



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, 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 Representatives

Alternate Members Present:

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

Regrets: Eric Tanios

The Chairperson called the meeting to order at 7:01 p.m.

1.0 Recognition of visitors

Welcome to Olivia Landry, Commissioner and Adam Gordon, Parent Commissioner.

2.0 Approval of the agenda

GB20201117-01 Deborah Mortilliti MOVED THAT the agenda be accepted. Seconded by Lisa Cipriani.

Carried UNANIMOUSLY

3.0 Approval of the minutes from October 20, 2020

GB20201117-02 Karl Trottier MOVED THAT the minutes of October 20, 2020 be approved as presented. Seconded by Cristin Filacouridis.

This motion was CARRIED on the following division:

For: 10
Abstain: 1

4.0 Reports

**4.1. Principal
REMEMBRANCE DAY**

We had moving Remembrance Day Ceremonies on Monday, November 11th, where we commemorated the sacrifices that Canadians made in armed conflicts and paid homage to the courage and sacrifice of those who served their country while acknowledging our responsibility to work for the peace they fought hard to achieve. In addition, the wreath display in the front lobby of the school was very impressive. Our poppy campaign went well, all things considered, with donations collected going to the Royal Canadian Legion. Due to the current restrictions, we weren't be able to have our traditional assemblies in the gymnasium. Each class commemorated Remembrance Day individually. Thanks go out to the staff for all their hard work to make this ceremony so meaningful for everyone involved. Special thanks to Miss Da Costa and Miss Cruise for leading the way.

PARENT-TEACHER NIGHT

The date of the parent-teacher interviews has not changed. They will still be held on Thursday, November 26th, as originally planned. The first communication/progress report will be made available to parents on the Mozaik parent portal before the parent/teacher night. 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. All meeting will be hosted using Zoom or another platform chosen by your child's teachers.

TFOMES Hockey Raffle fundraiser

At this time of year, we would normally be planning for the TFOMES Hockey Raffle fundraiser. This very successful fundraiser, typically brings in more than 10 000\$ in profit annually. Regrettably, due to the Covid 19 pandemic, the sale will likely not be held this coming January as it usually is.

HOLIDAY BREAKFAST

It is once again that time of year where we need to decide if we want to have a Holiday Breakfast for the children during the week before the break. The cost of Piccola Gioia's hot Christmas breakfast is 5.00\$. We are thinking of going ahead with the breakfast; the school will pay for the breakfast for all students using Measure 30040 from the government. This measure, called *Social Solidarity, must be used for the purchase of food and beverages respecting the orientations of the politique-cadre pour un virage santé à l'école; breakfast, lunch, and snacks.*) There is 6417.00\$ available in this measure for the purchase of food for the children. Funds from this measure were used to cover the cost for the 8 classes that won best costume and best decorated pumpkin. We would also like to use funds from this measure to have school wide pizza parties in late November or early December.

OPEN HOUSE 2020

McCaig's annual Open House is usually held on the last Saturday in January. Last year our Open House was held on January 25th from 11 a.m. to 2 p.m. We have begun to explore advertising options to promote McCaig and inform prospective parents about the registration process. We will be printing flyers for the local daycares and local businesses again this year, like we did last year, but we will not be holding an Open House this school year because of the pandemic. Some schools have opted to go virtual but it was decided it is not necessary to go this route. McCaig opened two new pre-k classes this year and we are set to open a third pre-k next year. One of our biggest concerns in the past has been declining enrolment that would potentially see the school dip below 500 students with all the ramifications of a population drop. Our number right now are excellent at 540. We are the largest elementary school. We are projected to continue to be. Finally, with all of the change, uncertainty, pressure and stress associated with this school year we have opted to cancel Open House for 2020-21.

STUDENT OF THE MONTH

Once again, this year, we will be distributing student of the month certificates, one per homeroom, to students selected by their homeroom teacher. In addition, teachers have begun handing out the "Caught Being Kind" certificates to the children.

SUBJECT TIME ALLOCATION

STA for 2020-21 was discussed by staff at the staff meeting held on November 10th. The staff expressed support for status quo for the 2020-21 STA. A motion for status quo for next year's STA was proposed and approved by Teacher Council at their meeting held on November 16th and now, the 2020-21 STA is being presented to Governing Board. Following all these steps, the final STA is then submitted to the SWLSB (PSD). The deadline for this is the end of January, at the latest.

