



Meeting Location: Virtual via Zoom
School District: OCDSB

JESC Meeting Minutes

Jockvale Elementary School
Council Meeting Minutes
22 Sept 2021

In the Chair

Shannon McLaren – Chair

Meeting Participants

Attendees	Unable to Attend
<u>Executive Members</u> Shannon McLaren – Chair Jennifer Demone – Communications Chair Crystal Logan – Vice-Chair Krista MacIsaac – Treasurer Cheryl Strautman – Secretary <u>Parent Members</u> Elise Currie Sarah Allen Kate Evans Jennifer Stacey Brianna Quarrell <u>School Administration</u> Robyn Darragh – Principal Loretta Dupuis – Vice Principal Brenda Feldbruegge – Office Administrator Penny Giaccone – Teacher Rep	

Meeting called to order at 7:02pm
Welcome and Land Acknowledgement

Approval of Agenda

Motion: To accept the agenda. 1st Elise Currie, 2nd Krista MacIsaac. All in favour. Passed.

Approval of Previous Minutes

Motion: To approve the minutes. 1st Krista MacIsaac, 2nd Crystal Logan. All in favour. Passed.



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Chair's Report

Shannon reviewed Annual Report (see Appendix A).

Discussed priorities from last year included continuing the Fight Hidden Hunger program and supporting the school for items and programming to make things easier through a COVID year. Fundraising was minimal.

Shannon gave a thank you to council and invited comments on the Annual Report.

Shannon informed council that a decision was made prior to meeting to allocate \$100 for setting up kit for 4th kindergarten class.

Continued with introductions.

Principal's Report

see Appendix B for full Principal's Report.

Robyn thanked council and parents for support through start of school year.

Robyn reported on class size numbers (listed in Principal's Report).

New information that there is a request by a student for a Service Dog to be used. The application is in process and information form will be sent home to parents as well as an email to parents.

Although formal reporting of daily COVID screening will be ending, it is still expected that parents complete screener daily – just do not need to submit.

Orange Shirt Day – Day for Truth and Reconciliation – plans are in place for various activities, teachers will be planning age-appropriate activities and conversations in each class. There will be a ribbon tying ceremony, collaborative art, and an assembly presented by Q Mack.

FPIES – there is a new family to the school with some severe food allergies. The students with the syndrome are particularly reactive to popcorn. Jockvale has become a Popcorn Free school. The family has stated that if popcorn will be sold at movie night, they will opt out. Council discussed that if events can be held, then can discuss an alternative to popcorn in order to be inclusive to all.

Question from Crystal around return of loaned out technology from last year. Loretta reported that most Chromebooks were returned to the school. Some needed to be culled as they were



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discontinued. Question whether students continuing in OCV this year have access to a different pool of tech – this is the case. Loretta will share info about Chromebook numbers once they are finalized.

Teacher's Report

Penny has volunteered to be the teacher rep again this year.

She reported that students have started the year already knowing the routines. Need to do some work on co-operative play, skills that were missed last year.

Council inquired if the students have access to equipment during recess and if there is any equipment needed. Report from Penny and Robyn that teachers are responsible for their own bag of outdoor eqt and then the sanitization of it when it comes back inside. This means that different classes have different access to equipment depending on the routine of the teacher.

It is anticipated that likely to continue at least into October that parents will not be allowed into building.

Treasurer's Report

See attached Appendix C for full Treasurer's Report.

The attached report reflects deposits since last report. Opening Balance was \$22 578.45 – see notes on report. Closing Balance was \$15 824.32 which matches the balance listed on the report (and in account).

Cash available is \$3183.98 as the remaining amount from Closing Balance has been allocated to other items.

Krista will adjust report to reflect that Scientist in School will be updated to be listed as a future event for 2021/2022.

Brenda reported that she has not yet opened the School Cash Online option for Food Task Force. She can do this as per direction from Council when needed.

