



Meeting Location: Virtual via Zoom  
School District: OCDSB

# JESC Meeting Minutes

Jockvale Elementary School  
Council Meeting Minutes  
02 December 2020

## In the Chair

Shannon McLaren – Chair

## Meeting Participants

Attendees	Unable to Attend
<u>Executive Members</u> Shannon McLaren – Chair Crystal Logan – Vice-Chair Cheryl Strautman – Secretary Krista MacIsaac – Treasurer Jennifer Demone – Communications Chair	<u>Executive Members</u>
<u>Parent Members</u> Elise Currie Leigh Golden	<u>Parent Members</u>
<u>School Administration</u> Robyn Darragh – Principal Loretta Dupuis – Vice Principal Brenda Feldbruegge – Office Administrator Penny Giaccone – Teacher Rep	<u>School Administration</u>
<u>Other Parents</u>	
<u>Community Members</u> Donna Blackburn – School Trustee	

Meeting called to order at 7:02pm

## Approval of Agenda

**Motion:** To accept the agenda. 1<sup>st</sup> Elise Currie, 2<sup>nd</sup> Leigh Golden. All in favour. Passed.

## Approval of Previous Minutes

**Motion:** To accept October 14, 2020 minutes with *no adjustments*. 1<sup>st</sup> Crystal Logan, 2<sup>nd</sup> Leigh Golden. All in favour. Passed.

Visit: [Jockvale Elementary School Council](#)  
Draft to be approved on January 6, 2021



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### Report from School Trustee Donna Blackburn

Donna provided a quick update from the board. Reminder that she is always open for emails or phone call questions – prefers phone.

Reports has been a particularly hard year with COVID and loss of Ms. Mary-Ellen. Is in regular contact with Principal Darragh but misses being in the school communities.

Reports that School Board is allowing families of students in virtual school to attend school council in their “home” school.

No big reviews by the School Board currently, priority is keeping students and staff safe and healthy. OCDSB launched their Equity Road Map and the School Resource Officer Program is being reviewed.

School board funding is usually on a per pupil basis, board is not getting the funding that they anticipated due to decreased enrolment. Board is reviewing how/when students transition back and forth between virtual and in person.

Krista MacIsaac inquired about PRO Grants – Donna reporting that there may be changes to the program but no firm plans to date.

### Chair's Report

OCASC Rep – Leigh Golden respectfully stepped down as OCASC rep for this year. Council understanding that OCASC is currently not requiring a membership fee. All documents are available on the website. Discussion as to whether an OCASC rep is required this year or if could be a shared responsibility among council members.

Krista reported that she attended an OCASC fundraising meeting and found it helpful, and she feels that it would be beneficial for someone to attend meetings to gain ideas from other OCASC members (has found Facebook page especially helpful). Shannon will try to send out invites to whole council.

Recruitment to School Council – Krista questioning whether council could improve on promoting the benefits of attending school council meetings. Loretta reported that even in the general parent population of the school that there is not a lot of response to group emails. Loretta wondered if a direct address to the parent community, or perhaps the use of a Google Form to track hard data would be useful for receiving information. No firm plan or decisions.



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Memorial for Ms. Mary Ellen – various ideas floated for tree planting, Buddy Bench, Rainbow Buddy Bench, something bird related. Agreement that Ms. Mary Ellen would have loved something that gets used by students outdoors. Concern expressed to consider the longevity of whatever is chosen for outdoors for it to be lasting. Robyn to poll the teachers for their input. Also question arose about the creation of a Student Award and how council could support that.

### Principal's Report

Welcome to Penny Giaccone who has stepped in as Teacher Rep.

Staffing update – Mr. Jared Scriven is an EA who has joined Team 18.

Bullying Awareness Week – had presentation from Michael the Magician who is well versed in WITS and messages about kindness.

Cubbies and Lockers – Able to use some cubbies and hooks based on guidelines. Each teacher coming up with their own system and kids are adapting.

Gym Usage – starting Dec 1, 2020 will be allowed some gym use on inclement days – guidelines being determined are in full Principal's Report (See Appendix A).

Chromebooks – thank you to School Council for generous gift.

