday Breakfast because of the closure of the school in December. We will reschedule the breakfast to a day in January.

5.6 Enrolment Criteria

The enrolment criteria document was emailed to members and presented by the principal. These are the rules that are in place on how students are enrolled in the various schools in the school board. The McCaig GB has no comments.

6.0 Reports

6.1 Principal

2021-22 Term One Report Cards

As a result of the change in date for the end of term one first term report cards will be available on the Mozaïk parent portal on Friday, February 11th. As is our usual practice now, we do not email report cards.

Cross-Curricular Competencies for 2021-22 will be evaluated in both terms 1 and 3. They will be included in the first term report card. Honour Role certificates will be printed and distributed to the children and the honour roll list will be posted on the bulletin board outside the main office before the March break.

Our School Survey

Under the guidance and supervision of Mrs. Gauthier our annual student survey has been completed. As always, the children completed the survey on-line using a school device. The survey is completed by students in grades 4-5-6 and generally lasts about an hour. The survey helps guide us when we make decisions about our school. It gives the students a “voice” regarding what’s working and what is not working at our school. Their input helps us better understand the needs and wants of our student body. It is essential in helping us determine the effectiveness of our ABAV plan and helps us to make decisions about adjustments or modifications that may be required.

Elementary Assessments: Schedule 2022

The mandated June exam schedule for McCaig and all other elementary school in SWLSB has been determined. It will be sent to all parents sometime after the spring break. Mandated exams are Math, ELA, FSL and Science in grade 4 and Math, ELA and FSL for grade 6. The optional assessments for June 2022 are FSL in grade 3, Math and FSL in grade 5 and Science in grade 6.

Emergency Daycares at SWLSB

The SWLSB is offering exceptional school daycare services as per the following Ministère de l'Éducation du Québec (MEQ) directives:

- As per the government directives, families are strongly encouraged to keep their child home;
- All SWLSB school daycares will offer exceptional daycare services during the week of January 10, providing that there is an adequate number of staff available;
- Daycare services will be accessible for regular registered students whose parents/guardians are priority essential workers, as per the list established by the MEQ;
- Children with COVID-19 related symptoms must remain home, use a rapid test distributed before the holidays and complete the self-assessment tool;
- Daycare services will be open according to the schedule and fees for pedagogical days (\$16.55 per day).
- It is possible for parents to present themselves at our daycare even if they haven't registered online. The government has stipulated that if they are frontline workers, they must be accommodated.

McCaig's Daycare is operating all of this week. We have about a dozen students per day.

Distance Learning January 2022

The Ministry has mandated a minimum number of hours of educational services for students during the period covering January 10 to 14. Below is the breakdown of minutes for distance learning that is mandated by the government for all elementary schools in Quebec.

For Preschool:

Weekly hours of teaching activities	Weekly hours of independent work	Number of hours of teacher availability
11.5 hours of group learning and preparation activities	2 hours/week	11.5 hours /week
690 minutes of distance teaching/week	120 minutes/week	690 minutes/week
690 minutes is 49% of the <i>regular</i> 1410 minutes of teaching time	24 minutes/day	138 minutes/day
Each teacher must do 29 min. of distance teaching for every assigned period on their teaching schedule	ELA 102 min./week	ELA 118 min./day
	FSL 13 min./week	FSL 15 min./day
	P.E. 5 min./week	P.E. 5 min./day

For Cycle One:

Weekly hours of teaching activities	Weekly hours of independent work	Number of hours of teacher availability
10.5 hours of teaching/week	3 hours/week	10 hours/week
630 minutes of distance teaching/week	180 minutes/week	600 minutes/week
42% of the <i>regular</i> 1500 minutes of teaching time	36 minutes/day	120 minutes/day
Each teacher must do 25 minutes of distance teaching for every assigned period on their teaching schedule	ELA 65 min./week	ELA 42 min./day
	Math 50 min./week	Math 34 min./day
	FSL 30 min./week	FSL 19 min./day
	Art 7 min./week	Art 5 min./day
	Drama 7 min./week	Drama 5 min./day
	ERC 7 min./week	ERC 5 min./day
	P.E. 14 min./week	P.E. 10 min./day

For Cycle Two:

Weekly hours of teaching activities	Weekly hours of independent work	Number of hours of teacher availability
13 hours of teaching	5 hours/week	10 hours per week
780 minutes of distance teaching/week	300 minutes/week	600 minutes/week
52% of the <i>regular</i> 1500 minutes of teaching time	60 minutes/day	120 minutes/day
Each teacher must do 31 minutes of distance teaching for every assigned period on their teaching schedule	ELA 84 min./week	ELA 33 min./day
	Math 72 min./week	Math 29 min./day
	FSL 60 min./week	FSL 23 min./day
	Art 12 min./week	Art 5 min./day
	Drama 12 min./week	Drama 5 min./day
	ERC 12 min./week	ERC 5 min./day
	P.E. 24 min./week	P.E. 10 min./day
	Science 12 min./week	Science 5 min./day
Soc. Sc. 12 min./week	Soc. Sc. 5 min./day	

For Cycle Three:

Weekly hours of teaching activities	Weekly hours of independent work	Number of hours of teacher availability
13 hours of teaching	7.5 hours/week	10 hours per week
780 minutes of distance teaching/week	450 minutes/week	600 minutes/week
52% of the <i>regular</i> 1500 minutes of teaching time	90 minutes/day	120 minutes/day
Each teacher must do 31 minutes of distance teaching for every assigned period on their teaching schedule	ELA 126 min./week	ELA 33 min./day
	Math 108 min./week	Math 29 min./day
	FSL 90 min./week	FSL 23 min./day
	Art 18 min./week	Art 5 min./day
	Drama 18 min./week	Drama 5 min./day
	ERC 18 min./week	ERC 5 min./day
	P.E. 36 min./week	P.E. 10 min./day
	Science 18 min./week	Science 5 min./day
Soc. Sc. 18 min./week	Soc. Sc. 5 min./day	

Directives for Educational Institutions in The Context of The Covid-19 Pandemic

For the week of January 10, 2022, there is no in-person education. In all regions of Québec, the return to in-person classes is planned for January 17, 2022. Teachers must ensure that they maintain direct contact with each of their students on a daily basis and provide educational activities for each of the regular school days set out in the school calendar.

