

## CHELSEA ELEMENTARY SCHOOL



### Governing Board Meeting Minutes November 19th 6:30pm - 8:30 pm (via Zoom Video Conferencing)

Present: Abeeha Hassan, Dahlia Tanasoiu, Kathy Empey, Leslie Fumerton, Keri George, Andrea Gage, Lucas Brown, Amanda DeGrace, Jessica Takacs, Heather Baresford, Eric Advokaat and Jen Olson **In addition: Kathy(Guest) Ms. Stephanie (Guest)**  
**Not Present:N/A**

1. Agenda -  
Motion to approve: Eric / Second: Jessica– All in Favor
  
2. **Approval of Minutes**  
October Minutes  
- Amendments:  
- Jen was not present.  
Motion to approve: Jessica / Second: Dhalia – All in Favor

#### **Invitation of the committee member (Keri):**

We are prescribed to invite two community members to join the GB, it needs to be approved by the members collectively and community members have to accept the role.

- Andrea Reached out to a CLSC Member but she respectfully declined.

#### **School Budget – Sent via email in advance to review (Presented by Andrea):**

- September 30th adjustment to the school budget is there every year. (based on the enrolment) We started the school year with a higher enrolment but that was lower therefore its adjusted per capita
- Governing board amount Line # 51300 has dropped \$16.74 (based on enrolment)
- Maintenances on removables line # 61000 dropping \$178.90 thats the money we have to put into capital every year.
- Line 27100 allocated \$2500 for bussing and sporting events so the drop of 1059.71 was taken from that line.
- The Supervision line is -\$13000 this year we have increased our supervision therefore this will be a cost that will be used most this year due to our new ways.
- Amanda suggested if there is a possibility of any parent volunteers to get involved to lower this cost of supervision. Andrea said she will have to look into that but doubts that it will lower the cost still.
- School council Operating budget is based on the amount of per capita for each student as well as socio economic standing is also factored in.
- Amanda asked if there is any more money coming from the school board to cover all the extra cleaning and ppe.
- Andrea said no, not that we know of at this time. There was some money allocated last year due to the pandemic for last year but no mention of it this year..

#### **School Fees\***

Andrea Presented:

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- Schools are always charging less for school fees, students that are part of day care are already paying for their supervision cost but if they are not then is schools responsibility to cover the cost within the school fees.
- We are charging \$0.86 cents per student per lunch for the supervision.
- Last year our school fees of \$80 for non daycare school fees - going up \$20 is reasonable and didn't want to go above that..
- The fee structure is provided. But depending on the child daycare plan - Agenda cost, Math cost, supervision cost based on daycare and Social studies cost that would be added up to make up for the school fees for the year.
- Amanda suggested if we can go in the deficit why do we have to increase the school fee as this year is an anomaly due to the added supervision.
- Amanda also pointed out that she noted in another school's minutes that they capped the increase of school fees to \$10, can we not absorb the other \$10 dollars for the covid year?
- Andrea confirmed that it's not covering a full cost and we are already absorbing the deficit.
- Eric asked why our fees are so low as compared to other schools? Do we have a percentage increase? Also have we thought of just having a covid year fee that goes away once things go back to normal? Also what does school do for families that can't afford to pay for it?
- Andres responded: Board organizes the school fees and how they would show etc, so it's not something that school can say this will be a one time charge for this year etc.
- Our fees have been consistent for the last three years, except last year added the cost for the social studies fee of \$14 (grade 3 to 6) for kindergarten you only pay a paper fee. Prior to that we had dropped the fee as we were charging more than we needed. So just like last year when we shut down that's why we have to give the parents a refund.
- If the family cannot pay a fee, it goes to the school board and they follow up with them. We close the budget at the end of the year and we don't do anything about that.
- Abeeha: I was under the impression that some schools don't have any school fees. Referring to Grand Boise and since its different school board we can't compare.
- Jen: Should be our mandate to balance the budget, and if we don't, does that fall on to your shoulders Andrea.
- Andrea: Feels comfortable increasing \$20 and not more just to balance the budget and so went ahead with it..
- Paper fee that's proposed for this year is \$20 and three years ago it was always \$31.85 so now it's down and so it did not include the rental fee of the photocopy machine so we will have to re-visit that and confirm.
- I would ask that the governing board will give me leway to go back and confirm this paper fee.
- Amanda: Want to know what is the paper fee since we are trying to go away from paper,
- Andrea: Those are all that are used by children at school for any activity they do it's printed on the paper.
- Dahlia: we have talked about this in our French, we provide our students with a lot of vocabulary sheets. So it's a resource for them and it goes in their dictionary duotang.
- Amanda: Being environment friendly if we have the same workbooks why is our fee higher on paper fee.
- Kathy: We try to be paperless but unfortunately it's impossible as its resources for our students. As in math they need to practice more than just on their workbook.
- Keri: I agree the paper fee does look high especially with all the virtual classes etc.
- Andrea: When we went virtual last year we ended up printing learning materials for some students.
- We went ahead with the \$20 paper fee
- Motion to approve the budget as is if there is an adjustment needed to the paper fee it will be done via email.