Bus Loop and Parking – new parking configuration in response to a minor traffic accident involving an OSTA van.

District and Jockvale's Focus on Equity – focus is on anti-biased, anti-racist curriculum. There has been preliminary planning of lessons and units. More detail in Principal's Report (See Appendix A).

Question from Krista about checking in overall sense of mental health at the school with special consideration for the staff. Comment from Penny Giaccone that although it is a difficult year, everyone seems to be adapting and that the teaching team appears to be very well supported and in support of each other. Robyn reiterated same that she feels that they are doing okay as a staff.

### Teacher's Report

Penny reporting that there is no formal Lost and Found this year so a reminder to use clear labelling on all student items.

Penny reporting that the staff are working on small consistent ways to encourage equity, trying out a "this is us" multicultural greeting on the PA system engaging a variety of students.



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## Treasurer's Report

No updates to the last Treasurer Report – balance remains the same as there have been no changes.

## Food Task Force and 2020 Christmas Hampers

Shannon inquiring if needing another packing of snacks. Brenda reports that they are likely okay until after Christmas. Idea to do smaller subsets for next group.

Food Hampers - ? how many BIP kids are not in Barrhaven who would not be covered by Barrhaven Food Cupboard – Brenda and Robyn report likely 3-4 families. Not reaching out to virtual school at this time. Unsure how to allocate funds for Food Hampers – Crystal will reach out to Food Bank to determine best method of supporting families.

## Fundraising Report/Planning

Boston Pizza Night – winner of the pizza contest was a student in virtual school. Was a success, no firm numbers received yet, but agreed that it was easy to administer.

McDonalds Night – date set for Dec 15, 2020. \$3/meal for Happy Meals and Value Meals to be earned as fund raising. Krista to submit poster to the school for promotion.

Fund Script – Elise has done much research and sent around information to council members. There is concern about the legal documentation of the indemnity. Who covers when cards are lost. Proposal to table this to the New Year to have more time to review. May have better success with it as a fundraiser if/when can return to traditional selling of the gift cards.

Other fundraiser ideas – to be sent to School Council members as investigated. Crystal offered to contact some of the local businesses to see if others are promoting any appropriate fundraisers.

## Motion for Allocation of Funds

**Motion:** To allocate \$ 56.58 towards as special treat for staff as this amount was to be used for teacher luncheon in spring 2020. 1<sup>st</sup> Krista MacIsaac, 2<sup>nd</sup> Leigh Golden. All in favour. Passed.

**Motion:** To reallocate Halloween Dance funds to future social event post COVID19 restrictions. 1<sup>st</sup> Crystal Logan, 2<sup>nd</sup> Elise Currie. All in favour. Passed.

**Motion:** To allocate \$ 100 for plastic page protector sleeves for school use. 1<sup>st</sup> Leigh Golden, 2<sup>nd</sup> Krista MacIsaac. All in favour. Passed.



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**Motion:** To allocate \$ 452 (\$400 +HST) for Saidat Virtual Assemblies. 1<sup>st</sup> Crystal Logan, 2<sup>nd</sup> Krista MacIsaac. All in favour. Passed.

**Motion:** To allocate \$ 300 for laminating film rolls for school use. 1<sup>st</sup> Krista MacIsaac, 2<sup>nd</sup> Crystal Logan. All in favour. Passed.

Scientist in Schools 2020/2021 funds – to be left as is for now – currently Scientists in Schools is doing virtual programming.

Gym Equipment – plan to keep funds allocated there for now but no plans for purchase at this time.

Shannon reports that goal for this spending year is to just keep staff/students safe.

### Any Other Business

Jockvale Facebook Page – discussion that many people subscribed to the page no longer have students at Jockvale. Concern expressed about how and who is on the group related to potential confidentiality or privacy issues, or could it be a risk issue. Crystal reported that council took over administration of the Facebook page 2 years ago and that the group is not a confidential forum. Jennifer to review what's possible on the Facebook page.

### Adjournment

Motion to adjourn. 1<sup>st</sup> Crystal Logan, 2<sup>nd</sup> Leigh Golden. All in favour. Meeting adjourned at 847pm.