The isolation period will be reduced from ten to five days for appropriately vaccinated students and staff who contract COVID-19. Once symptoms have disappeared or improved and there is no fever for at least 24 hours, a return to school will be possible provided that a procedural mask is worn at all times and distance of 2 meters is maintained whenever possible, for a period of five days following the return to regular activities. The isolation period remains at 10 days for school staff who are not appropriately vaccinated.

Since December 20, and until further notice, all competitions and tournaments are suspended. All training is also suspended. Since December 26, and until further notice, public events and gatherings are suspended. Until further notice, all extracurricular activities are suspended. From January 3 to 14, 2022, inclusively, complementary services will be offered at a distance,

Elementary

Since December 20, 2021, the following contingency measures are in force in all regions:

- The public health authorities recommend that, for now, Physical Education and Health classes take place outdoors.
- If this is impossible and the classes must take place inside, teachers must adapt the lesson plan to ensure that there is a distance of 2 metres between students.
- If maintaining 2 metres of distance is not possible, wearing a procedural mask, even while exercising, is the best mitigation measure. Therefore, it is recommended that teachers adapt the level of intensity and ensure that students are constantly monitored.
- This directive from the public health authorities applies to elementary students only. It does not cover specific programs, extracurricular activities or sports concentrations.

Report Cards

Two report cards will be sent to parents during the 2021-2022 school year. The first is to be sent no later than February 11, 2022, given that some end-of-term examinations were cancelled in December and considering that the return to in-person classes has been postponed. The second report card will be sent no later than July 10, 2022.

Meetings

Assemblies and meetings of various groups (parents' committee, governing board, board of directors, Council of Commissioners, annual general assemblies must take place at a distance.

Testing

School staff will now be able to use rapid tests at school. Starting January 15, 2022, school staff will be on the priority list for access to PCR screening tests.

My Life Online Presentation for Parents and Students

This online presentation gives students a perspective that will completely change how they interact with each other online. The aim is to teach students to be safe, smart, and kind online and to guide and empower them with a clear set of values, principles, and social skills to guide their lives online. The three main topics covered are:

- Character education/digital citizenship
- Internet safety
- Youth development

The Learning Outcomes for Students are:

- Learn the 3 key questions needed to self-guide their life online and make the most of every post
- Practice the skills needed to be a Critical Consumers of online media
- Begin making decisions online based on their personal and professional goals
- Integrate a higher degree of empathy into their online communication
- Become aware that their Digital Footprint has short, medium, and long-term consequences – both positive and negative
- Discover how to create positive opportunities and relationships online
- Start to craft their positive digital citizen identity

The live, virtual workshop will be presented to grade 4, 5 and 6 students on February 2nd, 2022. A live, virtual workshop for parents will also be presented to parents at 7:00pm on February 2nd. (the link to the parent workshop will be sent out to all parents) The Learning Objectives for the Parent Workshop are:

- The alarming facts, stats, and realities about growing up in the 21st century
- The one thing people forget to teach kids about social media
- How to help kids feel empowered and excited to be safe online
- How to help kids build a positive online presence
- The 3 key conversations every caring adult must have about their life online
- Refreshing your outlook on social media

There is no charge to students or parents for these workshops. The cost of the workshops will be covered by the school.

Holiday Baskets for The Needy

We delivered approximately a dozen very large holiday baskets to needy McCaig families prior to the holiday break. We also distributed hats and gloves to many needy families. The handmade winter hats fundraiser which took place during lunch recess, Monday, December 13th to Friday December 17th was also a huge success.

7.0 Correspondence

Evote – December 22, 2021

- Grade 5 and 6 students attending the Canadian Ski Marathon
- Cross-country ski practice at Parc du Domaine Vert
- Parents will be responsible for transporting their children back and forth as January 17th is a Ped Day.
- January 17, 2022
- Ratio 1:10

- Grade 5 and 6 students. First come first served and upon demonstration of ability to complete a 5 km course.
- Papineauville, Community Hall 109 allée des Montfortains Nord, Papineauville, Qc.
- Departure time from school: possible early departure (before 9 am)
- Arrival time back to school: before bus dismissal (3:30 pm)
- February 4, 2022
- Ratio 1:10
- \$25 per student

- In addition to the request for field trip, Ms. Kristin would like to hold a Bake Sale (if permitted) to help raise funds and bring the cost of the field trips down.

GB20211222 – Cristin Filacourdis MOVED THAT the cross-country ski activity and the bake sale fundraiser be approved.

Carried

8.0 Adjournment

Next meeting – February 17, 2021

GB20220112-06 Karl Trottier MOVED THAT the meeting be adjourned at 8:37p.m. Seconded by Debora Mortelliti.

Carried UNANIMOUSLY

Minutes approved _____, 2022

_____ Chairperson _____ Principal

Respectfully submitted by:
Susan O'Keeffe, Recording Secretary