Election of New Council

Motion: To commence meeting of new council and complete elections. 1st Crystal Logan, 2nd Cheryl Strautman. All in favour. Passed.



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Presentation of Positions on Council by previous Council members – Chair, Vice-Chair, Secretary, Treasurer, OCASC Rep, Fundraising Committee Chair, Communication Chair and Volunteer Coordinator.

Nominations and volunteering for positions:

Chair – Crystal Logan nominated **Shannon MacLaren** – acclaimed to position.

Vice-Chair – Shannon MacLaren nominated **Crystal Logan** – acclaimed to position.

Secretary – **Sarah Allen** volunteered – acclaimed to position.

Treasurer – **Krista MacIsaac** volunteered – unanimous vote for Krista MacIsaac

OCASC Rep – no volunteer – discussion that this could be a rotating position

Fundraising Chair – no volunteer – this position may not be needed this year if fundraising is minimal again – can revisit as year goes on.

Communications Chair – Krista MacIsaac nominated Jennifer Demone, and Jennifer Stacey also volunteered. **Jennifer Stacey** acclaimed as Jennifer Demone chose to step down from position.

Volunteer Coordinator – **Jennifer Demone** volunteered for this position if it is required this year.

Parent Members at Large – all other parent members present agreed to sit on Council as Members at Large.

Call to order of 2021-2022 new council meeting at 812pm.

Discussion of Priorities for 2021/2022

Setting of meeting dates: 1st Wednesday of the month

October 6, 2021 – 1 hr meeting

November 3, 2021

December 1, 2021

January 5, 2022

February 2, 2022

March 2, 2022

April 6, 2022

May 4, 2022

June 1, 2022

Would like to engage parents more this year, return to a sense of community.

Fundraising priorities – need to be declared to school board by end of October 2021. Council can start to think about options for fundraising. Will want to discuss that fundraising priorities to go towards Food Task Force and Chromebook replacement for school.

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Suggestions for McDonalds Night Fundraiser (can occur on a Mon/Tues/Wed evening) – Krista to explore getting a date for the week after Thanksgiving.

Different businesses have come up with COVID friendly fundraisers – any ideas would be great.

Suggestion of a Dance-a-thon – students doing the dancing in class. Suggestion of the seed fundraiser – Shannon will take this one. Suggestion of Panago fundraiser. Can also discuss FundScript again.

Food Task Force

Funds were allocated last year so some were used to replenish snack kits.

Brenda will inform Council when more are needed.

Fundraising Report/Planning

See above under Priorities discussion – this will be discussed in more detail at next meeting.

Motion for Allocation of Funds

No new allocations of funds at this meeting. Will review any need to reallocate at next meeting.

Any Other Business

Robyn applied for something called the Nook and it was approved – it includes a new bench for the school yard.

Charitable Status of Council – this still needs to be dissolved – Shannon to work on this with Crystal and Krista.

Adjournment

Motion to adjourn. 1st Elise Currie, 2nd Sarah Allen. All in favour. Meeting adjourned at 841pm.

Next Meeting

Date: October 6, 2021 at 700pm to be held virtually

Agenda: To be set by Chair



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Appendix A – Chair Annual Report

Annual Report for the 2020/2021 School Year

School Council Members:

Chair:	Shannon McLaren
Vice Chair:	Crystal Logan
Treasurer:	Krista MacIsaac
Secretary:	Cheryl Strautman
Fundraising Chair:	Vacant
OCASC Representative:	Vacant
Volunteer Coordinator:	Vacant
Communications Officer:	Jennifer Demone
Members at Large:	Leigh Golden Elise Currie

Meeting Dates (all virtual):

October 14 - AGM, December 2, January 6, April 7, May 5, June 2

First meeting of 2020/21: Wednesday, September 22, 2021. All are welcome to attend!

