



Minutes of the second (2nd) meeting of the 2020-2021 McCaig Elementary School Governing Board held on Tuesday, October 20, 2020 via ZOOM videoconferencing at 7 p.m.

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

Alternate Members Present: Zina Fiore

Also present were: Richard Mason, Administrator

Regrets: Kristin Crowdis

The Principal called the meeting to order at 7:03 p.m.

1.0 Recognition of visitors

The members introduced themselves.

2.0 Approval of the agenda

GB20201020-01 Lisa Cipriani MOVED THAT the agenda be accepted. Seconded by Ann Phillion.

Carried UNANIMOUSLY

3.0 Approval of the minutes from September 15, 2020

GB20201020-02 Karl Trottier MOVED THAT the minutes of September 15, 2020 be approved as presented. Seconded by Cristin Filacouridis.

Carried UNANIMOUSLY

4.0 Reports

4.1. Principal ECA'S

I would like to clarify the situation as to whether or not the ministry has explicitly banned all ECA'S for schools in red zones; including bubble ECA's. In the latest MEQ Q & R document it states clearly that ECA's are not to be offered by teachers to students in RED zones. The clarification is the following: **UNLESS these are done within a class/grouping or bubble.**

I have also received confirmation from the Director of Human Resources that McCaig is permitted to offer ECA's to students WITH CERTAIN RESTRICTIONS.

- McCaig teachers are permitted to offer ECA's, to all or a portion of, the students in the bubble they teach. In addition, teachers are permitted to offer ECA's to all or a portion of the groups of students they do not teach as long as all of the students participating in the activity at a given time are from the same bubble.
- As McCaig is currently in a RED zone, there cannot be any intermingling of students from different classroom bubbles during ECA's.
- Teachers interested in offering ECA's to classroom bubbles have been asked to make their request to TC for approval at the next Teacher Council meeting (November 16).
- Teachers offering ECA's will be required to ensure that hygiene protocols are followed and that social distancing from the students in the ECA bubble and/or the wearing of protective personal equipment is maintained at all times.
- Teachers will include a brief description of the precautions they will take while offering their extracurricular activity in the ECA proposal they submit to TC. The ECA's, once approved by TC, will then be brought to our next Governing Board meeting (Nov. 17)

TERRY FOX RUN

The Terry Fox Run was held once again this year but with modifications required because of the COVID 19 pandemic. The usual run through the neighborhood around McCaig with staff, children and parents, was not possible. Instead the students participated in in the schoolyard, within their classroom bubbles, through their physical education classes. I am pleased to announce that the on-line donations are still coming in. However, it is unlikely that we will match our usual total amount of donations (in excess of 10 000\$) for this worthy cause. A special thanks goes out to the Phys. Ed teachers for organizing the event.

GRADE SIX ACTIVITY

A modified grade six corn roast/fall activity took place in the afternoon on Thursday October 8. We managed to keep the tradition alive, albeit with quite a few adjustments to the event. The grade six students had a great afternoon nonetheless.

PARENT TEACHER NIGHT

This year's Parent /Teacher night will be held on Thursday, November 26 from 5 pm to 8 pm. Parents will have an opportunity to meet with their child's teacher, by appointment, via Zoom. Teachers will prioritize students with difficulties. The first communication/progress reports will be made available to parents on the portal before the parent teacher meetings. The next day, November 27, is a ped day. This day will be made available by teachers for parents who were unable to meet with their child's teacher(s) the evening of the 26.

FIRE DRILLS

Each new school year, McCaig conducts two fire drills in the fall with all students and a third practice with daycare. The fire department is present for two of the three practices we typically do. The first practice is always internal and the second and third are a surprise visit from the Fire Department. Last year the Fire Department calculated that we were able to evacuate the entire building in 2 minutes and 5 seconds. Next week, due to restrictions resulting from the COVID pandemic we will run 4 fire drills internally at McCaig. The Fire Department has informed us that their visits to school are on hold this year. Fire drills will be held separately by Preschool, Cycle One, Cycle Two and Cycle Three over the course of the week.

VACCINATIONS

Grade 4 vaccinations will not take place at McCaig this year like they usually do because of the pandemic. The vaccinations are normally held in November. The vaccinations are for Hepatitis B and HPV.

RENTAL CONTRACT WITH ROSEMERE PRE K

Unfortunately, I must report to GB that our tenant, Rosemere Pre-K did not renew its rental agreement with McCaig for the 2020-21 school year. The opening up of two public pre-kindergarten classes and the reluctance of parents to send their young children to preschool because of the pandemic, made it financially untenable for the preschool to open this year. The total revenue for the school from this rental for the 2019-20 school year was 14,371.88\$, taxes included. The summer camp did operate at McCaig this past summer has also asked to return to McCaig next summer. The camp brings in just under \$10,000.00 in rental revenue.

