



# JESC Meeting Minutes

Meeting Location: Jockvale Library  
School District: OCDSB

Jockvale Elementary School  
Council Meeting Minutes  
January 18, 2023

## In the Chair

Crystal Logan

## Meeting Participants

Attendees	Unable to Attend
<u>Executive Members</u> Crystal Logan – Chair Kate Evans – Treasurer	<u>Executive Members</u> Shannon McLaren – Vice-Chair
<u>Parent Members</u> Cheryl Strautman Krista MacIsaac Caitlyn Prevost Elise Currie Brianna Quarrell (on virtual)	<u>Parent Members</u> Maria Farman
<u>School Administration</u> Loretta Dupuis – Principal Karl Herbert – Vice Principal	<u>School Administration</u> Brenda Feldbruegge – Office Administrator Penny Giaccone – Teacher Rep
<u>Other Parents</u>	
<u>Community Members</u> Donna Blackburn for part of meeting	

- Meeting called to order at 6:05pm



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## Approval of Agenda

**Motion:** To accept the agenda with changes to the start/end times 1<sup>st</sup> Caitlyn Prevost, 2<sup>nd</sup> Kate Evans. All in favour. Passed.

## Approval of Previous Minutes

**Motion:** To accept the November minutes as provided – 1<sup>st</sup> Kate Evans, 2<sup>nd</sup> Caitlyn Prevost.

To accept the October 2022 minutes as provided – 1<sup>st</sup> Elise Gagnon, 2<sup>nd</sup> Cheryl Strautman.

All in favour. Passed.

## Chair's Report

Happy to be meeting in person again.

Thank you to Winter Clothing Drive to Shannon and Cheryl. Thank you to Krista and Shannon "Holy Bananas" for the Craft Night – amazing turnout with over 100 registered. Awesome and amazing to see the school community come out. Well done to organizers. Thank you for rolling with it.

Thank you to Kate Evans for the Equator coffee fundraiser. Thank you to Brianne Quarrell for the tea fundraiser. Thank you to Caitlyn Prevost for the Tru Earth fundraiser. Thank you to Kate Evans for the Flip Give fundraiser.

Formally congratulating Loretta Dupuis to be officially given the Principal position at Jockvale.

## Principal's Report

See Appendix A.

February Frenzy – after Family Day weekend before March Break - Will be Feb 27-Mar 3, 2023. Will bring back some ideas from previous frenzies – will do scavenger hunt, school wide Bingo, came up with some ideas to try to tie in the Council ideas with this week and tie it in with a Family Night in the gym. For school activities – Spirit Days, Scavenger Hunt, ? Bake Sale, in school presenters, BINGO at school and potentially in evening. ? idea of Jockvale Creates, ? curling in the gym, Omnikin sport event. To be discussed more later in meeting.



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Forest of Reading – Ms. Matthews has already purchased the books and will be running it. Once students participate then they get to vote on their favorites which is a nationwide vote as well.

Kindergarten Information Session – 6-7pm – for new registrants – slide deck from school board with most of teaching team at that event. At the info night specific to Jockvale last spring had over 150 people so will be planning for that as well. There are already registrations coming in.

Scholastic Book Fair – first in person one in a few years. Will be in library and Ms. Matthews to run it. February 13<sup>th</sup> week.

Staffing update – still interviewing for Ms. Arnoldi's position. Will be offering very soon.

Designated Occasional Teacher Sarah Haq has been approved for the remainder of the year.

Swim to Survive – starting on Jan 27. Every 2 weeks secured bussing for that. The bussing fee is mostly provided through the program. There is enough room for all students in Grade 3. Forms to be sent out soon.

Technology – all Kinder classes have their iPads. There are iPads in the 2-3 class as well and can be lent out to other classes. Additional 8 iPads in the LST room for sign out. Lacking chargers. Chromebooks are still being used in Junior classes on a regular basis. One classroom is still looking for a tech tub.

Grade 5/6 Regular class is very high – school has asked for another class. If approved, then will be in a portable.

There is continuous registration at the school so there is constant influx. This is consistent across Barrhaven. Currently Jockvale is close to 450 currently.

Purchase requests – reviews of ones presented earlier this year – Ms. Matthews requesting more French non-fiction books, seems to be a lack of French non-fiction books as well as dual language books. Loretta to ask Ms. Matthews to set up library and classroom wish lists. Snowshoes request from M. Meilleur – wonderful addition to gym equipment. iPad chargers are more of a need than a want. Volleyball nets updating – approx. \$400 – school will be purchasing those very soon. Speakers for during February Frenzy – could share cost for these.

Picnic Tables were discussed in the fall – staff feeling that the yard would benefit from some more seating. Could consider cemented in picnic tables or more buddy benches.



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## Treasurer's Report

See Appendix B

Some Revenue from Craft Night \$190.61, Equator coffee \$177 profit, Brianne has a cheque for the council – approx. \$50. Other than that, not much movement on the account. Available cash that is not allocated

## Teachers Report

Penny unable to attend tonight and no update given to Principal.