Dear Parents and Jockvale Community,

Welcome back! We hope that you had a safe and enjoyable summer, given everything going on in the world! Last school year was a challenging one for JESC given the pandemic and number of weeks that were spent in virtual school mode. Despite this, our council should be proud of our accomplishments given the difficulty in fundraising, and look forward to what we can do to continue to support our school in this new way of doing things, as we continue in pandemic mode into 2021/2022.

The role of school council is to enrich the student educational experience, to enhance accountability of the education system to parents, and to serve an advisory role to the school administration. During the 2020/21 school year, we advised the administration on the following topics:

- Fight Hidden Hunger: This program was launched in the 2018/2019 school year and has been successful at providing students with snacks throughout the day in a way that is designed to eliminate stigma. While initially provided as a snack bowl of fruit, with supplementary food available from the school office, we had to rethink this to minimize mixing of cohorts, touching of open food, and how to address keeping healthy food in the class that was non-perishable. In 2020/2021 the school council provide snack bags consisting of a nutigrain bar and a squeeze apple sauce to provide snacks to any hungry student.
- Fundraising priorities: Early in the school year, the council agreed to focus on two key things: anything that would help with the current pandemic school reality (e.g. painting of lines in the school yard) and keeping the snack backs available in the classrooms.
- Communication: Council worked closely with administration to ensure an effective communication strategy - beginning with helping to provide input into the instructions out to parents at the start of the year. Information is shared through emails from the school, our Facebook page and Group, as well as some newsletters throughout the year.

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Fundraising:

The 2020/2021 year was a lean year for fundraising due to the pandemic: we wanted to keep fundraising to low-touch options, and agreed we did not want to run any programs when school was in virtual mode. Additionally, we were constrained as we could not run food programs, or events, which are typically the two largest sources of revenue for the council. Despite this, we ran:

- McDonald's Night
- Boston Pizza Night
- Open Donation to the Fight Hidden Hunger Task Force throughout the year over School Cash online.

For a full report on fundraising activities, please see appendix A (Financial Report).

These and other fundraisers allowed us to fund:

- Snack Bags in every classroom
- Holiday hampers for families in need
- Painting and marking of the school field to assist in cohorting
- Increasing available lamination supplies for the school, to allow easy-wiping in alignment with cleansing guidelines
- Virtual assemblies for anti-bullying
- T-Shirts and a virtual Escape Room for Year End Graduation celebrations for outgoing Grade 6 students

Financial Information:

Opening balance of all reconciled bank accounts, investments and cash on hand on August 1, 2020	\$22,578.45
The amount raised by school council during the year August 1, 2020 and July 31, 2021	\$ 2,699.84
The amount spent by school council during the year August 1, 2020 and July 31, 2021	\$ 9,453.97
Closing balance of all reconciled bank accounts, investments and cash on hand on July 31, 2021	\$15,824.32

A full financial report for the year is included in Appendix A.

We would like to take the time to extend our sincere gratitude to everyone who came together to make the most of the 2020/2021 school year. It was a very different year, yet the council was able to help improve the quality of day-to-day life through the few things we were able to fund. We'd like to thank everyone who helped us this year and recognize the outstanding commitment of all council members, administration, school staff, and everyone who contributed financially to our fundraising efforts. We wish the best of luck to all of the candidates in the 2021/2022 JESC elections at our AGM. Issues that we anticipate to be relevant for the incoming council include:

- The ongoing role of council in this "new normal". Pandemic rules and guidelines will continue to limit or eliminate that many activities that we would normally do throughout the school year. The new council will need to be creative in everything they do and should consider the following priorities:
 - New fundraising initiatives that limit contact.
 - Building community when we all have to be apart.

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- Maintaining the snack program.
- Larger items such as the Shade Structure will likely need to be delayed until things get back to normal.

Sincerely,
Shannon McLaren
Chair
September 22, 2021

Appendix B – Principal's Report

REPORT TO SCHOOL COUNCIL- SEPTEMBER 2021

Good evening and thank you for joining us this evening.

