



Meeting Location: Zoom
School District: OCDSB

JESC Meeting Minutes

**Jockvale Elementary School
Council Meeting Minutes**
Monday, May 25th, 2020.

In the Chair

Crystal Logan – Chair

Meeting Participants

Attendees	Unable to Attend
<u>Executive Members</u> Crystal Logan – Chair Shannon McLaren – Vice-Chair Elise Currie – Secretary Krista MacIsaac – Treasurer Phil McKee – OCASC Rep Jennifer Demone – Volunteer Coordinator	<u>Executive Members</u>
<u>Parent Members</u> Leigh Golden Debbie Hameluck	<u>Parent Members</u> Jacquie Comstock
<u>School Administration</u> Robyn Darragh – Principal Janis St. Germain – Vice Principal Brenda Feldbruegge – Office Administrator	<u>School Administration</u>
<u>Other Parents</u> Cheryl Strautman	
<u>Community Members</u> None	

Approval of Agenda

Motion: To accept the agenda. 1st Leigh Golden, 2nd Shannon McLaren. All in favour.

Approval of Previous Minutes

Motion: To accept the April minutes 1st Jennifer Demone, 2nd Shannon McLaren. 6 votes in favour, 1 abstention. Passed.

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Chair's Report

Thanks for joining for the last meeting of the year. Hopefully next year will be better! Crystal has been in contact with Michelle Geroux at the Board to discuss end of year responsibilities. The financial reporting stays the same, and council will have to provide the final report in June.

Refunds, cancellations and postponements have already been taken care of. In terms of planning for next year, it's a good idea to hold off on any serious planning until we have more information about whether school will be open in September. Food programs, etc. shouldn't be planned to start prior to October 1st.

Council won't set a date for the AGM/election yet, but will communicate to parents that it will take place in the fall. Tentatively, it would make sense for it to be Sept 16th or 23rd, but we should wait to hear when we're up and running.

The Barrhaven Food Cupboard is doing well as they've become the charity of choice right now. They've already committed to doing the holiday food hampers next year!

The donation from the parade will be revisited in the fall so that they can assess how many sponsors they will have for next year's parade.

Principal's Report

Happy to be back! The tentative organization of classes for next year are as follows...

- 3 kindergarten classes
- English 1/2, 2/3, 3/4, 5, 6 and Behavior Intervention Program.
- EFI 1 (2 classes), 2, 2/3, 3, 4, 5, and 6.

Final decisions will be made at the end of August.

It's a sad time for staffing as Jockvale is saying goodbye to many staff, but we will have new staff coming in (see the full list in the attached report).

The school is waiting to hear from the board regarding plans for the Grade 6 leaving ceremony.

More info to come on when/if students can pick up items from the school.

Chromebooks from Jockvale have been handed out to many families in the community.

See full report in Appendix A.



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Treasurer's Report

The council bank balance is \$23100.41 (all refunds for the food program have been accounted for).

Allocated funds are \$11811.77. This includes the shade structure, makerspace, and the food program slush fund. The Food Task Force has \$1200 and \$500 is allocated to purchasing library books.

Cash available is \$11288.64.

Council raised approximately \$14000 this year!

See full report in Appendix B.

OCASC Report

No meetings scheduled for this time and no new communication beside what's available on the website.

2020/2021 Gym Bookings

Council has 6 dates to work with for next year. It's really hard to know what the year will look like, but we need to submit these dates now. Crystal will take a look at the dates and email a list to council when the meeting is over so that everyone can discuss.

End of Year Communications

It will be important to send a message to parents explaining what's happened, keep the positive momentum going, recruit, and communicate what council is spending money on. Crystal will draft this up since we don't have a member in the communications role. This message will give parents a heads up that we're planning for next year, but that more info will come later. Crystal will work on it and send everyone a copy to revise before it's sent out to families. The plan is to get this sent out before the end of June.

Any Other Business

A big thanks to Debbie who is moving on after this year. She's been amazing and will really be missed!

Motion for Allocation of Funds

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Discussion about what to allocate funds to...

- Items for grads such as t-shirts, water bottles, keychains.
- T-shirts for all Jockvale students. Council has done this in the past and provided them for free (with an optional \$5 donation).
- Large scale post-COVID makeup for Spring Fling (would most likely be Spring Fling of next year).
- Money for Chromebooks that may have been damaged during remote learning.
- Allot more funds for food subsidies as there may be more families in need. One thing to keep in mind is that there might not be food programs next year at all.
- Presentations and experiences to further promote equity.
- Outdoor equipment (skipping ropes, balls, etc).
- Technology; Bluetooth speakers, large and mini iPads, Chromebooks, and online resources.
- Personal dictionaries for the grade ones (approx. \$3.75/book).
- Startup fund for next year's council. Some councils are putting more aside for next year with the thought that fundraising may be very limited, this is probably a good idea.