### Next Meeting

**Date:** January 6, 2021 at 700pm to be held virtually via Zoom call.

**Agenda:** To be set by Chair



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## Appendix A – Principal's Report

### PRINCIPAL REPORT TO SCHOOL COUNCIL

#### STAFFING UPDATE

We welcome Mr. Jared Scriven to the team. Jared is an Educational Assistant who has joined Team 18.

#### BULLYING AWARENESS AND PREVENTION WEEK

At Jockvale, we are committed to working with our students to create a safe and caring community. On Tuesday, as part of Bullying Awareness and Prevention Week, we were amazed by the magic of Michael the Magician. Michael shared the importance of being kind and treating others the way you want to be treated. He showed us a tissue and how crumpled it becomes when we mistreat it or misuse it. Just like our heart or feelings, the tissue can never return to its original state. Words and actions can have a long lasting effect. He also reminded us that we need to use our WITS to address our problems.

#### CUBBIES and LOCKERS

The District has allowed us to use cubbies, hooks and lockers if we are able to ensure adequate social distancing in our hallways. Unfortunately, we do not have enough cubbies, hooks and lockers for everyone given these parameters. To ensure that we are able to be as equitable as possible, each classroom will design a system allowing students some access (whether on a rotation basis per cohort or allowing a spot for everyone to place their wet boots to keep the classroom floors clean). While these spaces have been made available, students must continue to bring all of their personal belongings home each night to ensure that the best possible cleaning job can occur each evening.

#### GYM USAGE

Effective December 1st, the gym may be used on inclement days (rain, extreme cold or icy/slushy field or yard conditions)

- ❖ Only one class is allowed to use the gym at a time. The divider cannot be used.
- ❖ Students must sanitize their hands upon entry and upon exit. The hand sanitizer will be placed on the City's office door ledge on the left. Hands must be sanitized in the hall as any droplets on the floor cannot be cleaned properly and can cause a slipping hazard.
- ❖ Only the right door will be used for entry into the gym. (a sign has been posted)
- ❖ Only the left door will be used for exiting the gym. (a sign has been posted)
- ❖ Students in grades 4-6 must wear their mask in the gym at all times. We encourage staff to open the gym doors to the outdoors for good airflow and an opportunity for students to go outside to remove their mask or catch their breath.
- ❖ Students must use their designated washrooms when in the gym.
- ❖ Staff will be allowed to select equipment from a predetermined set of equipment for the week. The equipment must be sanitized and returned for the following week. It is the teacher's responsibility to ensure it has been cleaned properly.



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### CHROMEBOOKS

On November 9th, ten Chromebooks were purchased from the School Council Wishlist/allocated funds. They should arrive in time for the start of 2021.

Thank you to the School Council for this generous gift.

### BUS LOOP and PARKING

- ❖ After a minor traffic accident involving one of the vans, OSTA has provided a new parking configuration that allows the vans to park in the bus loop
- ❖ School staff and admin are working to test the viability of the procedures and to ensure the safety of all involved in dismissal

### DISTRICT FOCUS ON EQUITY- JOCKVALE'S FOCUS ON EQUITY

- ❖ As you are aware, learning, well-being and equity are the core of our work. The OCDSB's current strategic plan is focused on building a culture that supports and engages students, staff and community. To do this, we need to build a workplace/culture that is safe, caring and respectful for all. We need to ensure all of our students are seen within the curriculum, resources and learning experiences. We have been asked to examine our own biases and to carefully examine any biases that may exist in our schools. We have been asked to intentionally see and hear all of our students, review our practices to ensure that we have indeed created an inclusive space for all members of the Jockvale community.
- ❖ Staff are team planning a lesson or unit that intentionally incorporates and addresses issues of social justice, equity, inclusivity, and diversity
- ❖ Grade teams will co-plan using a variety of resources, conduct a formative assessment, have the option of co-teaching the lesson, conduct a summative assessment, and reflect on the process and outcomes of the lesson/unit
- ❖ This begins a cycle of professional inquiry that will be used to further develop professional pedagogy, meaningful classroom activities, and the support of having a positive and inclusive school culture
- ❖ In January, we will take a closer look at the District's **Indigenous, Equity and Human Rights Roadmap** and dig deeper into this work.