The Jockvale staff representatives on School Council are

- Penny Giaccone, representing teaching staff
- Brenda Feldbruegge, Office Administrator, representing our non teaching staff
- Loretta Dupuis, Vice-Principal and
- myself, Robyn Darragh, Principal.

While our start-up has certainly been very busy and challenging with daily screening tools and bus cancellations, we are impressed with the resiliency of our students, the support of our parent community and the dedication of our staff. As a school team, we are most grateful that we are back to school with our Jaguars.

We would like to thank Shannon and Crystal for reviewing our Return to School Plan for parents and providing us with feedback to improve our communication as we prepared for re-entry.

We would like to thank Council for the donation of individual snack packages. They are once again a hit. Our students are greatly benefiting from the additional food as they readjust to the regular school day.

We would also like to thank Shannon for the donation of school supplies. This kind gesture goes a long way in starting the year off on the right foot for some of our students.

This year, we have 378 students attending in-person brick and mortar school at Jockvale and 21 students attending virtual school

Our school is organized as follows:



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Class	Number of Students
KINDER	
KJSA	25
KJSB	26
KJSC	25
KJSC	23
EFI	
EF1A	20
EF12A	18
EF2A	18
EF23A	19
EF3A	18
EF4A	25
EF5A	25
EF6A	18
REGULAR	
R12A	20
R23A	23
R34A	23
R45A	25
R6A	23
SPECIAL EDUCATION	



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TEAM 18	6
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THE THIRD PATH- This year, Jockvale formally walks *The [Third Path](#)* - where academics and well-being are the unified pathway for our students and staff. *The Third Path* is a relationship-based approach that will play a critical role in our School Learning Plan and our school community.

There are eight conditions for achievement and well-being that support human development. The first condition outlined in *The Third Path* – Safety – is so critical when establishing a relationship-based approach to learning. The authors (Dr David Tranter, Lori Carson, Tom Boland) refer to the ‘**feeling of being safe**’ as the most basic condition that needs to be met in order for students to be able to engage in learning.

We will include snippets of our learning with our school community in our FRIDAY messages.

WELCOME BACK ASSEMBLY- Ms Dupuis and I hosted a virtual assembly on the first FRIDAY of the school year where we introduced our staff (via photograph) sans mask and reviewed COVID safe expectations. We also shared an interactive read aloud called *We Are Water Protectors* by Carole Lindstrom. It is a beautiful exploration of the values, connections and wisdom of Indigenous people as it relates to water and Mother Earth. It was inspired by the many Indigenous led movements in North America to protect water as a sacred source of and for life. This read aloud is part of our ongoing commitment to honouring the OCDSB Equity Roadmap. This fall, all of our classes will begin to create Land Acknowledgements that are meaningful to the individual classroom community. We look forward to including them as part of our land acknowledgement each morning and in upcoming communications.

ORANGE SHIRT DAY- Jockvale will be honouring the National Day for Truth and Reconciliation Day (Orange Shirt Day) on September 30th in several ways.

→ Teachers will be programming age-appropriate lessons, activities, and discussions with their classes. Please feel free to ask your child(ren)’s teacher about their program.

→ We will be installing an “Every Child Matters” flag on a flagpole in the front foyer.

→ All students will be provided with pieces of orange ribbon to tie to the front kindergarten gate and along the back fence of the yard. The intent is to visually represent the significance of Orange Shirt Day with the school community.

→ We will be creating a collaborative school-wide temporary mural for a newly cleared space in our Library. All students and staff will contribute to the mural, which will be mounted on the



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will the week of September 30th. This Library space will be the site for a rotation of collaborative art projects as we continue to engage in our school and district's equity and inclusivity work.

→ Students and staff will participate in [The Virtual Orange Shirt Assembly](#) hosted by *Canada's only First Nation NBA All-Star Entertainer*, Q-MACK, on September 30th.