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- Amanda: Does that mean after the paperfee adjustment the school fee will go up \$31? Compared to other schools in the board I am a bit concerned why we are going up. Should we put the pressure on the government to add to the budgets or do we just keep increasing every year?
- Eric: I expect the fees to increase every year so I don't expect Andrea to peck on other schools budgets. In order to move forward we need to provide Andra to move forward with.
- Eric motion to approve, Dahlia second the motion, In favor: Jessica, Leslie, Jen, Kathy, Heather, Lucas and all opposed: Amanda and Abeeha - Motion was passed.

### **Use of Grants and Critical Projects (Andrea):**

#### **Highlights:**

- Pascal will join us to do a building update,
- List was provided for the grants:
  - o Inspirational schools - \$15458 - Exposing students to diverse activities.
  - o Vibrant animated safe school - \$5595 - Enhancing the outdoor play space and equipment.
  - o Nutrition - Purchase of food or beverage in accordance to healthy start.
  - o Supporting parents - \$1786 - Support parents accompanying their child at school for workshops etc.
  - o Classroom Literature - \$240 - 20 Readers
  - o Cultural outings - \$10638 - Goal of increasing outings with the goal of increasing culture. At this time we are in the Red zone so we asked if we could use that for virtual field trips and the answer was no.
  - o Spiritual Animation Grant - \$3760.31 - The implementation of community and humanitarian programs.
  - o Library - \$4275 - Re-invest in school library. It's a shared grant so the school has to pay for the 34% of the cost.
  - o Technology PD for Teachers - \$ 1623.45 - to release teachers so they can go for training or training costs.
  - o Anti bullying and violence prevention - \$1855.42 - Implementing interventions for Anti bullying violence prevention within the school.

### **Buildings Sanitization and Ventilation**

- Pascal update on building sanitation and procedures:
  - o Memo was sent in the beginning of august to all Principles. Ventilator has been changed to the one that refreshes the air within the classroom 6X in one hour but the best thing to do is open the window. So it is suggested to open the window during breaktime to exchange the air within the classroom.
  - o We ensure there is a caretaker during the day and one during the night
  - o Added responsibilities for these caretakers, they are disinfecting each room every night by a device that's electrostatic and it kills the virus within 10mins.
  - o Product we use in the device is GLDI 501.

### **Anti-Bullying Violence Prevention**

- We have discussed the broad spectrum but we will be meeting again to discuss plans and will bring it back to the governing board.

### **Anti-Bullying and Violence Prevention Plan 2019-2020 Report**

- Stephanie Presented: (Report provided on the website)
- We didn't get all the results due to the school closure last year but over all we improved.

## **CHELSEA ELEMENTARY SCHOOL**

- This year we have great members in the committee: Mrs Kelly Butler (Grade 3) Sharron Walsh (Parent), Andrew(Custodian)
- Requesting if any other parents would like to join the committee.
- We have an agenda for increasing awareness of online security. We will be making resources available to teachers and parents.
- Motion to approve the Plan: Eric and Second By: Kathy and All in favor.

### **Educational Project and Fundraising Wish List**

#### **Update by Andrea:**

- No real update as we are more focused on day to day due to the situation they year.

### **COVID-19**

#### **Library Protocol and Home Readers**

- They are given two buckets to be quarantined for 7 days before they go to the next group.

#### **Staggered Entry/Exit (Bell Times)**

- Bell times have stayed the same. Government has mandated all the entries are staggered so this year we have more time for transition. First class comes in at 8:05 and last class goes in at 8:15
- We run the opposite sequence for the end of the day.

### **New PD Days (Nov. 30, Dec. 11, and Jan. 15)**

#### **Covered in Principle Report**

#### **Use of Technology in Classrooms**

##### **Presented by Leslie:**

- We had a robotics budget that came in and we had to spend it fairly quickly. So we looked at what we already had and then topped up to that. So our ratio now is 1 robot towards 2 kids bought some blue bots they were geared more towards Cycle 1, and Spearow robots that were geared towards Cycle 2 and 3.
- We're also looking at a computer cart that would be available to teachers, it will be signed out on Monday morning and returned on Thursday. Then quarantined for 4 days. So kids can get familiar with Teams and Office 365.