Motion: To amend the allocation for Scientists in the School from year 2020 to 2021.

Motion: To allocate \$423.75 to t-shirts for the grade 6 graduates.

Motion: To allocate \$1000 to the Hallowe'en Dance.

Motion: To allocate \$400 to personal dictionaries.

Motion: To allocate \$4500 to the purchase of Chromebooks.

Motion: To allocate \$2000 to purchase sports equipment.

Motion: To allocate the remainder to the startup fund for next year.

1st Shannon McLaren, 2nd Phil McKee. All in favour. All motions passed.

Note: Council will need a list of outdoor equipment needed in order to purchase.

Adjournment

Motion to adjourn. 1st Shannon McLaren, 2nd Phil McKee. All in favour.

Next Meeting

Date: TBD

Agenda: To be set by Chair

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Appendix A – Principal's Report Jockvale ES Principal's Report

May 2020

From the Office

Tentative staffing projections are as follows:

Three Kinder classes	Two EFI 1
Reg 1/2	EFI 2
Reg 2/3	EFI 2/3
Reg 3/4	EFI 3
Reg 5	EFI 4
Reg 6	EFI 5
Behaviour Intervention Program	EFI 6

We will be saying goodbye to the following staff members:

Alina Gruder	Candice Grainger
Jennifer Ivison	Patricia Irvarren
Felix Tagne Djom	Daniel Bonnell

We will be welcoming the following teachers to the Jockvale community:

Brittany Findlay-Murphy	Diana McDonald
Aleksandra Mumdzijan	Andrea McIntosh

Still to hire .58 LRT position

Student Learning

We continue in our "Phase Two" of at home instruction and will see educators delve deeper into their new teaching platforms and plan for instruction. A target of 5 hours of educational engagement a week for Kinders to Grade 6, with a focus on Literacy and Mathematics for primary grades and folding in Social Studies and Science for Junior grades. Educators are continuing to collaborate with each other, being mindful of their students to set up realistic weekly plans.

To address learning a new language, some of our primary teachers are providing simple French videos for students to view, as an aid to teach vocabulary in a rich context. They are having frequent small group Google Meets (so everyone gets lots of airtime) to practice speaking and using the vocabulary taught in the videos. Many teachers are continuing with Guided Reading groups by offering French texts using online resources. These groups are based on the reader's abilities and interest and the focus on fluency, as well as comprehension.

Some of our junior teachers are following a similar format, they are front loading information (context, French vocabulary) using Google Classroom (with video and text links), then giving students projects to have them further their research, ultimately having students present their learning in a more formal way.

One of our junior teachers is offering an optional coding club for students, using French as the language of instruction and conversation. She feels that it is a great opportunity for students to practice their basic interpersonal skills in a

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less formal environment, while learning more formal academic language related to technology. She is also holding "office hours" where students can meet with her one on one to discuss concepts and receive extra help in French.

Kinder teams are sharing videos of songs to learn with their families, and will practice singing together in a small group Google Meets.

The distribution of technology for students in need is in the fourth phase. To date JES has loaned out 55 Chromebooks and over 30 hotspots.

Upcoming

We are currently planning a virtual Leaving Ceremony to honour our grade 6 students who will be moving onto middle school in September. In order to create the slideshow, a request to submit a baby and current photo to Mrs. Ross was sent out last week.

Plans to remove personal items from the building

Speakers' Series

Cancelled at this time.

Wishlist Items

To further promote equity

- a. Presentation by Phyllis Webstad: She presents her memories of Residential schools and the meaning of Orange Shirt Day.
- b. Presentation by DJ Malek of Youth Stars- sharing the contributions of Black Canadians

Experiences

- c. Jungle Sport- <https://www.junglesport.com/k-5/6-school>
- d. Luv 2 Groove Dance workshops

Equipment/Supplies

- e. Library Books
I would like to purchase some books for the library that reflect our different cultures, abilities and interests. I would like more students to see themselves reflected in the pages of our books.