## OCASC Report

Caitlyn attended November meeting – much discussion about the different committees. Discussion about potentially considering partnering parent councils. Caitlyn plans to attend again.

## Trustee's Report

Donna Blackburn wanted to recognize that last year was a difficult time for this school community. Donna reports that Robyn Darragh was one of her favorite principals. Had developed a close relationship with Robyn and was very devastated by her passing. Donna spent extra time and effort at the school during the time after her passing.

Thanks to Shannon for her leadership last year and Crystal's continued leadership this year.

Robyn had asked Donna to try to get a proper sign for the building. Donna has asked their properties person and the sign is coming but it is delayed.

Encourage everyone to work in a positive way and to know that anyone can contact Donna at any time with any questions or concerns.

At the Board meeting, Donna was elected chair of the Budget Committee. The reserves have been depleted over last few years due to various issues.

Donna is now Trustee for Barrhaven East and Barrhaven West due to changes in borders set through the City.



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Strategic Planning Consultation will be happening soon. The timing is good as there are 7 new trustees to the Board. Encouraged parents/councils to participate in the planning. Donna has been advocating for some focus on staff morale. In addition, Director of Education resigned to work in another area of Ontario. New interim Director is Michelle Giroux. There is a committee to work on selecting a new Director – will likely take approx. 6-8 months to occur.

Loretta's response to the discussion about staff morale – when discussing more EAs – considering that positions that are already half time to move them up to full time to increase capacity and will make the positions more appealing. Kate's comment that full time EA support will also help improve staff morale. Donna to take this forward and discuss implications with their Superintendent of People (HR).

Bus Driver Shortage – this is not going away. The local public boards have been advocating to help improve this situation in their provincial committees.

Krista's question about fundraising – wanting to clarify. Is there a limitation to what the parent council can fundraise/support for? Such as technology or outdoor classrooms. These items could create inequity in the school communities when demographics differ from geography to geography. It is understood that there are items that can't be used through fundraising. Donna is not certain as to the answer to the technology or outdoor classroom issue for fundraising for parent councils. Donna not certain. Loretta has followed up with someone at the board and the purchasing info suggests that parent councils can purchase technology but there is also the consideration to ongoing maintenance.

Kudos to Jockvale as she notices that they are one school that does not seem to have class closures.

## Any Other Business

Events – Movie Night – movie will be Bad Guys – planning for purchasing of supplies. Trying to keep concession prices and admission prices as close to pricing as previously. Admission cost to be \$3 with max of \$10 for a family. Elise and Crystal are planning the event. Will be reinforcing that it is a family event – kids need to be accompanied by an adult. Planning to have admission table separate from concession table. Will be using a Google Form to help predict numbers for food. Will be advertising Cash Only option.

Multi Event – March 3 – End date for February Frenzy – event night – trying some activities in the gym – very inclusive, not competitive. Caitlyn Prevost, Krista MacIsaac, Crystal Logan to chair committee to plan this event. Any other interest in planning can contact Crystal.



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Two other Gym bookings – May 12<sup>th</sup> – tentative movie night. June booking for Spring Fling.

Fundraising – Flip Give update – Kate to provide at next visit.

Upcoming Fundraisers – Purdy's Easter Campaign – should sign up soon. Last date to place an order is March 27, 2023. Last year we sold approx. \$3200 with a profit of approx. \$900. It was very easy to arrange and manage.

Upcoming Fundraisers -? potential for Let it Sow. Consider a Spring Fundraising Push.

Crystal to look at the process to reallocate the funds for the shade structure.

Discussion to confirm that next meeting will be virtual.

## Allocation of Funds

Motion to allocate \$500 for volleyball leads made by Cheryl Strautman, seconded by Krista MacIsaac. All in favour – none opposed. Passed.

Motion to allocate \$150 for iPad chargers made by Krista MacIsaac, seconded by Elise Gagnon. All in favour – none opposed. Passed.

## Adjournment

Motion to adjourn at 7:59pm by Caitlyn Prevost, seconded by Krista MacIsaac. All in favour – none opposed. Passed.

## Next Meeting

**Date:** Wednesday, February 15, 2023 Time TBD

**Agenda:** To be set by Chair

## Appendix A - Principal's Report

### Principal's Report to School Council- January 18th, 2023

Happy 2023!

Visit: [Jockvale Elementary School Council](#)  
Draft to be approved on February 15, 2023.



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## **FEBRUARY FRENZY 2023**

We've started brainstorming for our February Frenzy week (February 27th to March 3rd, 2023). We have had an activity week for staff and students for the past two years, consisting of special activities, guests, and spirit days.

This year, the week will end with a special evening hosted by JESC on March 3rd.

School activities:

- Thematic dress-up days
- Scavenger hunt
- Professional guests such as artists, scientists
- School-wide activity, like baking for a bake sale
- Bingo

March 3rd - Family Night - "Jockvale Creates..."