### **Reports**

- **Principle Report**
  - o The three new PD Days. **New PD Days (Nov. 30, Dec. 11, and Jan. 15)**
  - o The big challenge right now is staffing and staff mental health, I have completed the Principles/Managers workshop on mental health.
  - o Have done training how to support staff during this stressful time.
  - o We have started the year really strong but now its November and its harder as its darker and colder. Report time and we usually hear from parents more at this time.
  - o We have lost two fulltime staff because they are pregnant. It is really hard to replace them at this time. And both those staff members were also the staff assistant and were providing admin assistance. Ms. Goulay has stepped up to support with that now.
  - o Our day time custodian has left so we have welcomed Mr. Andrew.
  - o Student activities - Mr. E came for Cycle 2 for the orientation.
  - o Continued with our Chelsea stars,
  - o We also have our essential drive for charity December hamper.
  - o Reporting will be done tomorrow so it has been pretty busy.
- **Teachers Reports**

## **CHELSEA ELEMENTARY SCHOOL**

### **Cycle 1 – Presented by Andrea as Sandrine is no longer available.**

#### **Ms. Johanne & Mme Sandrine - Kindergarten**

- Learning about the falls and all the changes
- they have studied the life cycle of Pumpkins
- Learning about Canadian animals
- Hibernation, migration and adaptation.

#### **Mrs. Koroluk, Lauren Armstrong, Cindy Resendes - Grade 1 and 2**

- Exploring the solar system
- 2d and 3 d shapes
- Math practicing situational problems
- Human body - focus on circulatory system
- 2 digit #'s
- Finished published piece of writing in grade 2
- Decompose #'s into Hundred, Tens and ones.
- We have been working on number writing, the number concept between/before/after, counting and comparing quantities and non-numerical patterns.

### **Cycle 2 – Presented by Lucas Brown**

#### Math –

- We continue to work on practicing multiplication facts and basic math fluency with fun games.
- We did a real life situational problem/ Word problems
- Grade 5 concepts in line with progression of learning - grade 4 progression being altered slightly to stay with grade 5s.

#### ELA –

- students persuasive writing re Halloween was published in the local paper
- we have been working on establishing setting in narrative writing
- spelling tests and power words practice.
- playing with sentence structures
- varying word choice
- Read aloud - Fish in a Tree (celebrating different styles of learning and recognizing unique gifts)

#### Social Studies –

- forms and function of governments.
- climate and natural regions of Quebec, we played a fun jeopardy game in honour of Alek Trebek
- Remembrance Day
- Vimy Ridge
- Cree code Talkers

### **Cycle 3 – Presented by Kathy**

- Cycle 3 is happy to welcome Kim Carlton to the team!
- Grade 5 - working on responses through the novel The Tiger Rising.
- Continuing to be our Secret Friend and to give each other positive messages.
- Also focusing on attributing our positive characteristics through our art.

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- Fractions are our current unit of study, and we will be doing individual situational problems soon.
- Safety is our primary concern during this pandemic, but academics are going well.

### **FSL – Presented by Dahlia:**

#### Kindergarten

- En maternelle, les élèves sont maintenant à l'aise avec la routine du matin et le calendrier en français (fait en groupe). Nous commençons le thème des vêtements.
- Nous avons terminé le thème du Jour du Souvenir. Les enfants ont eu beaucoup de plaisir à confectionner leur coquelicot.
- Mme Sandrine est en retrait préventif. Ms. Gage cherche activement un enseignant remplaçant stable pour assurer une stabilité au sein de la classe.

#### Cycle 1

##### Cycle 1.1

- -finished up Halloween Drama activity with puppets
- -Theme on Numbers (Poem, recognizing numbers without counting, etc)
- -Song about family, talking about family members in French
- -Comment ca va? (explaining reasons using parce que...)