PROFESSIONAL SERVICES

The Professional Services Team at McCaig for the 2020-21 school year is:

- Tania Viviani - School Psychologist
- Laurie Leibov - Speech Language Pathologist
- Melissa Di Fruscia - Occupational Therapist

SCHOOL PHOTOS

Student photos will be taken this Thursday, October 22 and Friday October 23. We will not be taking group photos this school year. Instead, the company will take individual student and staff photos and create group mosaics digitally. Grad pictures for grade six students will be taken in April. Information regarding the graduate photos will be sent to parents at that time.

TEACHER EVALUATIONS

Teacher Evaluations by the principal will continue this year. Recall teachers and teachers who are not on part time or replacement contracts are evaluated every year. Evaluation of the same E1 teachers who were being evaluated last year will continue this year because of the school shut downs. All E1's will eventually be evaluated over the next 5 years.

TAKE ME OUTSIDE DAY

Wednesday, October 21 is Teach Me/Take Me Outside Day. Educators and learners across Canada are joining together to help raise awareness about the importance of regular outdoor time. We are a nation known for outdoor pursuits and having one of the best backyards in the world but the reality is we are spending less and less time outside, including and especially our younger generations. That's concerning on so many levels, not least because it's taking a toll on our health and well-being. Take Me Outside Day is a reminder to do just that. It's an invitation to schools to extend the classroom beyond four walls and a desk and engage with school grounds and natural areas. Each staff member has been given a Take Me Outside Day t-shirt and a schedule has been created by Miss Chantal. The day will be postponed to Thursday or Friday if there is inclement weather.

In response to a question from Lisa Cipriani, technically speaking the exempted students are part of the Virtual Campus, but the principal will send the information about the cookie dough fundraiser to them.

In a follow up question, McCaig is the only school doing this fundraiser, could they open up this to all of the students in the virtual campus and maybe make more money for McCaig. The principal will look into if this is allowed.

4.2. Financial – Year end 2019-2020

As e-mailed to members.

Because of COVID things are looking a bit bleak. The supervision fees are in deficit because they had to reimburse parents for fees from March to June but still had to pay the supervisors, hence the deficit. In a lot of areas, money stopped coming in, but expenses continued.

In response to a comment from Karl, the school designated funds offset the deficits and makes the school budget look like it is in good shape, but this money is earmarked for a big project.

GB20201020-03 Dan Strina MOVED THAT the financial report from 2019-2020 be approved as presented. Seconded by Pat Gilmour.

Carried **UNANIMOUSLY**

4.3. PPO

See 5.4

4.4. TFOMES

TFOMES is currently running its Cookie Dough campaign. I have been advised that sales are going well and we anticipate that we will sell out our stock.

TFOMES still has approximately 5000.00\$ worth of socks stored at the school. This could be the next fundraising campaign that TFOMES runs but no final decision has been taken yet. The socks could potentially bring in, in excess of 10 000.00\$ in profits if all goes well.

4.5. Parents' Committee

As e-mailed to members.

PC executive held a meeting and it was agreed upon that some subcommittees was created PC² in the spirit of creating more awareness around school governance. PC would like to highlight parents who play a role in their schools GB and celebrating involvement on school governance. There will be a letter going out to all FB members asking them to express what GB is to them with other various questions. Quotes would be put up with your photo and put onto the PC FB page. Anyone who wants to participate, please send your photo with a quote to the GB Chair.

5.0 New Business

5.1. Changes to the Basic School Regulations (BSR)

As you are probably aware, a modification to the Basic School Regulation was announced by the government on October 7.

For this year only, two report cards will be sent to parents instead of three. The first report card will be produced no later than January 22 and the second, no later than July 10.

On an exceptional basis, the report card normally produced on November 20 will not be issued, the dates for the end of terms have been modified, and each of the two terms will have a weighting of 50%.

Teachers are now required to communicate with parents, in writing, no later than November 20 (first communication/progress report) instead of October 15. So, there will not be a report card in November; instead a progress report will go out in November and the usual October progress report will not go out to parents.

This FIRST November communication will still be a summary of the learning accomplished by the children since the start of the year, the child's progress and the child's behaviour.

At first, only FSL, ELA and Math were to have been included in the October progress report. However, since the progress report will now go out in November, all teachers will make a designation for all subjects on the first communication/progress report. The teachers will input information for the November first communication/progress report by Monday, November 16.