For example, [Lailah's Lunchbox](#) is a great book about Ramadan. Lailah is fasting for the first time and she's nervous about how her classmates will react to the idea so she keeps it a secret. When I read this to students at Kanata Highlands, it was amazing to hear so many students say, "We do Ramadan!" Their excitement at seeing themselves in the book was amazing. Here is a list of books I purchased for Kanata Highlands when we were trying to increase the diversity in our collection.

https://docs.google.com/spreadsheets/d/1U3MZXc-5ckHe4-kkENaVcix09klma_dzNtXUXeHJIK8/edit?usp=sharing

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As for French fiction, there are lots of titles at all age levels we could get. [Bound2Learn](#) has lists available of recommended books. If you scroll down to where it says, "French Hot Lists" you will see some great suggestions.

f. Outdoor Equipment

Soccer balls, basketballs, skipping ropes, mini soccer nets, soft frisbees, alligator balls, bubbles, sidewalk chalk, outdoor chalkboard, PVC piping for marble and water run, sand toys, children's chairs

g. Technology

More Chromebooks, large and mini iPads, bluetooth speakers, microphones (good omni-directional, for the stage and performers, not holding it, or standing at a podium like we have now), colour printer

On-line resources like Razz Kids, /www.infos-jeunes.com (French current events articles with comprehension questions for grades 3+), www.lesplan.com/fr (French current events articles with comprehension questions for grades 3+)

DoInk multi user license (app) for use of Green screen



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Appendix B – Treasurer’s Report

JESC Treasurer Report - May 25, 2020
March 3 - May 25, 2020

General Ledger of Account Activity					
Date	Description	Withdrawals		Deposits	Balance
2020-03-03	Opening Balance			\$	31,513.73
2020-03-04	Teacher Reimbursements - JS (2358)	\$	100.00	\$	31,413.73
2020-03-04	Teacher Reimbursements - SA (2359)	\$	100.00	\$	31,313.73
2020-03-11	Subway Day - March 5 (2360)	\$	130.40	\$	31,183.33
2020-03-11	Teacher Reimbursements - EP (2361)	\$	100.00	\$	31,083.33
2020-03-11	Teacher Reimbursements - NM (2362)	\$	100.00	\$	30,983.33
2020-03-14	Teacher Reimbursements - MT (2363)	\$	100.00	\$	30,883.33
2020-03-14	Pizza Day - March 9 (2364)	\$	144.64	\$	30,738.69
2020-03-14	Subway Day - March 12 (2365)	\$	126.35	\$	30,612.34
2020-03-14	Subway Day - March 13 (2366)	\$	125.45	\$	30,486.89
2020-03-14	Hot Dogs (2367)	\$	88.81	\$	30,398.08
2020-05-09	Food Program Refund - JTC (2368)	\$	62.25	\$	30,335.83
2020-05-11	Food Program Refund - MCB (2369)	\$	33.00	\$	30,302.83
2020-05-11	Food Program Refund - JC (2370)	\$	62.25	\$	30,240.58
2020-05-11	Food Program Refund - MD (2371)	\$	60.00	\$	30,180.58
2020-05-11	Food Program Refund - BF (2372)	\$	62.25	\$	30,118.33
2020-05-12	Food Program Refund - PJ (2373)	\$	33.00	\$	30,085.33
2020-05-12	Food Program Refund - ELS (2374)	\$	122.25	\$	29,963.08
2020-05-12	Food Program Refund - NP (2375)	\$	58.50	\$	29,904.58
2020-05-12	Food Program Refund - DP (2376)	\$	62.25	\$	29,842.33
2020-05-12	Food Program Refund - AA (2377)	\$	62.25	\$	29,780.08
2020-05-12	Food Program Refund - RR (2378)	\$	33.00	\$	29,747.08
2020-05-12	Food Program Refund - PC (2379)	\$	66.00	\$	29,681.08
2020-05-12	Food Program Refund - FS (2380)	\$	66.00	\$	29,615.08
2020-05-12	Food Program Refund - KS (2381)	\$	66.00	\$	29,549.08
2020-05-12	Food Program Refund - AD (2382)	\$	14.42	\$	29,534.66
2020-05-12	Food Program Refund - AG (2383)	\$	133.50	\$	29,401.16
2020-05-12	Food Program Refund - SB (2384)	\$	29.25	\$	29,371.91
2020-05-12	Food Program Refund - EB (2385)	\$	60.00	\$	29,311.91
2020-05-12	Food Program Refund - KE (2386)	\$	33.00	\$	29,278.91
2020-05-14	Food Program Refund Repayment (2387)	\$	6,317.25	\$	22,961.66
2020-05-25	Pizza paid by cash or cheque			\$ 105.00	\$ 23,066.66
2020-05-25	Hot dog paid by cash			\$ 33.75	\$ 23,100.41



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Profit Report - September 1, 2019 - May 25, 2020