MEET THE STAFF- Jockvale's "Meet the Staff" gatherings will be happening virtually on September 29th, 2021. Teachers will conduct virtual tours and/or group meetings with their students' parents and guardians. Teachers will share their meeting plans and links via email and their Google Classrooms or Google Sites, and they will offer more than one meeting time to avoid conflicts when there are siblings also attending the school. The intent of the online gatherings is to introduce parents and guardians to the staff members who work with your child(ren), to become familiar with the teacher's program, and to gain greater insight into what a day in the life of your child(ren) looks like. If parents/guardians have specific questions regarding their child(ren), please contact the teacher directly via phone or email.

TERRY FOX RUN- Terry Fox represented the best that Canadians have to offer. He was an example of courage, humility, determination, and perseverance. From a young age he exemplified these attributes that made him an inspiration for not only Canada, but the entire world. Our next generation of students will be the ones to continue Terry's fight and lead this worthy cause towards his dream of a world without cancer. Jockvale students will be participating in the Terry Fox Run again this year! Each class will either walk or run during their Phys Ed classes. If they have all permission forms in, they may elect to walk the path to the park. We will also hang red ribbons in his honour. You can support this important cause by donating online on the [Jockvale Fundraising page](#)/.

ROWAN'S LAW- In 2018, the Ontario Legislature passed legislation designating the last Wednesday of each September as Rowan's Law Day. The day is dedicated to promoting awareness of strategies to prevent, identify, and manage concussions. Rowan Stringer was an OCDSB student. The OCDSB is committed to honouring her memory by ensuring that students in the District have an opportunity to learn about concussions so that they can keep themselves and others safe. Our students will learn about head injuries in Health class and we will hang blue ribbons in her honour.

POPCORN- We have three students attending Jockvale with severe allergies to popcorn. Therefore, Jockvale is now a popcorn free zone. Parents have stated that if movie nights resume, they will forego attending so that Council may sell popcorn in the evenings.

FROM THE LIBRARY- The Adopt a School program has got off to a great start. Indigo Barrhaven is raising money on our behalf and in the first week nearly \$1000 has been raised.

The first week of the used book drive resulted in a large box of gently used books being



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donated to us as well. Below is a picture of Sue Matthews and Michelle Brander with the donated books. The book drive will continue for two more Sunday afternoons.

This Saturday will be a Characters for a Cause day where Indigo's staff will be dressed as their favourite character with lots of fun activities (including a silent auction) taking place in the store. Thanks to the parent and staff volunteers who have agreed to help with the book drives.

Also pictured are some of the top picks from Jockvale students which were greatly enjoyed by children shopping in the store.

The Bookmobile program will begin this week. Ms Matthews will be visiting classes to distribute books to keep our students reading while the library is closed due to COVID restrictions.





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Appendix C – Treasurer’s Report

JESC 2020/21 Financial Report September 1, 2020 to August 31, 2021

Summary of Financial Activity

Date	Description	Withdrawals	Deposits	Balance
2020-09-01	Opening Balance			\$ 22,578.45
	Expenses for Food Task Force ¹	\$ 1,440.03		
	Expenses for items purchased for Jockvale	\$ 8,013.94		
	Total Expenditure	\$ 9,453.97		
	Food Task Force Donations ²		\$ 625.65	
	Fundraisers		\$ 1,360.00	
	Miscellaneous		\$ 714.19	
	Total Revenue		\$ 2,699.84	
2021-09-19	Closing Balance ³			\$ 15,824.32

1. Food Task Force expenses for the start of the 2021/22 School year have been included in this report

2. Food Task Force Donations are collected through School Cash Online and incur a 3% processing fee. This fee was \$19.35 for 2020/21. The fee is paid directly so the revenue reflects the donation minus the fee

3. There is an additional \$150 in Loblaws gift cards to be used for the classroom food bowls

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Account: BUSINESS - CHEQUING - 733 \$15,824.32