The date of the parent-teacher interviews has not changed. They will still be held in November (November 26), as always, when the first communication/progress report is distributed. Consequently, the parent teacher interviews have an even greater importance this year. Teachers will make themselves available to meet with all parents who are interested in doing so. This will complement the written communication/progress report with a more personal and reassuring interaction.

The first formal report card will be sent in January 2021. This report will be very thorough in order to provide parents with as much relevant information and detail as possible. The first report card will include results for each subject and competency.

Comments will be provided on one of the four additional cross-curricular competencies (exercises critical judgment, organizes his or her work, communicates effectively, and works in a team) in both terms.

A modification has been made to reduce the weighting of the examinations written in Elementary and in Secondary Cycle One. These examinations, which will also be reduced in length, will count for 10% of a student's final result this year, instead of 20%.

More specific information regarding the content of the report card and the form that compulsory examinations for Elementary and Secondary Cycle One students will take this year will be sent to parents in the coming weeks.

School teams have been asked to reflect on the locally administered evaluations carried out with their students, with the goal of demonstrating greater flexibility in this exceptional year in order to reduce the pressure on students and school staff by limiting the number of in-school evaluations.

The Standards and Procedures of Evaluation which go out parents with the first communication will be modified to reflect the new reality described above. The revised standards and procedures of evaluation will be presented to GB at the next meeting.

In response to a question from Karl Trottier, the evaluation will touch upon on how the students are doing emotionally as well as academically. Teachers will be encouraged to add comments.

In response to a comment from Eric on what is in place for the psychological side for students, Mr. Mason responded that it is a difficult time for everyone. The schools' job is to help students get through the difficult time. There is nothing formally in place right now – it will come from the many professionals in the building being sensitive to the uniqueness of the year and responding to the students needs on how they are feeling.

All of the teachers are very much aware that they can take their students outside to take advantage of the good weather to make the students not cooped up in their classroom.

5.2. School Calendar

As e-mailed to members.

As a result of the modifications to the BSR announced by the government on October 7, the school has had to adjust the 2020-21 school calendar. The main change is the movement of the January 25 ped day to January 15. The changes also reflect the fact that we will now have two report cards and two terms, instead of three, and the rescheduling of the progress report from October to November. All of the various people and services, including the transportation department have been advised.

GB20201020-04 Dan Strina MOVED THAT the Ped day change from January 25 to January 15, 2021 be approved.
Seconded by Eva Bletas.

Carried **UNANIMOUSLY**

5.3. Deeds of Establishment

As e-mailed to members.

Nothing to change for McCaig.

5.4. Halloween

As e-mailed to members.

A number of PPO parents have been working hard to plan events for Halloween at McCaig. Students will be allowed to wear costumes at school on Thursday, October 29, 2020. Everything we have planned will respect the social distancing and hygiene measures required by Santé Publique. All activities will occur within the classroom bubbles. A memo will go out to parents explaining how our McCaig Halloween celebration will work. No parents will be allowed into the school. TFOMES has given PPO 500.00\$ to cover costs and the school has kicked in an additional 500.00\$.

Some of the Halloween activities planned include:

1. Music at Recess over the intercom
2. Bingo Kits for every classroom – prepared by PPO. PPO will provide prizes for the winners in each class.
3. A bag of chip per student will be given to each student.
4. Pumpkin decorating contest. A pumpkin will be given to each homeroom to decorate. The pumpkins will be judged and prizes will be given. A Pizza lunch will be given to the 1st place winning class.
5. The class with the best costume(s) will get a Pizza Lunch.
6. The regular class scheduled will be modified and October 29 be a homeroom afternoon.

6.0 Field Trips/Activities

No field trips or activities.

7.0 E-votes

None this month.

8.0 Correspondence

8.1 School uniforms

This subject comes up every year and the community are polled on the subject. The staff has no personal preference on it. In response to a comment from Deborah, the GB decided a couple of years ago that because this subject comes up annually, that they would take a poll every 3 years on whether parents want this. Jossie will send an e-mail to the parents who are enquiring about it.

9.0 Adjournment

Thank you to the staff of McCaig for all you are doing.

Next meeting – November 17, 2020

GB20201020-05 Jossie Tortorici MOVED THAT the meeting is adjourned 7:59 p.m. Seconded by Eric Tanios.

Carried UNANIMOUSLY

Minutes approved _____, 2020

_____ Chairperson _____ Principal

Respectfully submitted by:
Susan O'Keeffe, Recording Secretary