RENOVATIONS

It will be a busy 2021 spring and summer at McCaig as there are several major projects planned for the school. The SWLSB Material Resources department has reconfirmed that work on the heating and ventilation for all rooms at McCaig will begin in spring 2021 and be completed over the summer. The outdoor classroom will be installed as soon as the snow melts and lastly the preschool washrooms will be renovated this summer.

HALLOWEEN

On Thursday, October 29th we celebrated Halloween at school. Students and staff were encouraged to wear their favorite costume at school. Here are some of the special activities that took place:

- Dancing to funny and spooky Halloween music during am and pm recess
- Playing Bingo in class
- Costume Contest
- Pumpkin Contest
- A little treat was given to all students
- Etc.

A big THANK YOU to all teachers, staff, PPO and TFOMES who made this special day possible. A special thank you to the PPO parents who put together a bingo kit for each class, purchased a little treat for each student and a pumpkin for every class, etc. Everything that was planned respected the social distancing and hygiene measures required by Santé Publique. All activities occurred within the classroom bubbles.

GREEN INITIATIVES

We are well into the changeover to reusable cutlery and the banning of disposable water bottles at McCaig. The caterer no longer provides disposable plastic cutlery with every meal and he has eliminated plastic water bottles from his menu. The transition has gone amazingly well with very few difficulties encountered. Parents seem to have embraced our green initiatives. Our new refrigerated water fountains, with dispensers for reusable water bottles, are helping save our planet and our blessing during these exceptional Covid times.

SCHOOL PHOTOS

Student photos were taken on Thursday, October 22nd and Friday, October 23rd. We did not take 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.

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 the Terry Fox Run 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 come close to our usual total amount of donations (in excess of 10 000\$) for this worthy cause. As of today, we have raised \$3,033.00. A special thanks goes out to the Physical Education teachers for organizing the event during these exceptional times.

TAKE ME OUTSIDE DAY

Wednesday, October 21st was Teach Me/Take Me Outside Day. Educators and learners across Canada joined 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 was given a Take Me Outside Day t-shirt and a schedule had been created.

PULL-TABS FOR SHRINERS

McCaig is collecting pull-tabs on behalf of the Shriners. Pull-tabs or "pop-tops", from soft-drink /beverage cans can be saved and donated to the Shriners. Just drop the collected tabs off at school. The tabs are sold to a recycling company and the money collected is used to fund transportation for needy children to and from the Shriners Hospitals. We are appealing to parents to collect the tabs in a plastic Ziploc baggy and have their child drop them off at the school. Every little bit helps and working together, we can accomplish great things.

2020-2021 SCHOOL YEAR - REPORTING AND FINAL EXAMS

Here is a summary of the changes that been put into place this school because of the impact of COVID 19:

- There will be 2 terms for the 2020-2021 school year
 - Deadline for term 1: January 22, 2021
 - Deadline for term 2: July 10, 2021
- The weighting for each term is 50%.
- ALL subjects and competencies MUST be reported on for both terms.
- One out of the 4 cross-curricular competencies MUST have a comment on both terms.
- The weighting of the compulsory MEQ grade 6 exams (Math & ELA) will be 10% of the final mark.
- The Grade 6 ELA exam will be held on ONE day:
 - May 18th Grade 6 ELA:
 - Reading (Morning)
 - Writing (Afternoon)
- The Grade 6 Math will be held in ONE day:
 - June 8th Grade 6 Math:
 - Application problems (Morning)
 - Afternoon (MMCP Question Booklet)
 - Situational Problem will not be included in this year's exam.

Three new pedagogical days have been added to the school calendar. To promote conditions conducive to the deployment of distance education services, which have now become part of the education landscape in Québec, to facilitate the sharing of best practices, and to enable school teams to better plan for the months ahead, the Basic school regulation has been amended. This amendment adds three training and planning days (Ped days) to the calendar of all institutions offering preschool education, elementary education or secondary education (general education in the youth sector), regardless of the alert level in the zone where they are located. This new measure will also help teams refine the support and guidance offered to each student throughout the year.