Current Balance
\$15,824.32

Available Balance ⓘ
\$15,824.32

Balance Date: Sep 22, 2021

View: All Transactions 30 days | 60 days | 90 days | 120 days

+ Search by Month (up to 18 months)

Month: Sep Year: 2021

From: Sep 1 2020 To: Sep 22 2021 Search

Date ↑	Transaction Description ⓘ	Withdrawals ⓘ	Deposits ⓘ	Balance
Sep 21, 2021	View Cheque CHQ #02407-0142084433	396.75		\$15,824.32



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Balance Shown on bank statement	\$ 15,824.32
Add:	
Deduct cheques not yet cashed:	
Adjusted Bank Statement Balance	\$ 15,824.32

Balance shown in school council records	\$ 15,824.32
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Profit Report - September 1, 2020 - August 31, 2021

		Expense		Revenue		Profit
Food Task Force						
Food Task Force	\$	1,440.03	\$	625.65	-\$	814.38
Sub-Total	\$	1,440.03	\$	625.65	-\$	814.38
Events / Fundraisers						
McDonald's	\$	-	\$	1,164.00	\$	1,164.00
Boston Pizza Night	\$	-	\$	196.00	\$	196.00
Sub-Total	\$	-	\$	1,360.00	\$	1,360.00
Miscellaneous						
Adjustment from 2019/20	\$	-	\$	204.64	\$	204.64
PIC Annual Grant			\$	500.00	\$	500.00
Interest	\$	-	\$	9.55	\$	9.55
Sub-Total	\$	-	\$	714.19	\$	714.19
Total	\$	1,440.03	\$	2,699.84	\$	1,259.81



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Expense Report - September 1, 2020 to August 31, 2021

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

Item	Funds Allocated in Prior Years and Not Spent	Funds Allocated 2020/21	Expense	Remainder
Makerspace	\$ 104.21			\$ 104.21
Scientist in School ¹	\$ 1,250.00			\$ 1,250.00
Outdoor Features	\$ 2,840.00		\$ 868.16	\$ 1,971.84
Shade Structure	\$ 4,741.83			\$ 4,741.83
Food Program Slush Fund	\$ 1,128.14			\$ 1,128.14
Food Task Force ³	\$ 1,258.70	\$ 625.65	\$ 1,440.03	\$ 444.32
Holiday Hampers		\$ 500.00	\$ 500.00	\$ -
School Supplies		\$ 658.26	\$ 658.26	\$ -
Saidat Virtual Assembly		\$ 452.00	\$ 452.00	\$ -
Grad T-shirts & Escape Room		\$ 776.88	\$ 776.88	\$ -
Post-Covid Social Event ²	\$ 1,000.00			\$ 1,000.00
Gym Equipment	\$ 2,000.00			\$ 2,000.00
Chromebooks	\$ 4,500.00		\$ 4,500.00	\$ -
Library Books	\$ 198.89		\$ 202.06	\$ -
Staff Appreciation	\$ 56.58		\$ 56.58	\$ -
Total	\$ 19,078.35	\$ 3,012.79	\$ 9,453.97	

1. Scientist in school funds for 2019/20 were re-allocated to the 2021/22 school year

2. Funds reallocated from Halloween dance planned for 2020

3. Food task force allocated funds are the donations made specifically to this project.



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Cash Available - September 19, 2021

School council bank balance	\$ 15,824.32
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Ear-marked Cash

Outdoor Feature	\$ 1,000.00
Yard - Paint lines for cohort zones	\$ 971.84
Shade Structure	\$ 4,741.83
Makerspace	\$ 104.21
Food Prog Slush Fund	\$ 1,128.14
Food Task Force	\$ 444.32
Scientist in School 2020/21	\$ 1,250.00
Post Covid Social Event	\$ 1,000.00
Gym equipment	\$ 2,000.00

Total allocated Funds	\$ 12,640.34
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Cash Available	<u>\$ 3,183.98</u>
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* There is an additional \$150 in gift cards for the food task force