##### Cycle 1.2

- -finished up presenting "L'Halloween des jumeaux"
- -started French calendar routine (students doing calendar independently)
- -Message Français: students read French message introducing sight words and French sounds
- -starting in depth study of French vowels, syllables, and high frequency words
- -introducing Litteratout (French online resource to be accessed from home for students to explore French literacy)

#### Cycle 2

##### In French:

- • Les syllabes
- • Les voyelles (a-i-o in gr 2) all (gr 3)
- • Le son on (gr 3)
- • Journal writing
- • Associate words/texts to pictures
- • Write texts to describe pictures
- • Power words

##### Science

- • L'automne
- • La classification des animaux
- Visual arts:
- • Découpage et collage
- • Watercolor
- • Painting still life
- • african masks
- • Personal design of a clown face
- • Fall trees

##### Drama:

- • Movement

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- Le jeu physique
- Unit on Clowns
- Thèmes: Automne , Halloween, les saisons
- Toutes les activités sont reliées aux thèmes!
- Textes de lecture, un petit journal (écrit), de la grammaire reliée au thème de l'Halloween. Les verbes au présent avoir, être et le premier groupe. Petits messages simples au présent, jeux. Lecture hebdomadaire pour pratiquer des sons spécifiques, la compréhension et la lecture à voix haute. Petites présentations orales des projets suivants ; de l'animal parfait, le ma chambre, de l, l'hiver et d'un petit poème sur un masque. Vocabulaire des thèmes.

### Cycle 3

#### Cycle 3.1

- As part of SAE on arctic and ecosystems theme, students have learned new vocabulary and applied it in an oral interaction evaluation.
- Students have completed several reading comprehension texts and one oral comprehension text. We will be exploring reading comprehension strategies to deduce meaning of new words from surrounding text, finding information, and identifying the main idea.
- Our next writing piece will be an opinion text using “marqueurs de relations” (such as premièrement, deuxièmement et finalement) to organize their ideas.
- Science
- Scientific illustration, climate graph analysis, and identifying issues facing arctic ecosystems.
- Drama
- Started the play “Comment y aller ?” using the outdoor learning center.

#### Cycle 3.2

##### FSL, Science, Drama and Physical Education

##### In French,

- · As part of our FSL reading program, grade 6 students are continuing to work on reading comprehension strategies.
- · Most students have completed several readings from fiction and non-fiction texts and are more at ease with creating a written “résumé” of what they have read.
- · Students have been working on a “Situation d'apprentissage et d'évaluation” (SAE) related to our theme called “Les dragons, c'est créatures fascinantes”.
- · Working on creating interrogative sentences. La phrase négative a été travaillé aussi.
- · We have reviewed verbs in the “future proche” and have begun teaching the components that make up “l'imparfait”. A model has been presented to students to have ongoing learning of verbs.
- · “L'ennemi will be read soon to grade 6 students. They will have to write a message in a bottle to respond to the main character (the soldier) in this powerful book.

##### In Science

- · Theme: Ecosystems. Continuing to learn about different types of ecosystems and their living and non-living components.
- · Looking at the role of “les consommateurs” et “producteurs”.
- · “Les biomes” have been also introduced.

In Drama, Introduced the play called “La cigale et la fourmi” from Lafontaine. Read the script several times and reviewed vocabulary and expressions from this much lengthier play. I.e. Many narrators are needed.

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- In Physical Education, we are almost finished soccer and started football passes, throws and drills. Most students now know the difference between “un exercise” et un “étirement”. In stretching we spoke of “un étirement statique” et “un étirement dynamique”.

### **Daycare – Presented by Heather**

Daycare is doing well holding on at 51 students only down two from September #. There are new PD days so I can't offer it to other students that are not on the regular daycare list as we are low on staff. We are doing the best to keep the students busy everyday while making sure they are socially distant.

### **Home and School Association Update:**

They have provided a written update, they have approximately \$10000 spent during the school year in alignment of the school wish list. They have a current commitment of approximately \$3000 to the butterfly program, Teacher appreciation week, Food pay it forward program they allocate money to and the graduation. The delta will go to supporting classroom wish list. Some things they have initiated from the last school governing board meeting is one the additional green bin program that was provided to each class to move books from each class room. Another was the raffles were very successful and that event was entirely donated by a parent therefore it was of no cost. They may have another raffle in the spring. November 7 was the yard cleanup with about 30 volunteers. Last event that's running currently is the virtual scholastic book fair that ends tomorrow.

**Next meeting: Next Meeting January 14, 2021 at 6:30 via TEAMS**

### **Motion to adjourn the meeting:**

Motion by: Amanda / Second by Abeeha – All in favor

Present: Abeeha Hassan, Dahlia Tanasoiu, Leslie Fumerton Kathy Empey, Keri George, Andrea Gage, Lucas Brown, Amanda DeGrace, Jessica Takacs, Heather Baresford, Eric Advokaat, Jen Olson.