- Curling in the gym
- Omnikin in the gym
- Bingo
- Craft for JK to 2, and 3 to 6
- Bake Sale with coffee/hot chocolate (bring your own reusable cup for a discount)

## **FOREST OF READING 2023**

Jockvale will be participating in the [Forest of Reading](#) program to support our literacy program and academic and professional goals. The Forest of Reading is a Canadian reading program that showcases the talents of Canadian authors and the texts embrace diversity and inclusivity.

## **KINDERGARTEN INFORMATION SESSION FOR NEW STUDENTS**

Will your child be 4 years old by December 31, 2022? If so, we're ready to help your child explore and discover as they begin Kindergarten in September.



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On January 31st, 2023 at 6:00 to 7:00 pm we will be holding an in-person parent information session, where you will learn about our Kindergarten program, meet some staff members and hear some useful tips to ease your concerns and help your child prepare for their learning adventure.

Registration is now open for Kindergarten 2023. It's easy to register. Visit the OCDSB [Registration page](#) to register online anytime.

## **SCHOLASTIC BOOK FAIR**

Jockvale will be hosting its first in-person Scholastic Book Fair in three years!

Approximately 20% of all sales will be used to support our library and the purchase of new learning resources.

**FAIR START DATE: February 13th, 2023**

**FAIR END DATE: February 15th, 2023**

## **STAFFING UPDATE**

R5A teacher Jessica Arnoldi went on medical and parental leave until 2024. We advertised her position last week and are conducting interviews this week. The LTO position will be from January 2023 to June 2023.

## **SWIM TO SURVIVE**

**Swim to Survive** will begin on January 27th and continue every two weeks for a total of 3 sessions. The remaining grade 3 students in R23A and R34A will be bussed to Minto for the sessions. The program reimburses an amount up to \$170 per session, so we are left with a minimal charge that the school will be covering.

## **TECHNOLOGY UPDATE**





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All kindergarten classrooms have been outfitted with 2 ipads. We have 10 ipads being used for daily learning activities in one of our primary classes and another 8 that are able to be signed out. We do, however, need to purchase a number of chargers to replace some that are not working or have not been returned.

Chromebooks- with the influx of students over the past few months, some junior classes are looking for more. We are also looking for extra tech tubs around the school. We've had to return a number of our ACER models as they are no longer working.

## **PURCHASE REQUESTS**

Better French non-fiction books  
Dual language books in languages many of our students speak  
Snow shoes  
iPad Chargers  
Volleyball  
Special guests/Events for February Frenzy  
Picnic Tables

## **Appendix B – Treasurer's Report**



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JESC Treasurer Report - January 18, 2023  
November 14, 2022 - January 8, 2023

## General Ledger of Account Activity

Date	Description	Withdrawals	Deposits	Balance
9/1/2020	Opening Balance			\$ 13,889.52
11/4/2022	FlipGive 2021-2022		\$ 603.11	\$ 14,492.63
11/4/2022	FloorCurl - Reimbursed to Jockvale ES	\$ 665.57		\$ 13,827.06
12/2/2022	Equator Coffee Order	\$ 360.35		\$ 13,466.71
12/6/2022	Equator Coffee Via School Cash		\$ 538.20	\$ 14,004.91
12/8/2022	Craft Night Supplies	\$ 23.73		\$ 13,981.18
12/22/2022	Craft Night		\$ 190.61	\$ 14,171.79

## School Account Reconciliation

Jockvale Elementary School  
Bank of Nova Scotia  
School Funds

Detailed Category Summary - All Transactions To Date

Report #2

11/14/2022 .... 01/08/2023  
Date ... Range  
2022-2023

	\$25.07	\$190.61		\$14,017.67
Opening Balance: \$13,852.13	25.07	728.81	0.00	\$14,555.87

Balance Shown on school account statement	\$ 14,555.87
Add:	
Deduct cheques not yet cashed: Equator Coffee	\$ 360.35
Craft night	\$ 23.73
Adjusted Bank Statement Balance	\$ 14,171.79



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Balance shown in school council records	\$ 14,171.79
Add:	
Deduct:	
Adjusted school council Balance	\$ 14,171.79

## Cash Available - January 18, 2023

School council bank balance \$ 14,171.79

### Ear-marked Cash

Outdoor Feature	\$ 1,000.00
Yard - Paint lines for cohort zones	\$ 293.84
Shade Structure	\$ 4,741.83
Makerspace	\$ 104.21
Food Program Slush Fund	\$ 1,128.14
Food Task Force	\$ 1,642.70
Post Covid Social Event	\$ 1,000.00
Chromebooks	\$ 1,556.83
Movie Night	\$ 400.00
Craft Social	\$ 226.27
Movie Night - Cash Float	\$ 200.00

Total allocated Funds \$ 12,293.82

Cash Available \$ 1,877.97