Item	Expense	Revenue	Profit
Food Programs			
Pizza	\$ 4,315.06	\$ 7,397.19	\$ 3,082.13
Hot Dogs	\$ 1,814.07	\$ 4,251.08	\$ 2,437.01
Subway	\$ 3,261.24	\$ 4,124.76	\$ 863.52
Popcorn Fridays	\$ 224.38	\$ 949.80	\$ 725.42
Lunch Lady	\$ -	\$ 183.35	\$ 183.35
Sub-Total	\$ 9,614.75	\$ 16,906.18	\$ 7,291.43
Food Task Force			
Food Task Force	\$ 1,323.90	\$ 695.00	-\$ 628.90
Holiday Concert	\$ 16.13	\$ 338.50	\$ 322.37
Sub-Total	\$ 1,340.03	\$ 1,033.50	-\$ 306.53
Events			
McDonald's	\$ -	\$ 1,226.00	\$ 1,226.00
Dance	\$ 883.07	\$ 1,774.50	\$ 891.43
September Movie Night	\$ 257.77	\$ 930.85	\$ 673.08
November Movie Night	\$ 405.92	\$ 958.60	\$ 552.68
February Movie Night	\$ 121.59	\$ 717.00	\$ 595.41
Sub-Total	\$ 1,668.35	\$ 5,606.95	\$ 3,938.60
Fundraisers			
Little Caesar's	\$ -	\$ 1,012.00	\$ 1,012.00
Jingle Jangle	\$ 49.41	\$ 2,162.40	\$ 2,112.99
Budding Artists	\$ 1,104.34	\$ 1,374.50	\$ 270.16
Sub-Total	\$ 1,153.75	\$ 4,548.90	\$ 3,395.15
Misc	\$ -	\$ 3.57	\$ 3.57
Total	\$ 13,776.88	\$ 28,099.10	\$ 14,322.22



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JESC Expense Report

* List of expenses other than those purchased to run or operate a food program or fundraiser

Item	Funds Allocated 2018/19 and Not Spent	Funds Allocated 2019/20	Expense	Remainder
Makerspace	\$ 104.21			\$ 104.21
Scientist in School	\$ 1,250.00			\$ 1,250.00
Outdoor Features	\$ 2,840.00			\$ 2,840.00
Shade Structure	\$ 4,471.67	\$ 270.16		\$ 4,741.83
Kindergarten Outdoor Equip	\$ 555.56		\$ 389.89	\$ 165.67
Personal Dictionnaires	\$ 350.00		\$ 350.00	\$ -
Food Program Slush Fund ^{1,2}	\$ 1,011.53	\$ 1,500.00	\$ 1,383.39	\$ 1,128.14
Food Task Force ⁴	\$ 370.93	\$ 2,419.29	\$ 1,323.90	\$ 1,190.39
Holiday Hampers		\$ 275.93	\$ 275.93	\$ -
Cheques		\$ 200.00	\$ 181.15	\$ 18.85
Teacher Reimbursements		\$ 4,500.00	\$ 2,360.04	\$ 2,139.96
Alli Art board and markers		\$ 350.00	\$ 318.59	\$ 31.41
Library books		\$ 600.00	\$ 99.38	\$ 500.62
Popcorn machine		\$ 847.50	\$ 847.50	\$ -
School Cash Online Fees ³			\$ 546.09	
Total	\$ 10,953.90	\$ 10,962.88	\$ 8,075.86	

1. Food subsidies from session 1 total \$289.85 for pizza, \$274 for hot dogs and \$523.18 for subway. Subsidies costs are \$1.55/ slice of pizza, \$1 / hot dog, \$2.83 / 4" sub, \$3.83 / 6" sub

2. Food subsidies from session 2 total \$99.44 for pizza, \$78 for hot dogs and \$118.92 for subway. Subsidies costs are \$1.13/ slice of pizza, \$1 / hot dog, \$2.83 / 4" sub, \$3.83 / 6" sub

3. School cash online fees are recorded in the expenses for food programs. The total is displayed here separately for end of year reporting to the board.

4. Food Task Force revenues also paid for holiday hampers



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Cash Available - March 3, 2020

School council bank balance		\$ 23,100.41
Ear-marked Cash		
Outdoor Feature	\$	2,840.00
Shade Structure	\$	4,741.83
Makerspace - remaining	\$	104.21
Food Prog Slush Fund	\$	1,128.14
Food Task Force	\$	1,190.39
Scientist in School 2019/20	\$	1,250.00
Staff Lunch	\$	56.58
Library Books	\$	500.62
Total allocated Funds		\$ 11,811.77
Cash Available		<u>\$ 11,288.64</u>