The school service centres, school boards and schools will have all the latitude they need to organize these days in accordance with the needs observed in their communities. These three additional days must be added to the already-established school calendar in accordance with the following compulsory conditions:

- They must be scheduled between October 29 and the end of the 2020-2021 school year.
- They must account for a maximum of one additional day per month.

To assist parents in planning for these three days, preschools and elementary schools must provide free daycare services to all the children regularly enrolled in them. Funding for the three days will be entirely assumed by the Ministère. Three regular school days have been removed.

The dates for the three new ped days are:

- November 30th
- January 25th
- March 19th

BUS SAFETY VIDEO

Three McCaig classes (E21, E32 and E42) were selected to participate in the filming of a bus safety video aimed specifically towards grade two, three and four students. This video will be used in all SWLSB schools this year. In a typical year, an instructor would visit the schools and teach the bus safety program to each class. However, in this exceptional year, it has been

decided that it would be better to film a video and send it to each of our schools. The videos were filmed outside of the school, in the parking lot and in and around a parked bus.

VENTILATION SYSTEMS AT MCCAIG

SWLSB schools/centres have mechanical ventilation and/or Natural systems. McCaig has a new addition that was added to an older original building. McCaig has a combination of mechanical and natural ventilation.

Mechanical Systems:

- These systems will be set at 100% fresh air for as long as weather permits. This means that 100% of the air is evacuated and replaced by outside air. Once the heating starts the systems will be set for the maximum fresh air possible.
- Air exchange rates respect existing norms by the CNB (Code National du Bâtiment)
- Filters are changed as per CNB norms
- The Material Resources department confirms that all mechanical systems are functioning well within our school. It is MR's responsibility to ensure the systems operate properly

Natural Ventilated Systems :

- Ventilation occurs through the opening of windows and doors. Staff are encouraged to take advantage of breaks between classes to open window and classroom doors, this will encourage drafts resulting in improving the ambient air quality
- Ensure rooms are kept at the minimum temperature during the cold season
- Leave classroom doors open as much as possible
- When possible, leave at least one window open during class time
- Open windows when the outdoor temperature is inferior to the indoor temperature during warm seasons

In response to a question from Dan Strina, there has been no talk about getting air purifiers in the school.

DOOR DECORATING CONTEST

Staff agreed to have a door decorating contest once again this year. Teacher and students will decorate their homeroom doors with the theme being Winter Carnival/Winter Fun! Prizes will be given to the classrooms with best decorated door.

4.2. PPO

There has been no meeting.
Halloween activities took place.
Talking about Christmas activities.
Will need help to promote McCaig through postcards.

4.3. TFOMES

Christmas tree fundraiser
Sock fundraiser
Chantal oversaw selling the remaining stock of cookie dough. Bought overstock last year at a great price.

4.4. Parents' Committee

As e-mailed to members.

5.0 New Business

5.1. Standards and Procedures of Evaluation and Scales of Competency 2020-2021

As e-mailed to members for information only.

5.2. Revised School Calendar 2020-2021

As e-mailed to members.
3 COVID ped days have been added to the calendar – November 30, 2020 (will work on distance learning - teachers teaching teachers); January 25 (board-wide elementary PD day about distance learning), March 19, 2021.

GB20201115-04 Dan Strina MOVED THAT the three COVID Ped days November 30, 2020; January 25, March 19, 2021 be approved. Seconded by Eva Bletas.

Carried UNANIMOUSLY

5.3. Subject Time Allocation 2021-2022

As e-mailed to members.

GB20201115-05 Kristin Crowdis MOVED THAT the COVID Ped days November 30, 2020; January 25, March 19, 2021 be approved. Seconded by Ann Phillon.

Carried UNANIMOUSLY

6.0 Field Trips/Activities

No field trips or activities.

7.0 E-votes

None this month.

8.0 Correspondence

8.1

9.0 Adjournment

Next meeting – December 15, 2020

GB20201115-05 Jossie Tortorici MOVED THAT the meeting is adjourned 7:59 p.m. Seconded by Pat Gilmour.

Carried UNANIMOUSLY

Minutes approved _____, 2020

_____ Chairperson _____ Principal

Respectfully submitted by:
Susan O'Keeffe, Recording Secretary