

CHELSEA ELEMENTARY SCHOOL



Governing Board Meeting Minutes October 14th 6:30pm - 8:30 pm (via Zoom Video Conferencing)

Present: Abeeha Hassan, Dahlia Tanasoiu, Devon Gable, Leslie Fumerton, Sandrine Bedard, Keri George, Andrea Gage, Lucas Brown, Amanda DeGrace, Jessica Takacs, Heather Baresford, Eric Advokaat and Jen Olson **In addition: Tracy Mui (H&S)**

Not Present: Jen Olson

1. Agenda changes? Add the Day Care Budget (Needs to be adopted by the Committee)
Motion to approve: Devon Gable / Second: Sandrine Bedard – All in Favor

2. Approval of Minutes

June Minutes

- Amendments:

- Unsure of the wording of the Education plan – States that the goals were achieved for the Robotics and Technology can we be specific to goals were achieved for the year.
- Change in the French goals were not achieved to say – “for the year they were not achieved” and highlight that the education plan is available to view on our website.
- Spelling of the name Isabel (pg 2)
- Cycle 3 was pass or not pass (pg.5) change to All student was pass or not pass.

Motion to approve: Dahlia / Second: Jessica Takacs – All in Favor

September Minutes

Motion to approve: Devon/ Second: Leslie – All in favor.

Principle Report (Andrea):

Highlight:

- School has maintained a healthy space in the school for the students and staff. Parents have been accommodating, understanding and appreciative towards the school and staff.
- Shared a slide show to show the inside of the school and how things are moving along with all precautions intact.

Governing Board Functions and Powers (Keri)

High level overview of what is expected by the governing board. Outlined some rules and regulations, materials attached and sent to the GB members to review and understand on their own time.

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 member has to accept the role.

- Discussed the purpose of them being part of the committee and who we could reach out to for this year.

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

- Operating budget is based on the amount of per capita for each student as well as socio economic standing is also factored in.
- When parents pay school fees those impact the highlighted budget lines. (Agenda, supervision fee, workbooks, photocopying and printing cost etc.)
- We usually approve school fees in spring last year. We see a deficit right now on this section as we have not done that as of yet due to the Covid situation and we are a bit behind (waiting on finances to working through various schools) Everything is behind due to the Pandemic.

Amanda asked: Who decides to ask parents to pay for these school fees. If school fees are a part of a government and or board specific? Why is it is not included in the school taxes?

Andrea explained that it is coming from the school board but will have to ask to confirm others within Quebec.

- Postage and deliver we have over spent due to so much mailing last year and it wasn't ready to be sent until after July 1st and so unfortunately this budget was used this year.

Eric asked: The operating budgets is \$28000

Andrea explained that yes but the grants make up for any thing else as we get grants during the school year.

- Line 12000 Primary Education is an error on the budget and Andrea is talking to Finance to get this corrected – It should be 0.
- Grants Received so far:
 - o Supporting students at risk or students with special needs – It all goes towards staff salaries.
 - o Nutrition grant for \$3284 – Its new and usually when we get a grant, we get a document that states how we are supposed to use it etc. But I have yet to receive those documents and hopefully by our next meeting we can get more information.
 - o Supporting Parents – Parents workshop Grant - \$1786 it goes directly towards providing parents with an opportunity for education to support their child's education. Last year we did the internet safety workshop.
 - o Seuil Minimal De Service - \$99,541.07 This is Salary for a resource teacher or a technician - Supports student learning in the classroom
 - o Vibrant Animated Safe School - \$595 Not sure what this is for yet. It might be a new name Anti bullying violence prevention grant but we are going to have to wait and see.
 - o Classroom Literature - \$240 each year, 10 books for \$100 so we get 22 readers.
 - o Cultural Outings - \$10638 – this is a grant to cultural areas within Quebec and its specific locations from that are listed and this year we may not be able to use this due to the Pandemic. But will investigate any virtual offering from these specific locations.
 - o Inspirational schools - \$15458 for projects, activities and outings that stimulates student interests and talents.
- Motion to adopt the School Budget: Dahlia and Second Devon – All in favor.

Education Project – (Overview)

- Sent the material to pre-read, it's a working document. It's a 5 year plan set by some parents and some staff together. (Plan can be found on the Chelsea Elementary website)

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Fundraising Events

- Terry Fox fundraiser and we raised \$3140 for the Terry Fox foundation. Thank you Dahlia and the team, for organizing that for us.

Emergency preparedness Plan (Andrea)

- Circulated in advance, they are reviewed with staff and students. They are updated and all the contact details are outlined.

Amanda: If a supply comes in are they expected to read through these?

Andrea: Yes they are supposed to read through it and they have to sign off that they have to read through it.

Motion to approve the Emergency preparedness plan: Devon Second Sandrine – All in Favor

Code of Conduct (Andrea)

- It was share prior to this meeting, It is also found in the student Agenda and it is approved in the spring by the governing board.

Covid-19

- **Communications Plan – Devon Presented it.**
 - o Circulated before the meeting
 - o Covid Emergency binders are with Margeret, Devon and Andrea
- **Provincial Alert Levels (Implication) -Andrea presented it.**
 - o It is outlined on the link that was sent out within my recent emails.
 - o Changes were updated 1metre vs 2 metres, staff has to wear masks and eye protection.
 - o We are not giving our facility for rental.
 - o Rentals usually covers a lot of the extras but this year it will be a deficit.
- **Re-Confinement Plan - Andrea presented**
 - o Already the school year is a challenge
 - o So we have to be prepared to shut down if we have to and should be able to go online within 48 hours.
 - o We have to make sure all students have access to the internet and equipment should we have to go in confinement.
 - o We are in good shape if had to shut down.

Reports

- **Home and School (Tracy Mui)**
 - o Normally we would come to discuss the plans on events for the school year and this year most of them will be done virtually.
 - o Currently we have a raffle on the go with is advertised on our Facebook page.
 - o Another event we plan to do virtually is the Scholastic Book Fair and all proceeds are going to go to the teachers for their classroom books.

Jessica Questioned: If they have looked into virtual book reading or walk around the classroom to pick the scholastic books. Or other events that could be more face to face events.

Tracy: Yes we can look into that.

Dahlia: Suggested Story time with authors for three weeks that the event runs virtually.

- **Teachers Reports**
Cycle 1 – Presented by Sandrine

Ms. Johanne & Mme Sandrine - Kindergarten

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Routines, routines & routines!

Finishing the Terry Fox community project (wood)

ELA: learning the sounds of the letters O, T, W

Math: learning patterns, increasing order, numbers 1-10

French: French greetings, words related to themes, Halloween song (Mme Sandrine's class)

Themes: Fall, Harvest, Thanksgiving, Halloween

Mrs. Koroluk - Grade 1

ELA: Grade 1 has been working on the themes fall and leaves, words related to fall and sentence writing in journal books.

We will be starting the themes of bats and pumpkins next week.

Math: we have been working on number writing, the number concept between/before/after, counting and comparing quantities and non-numerical patterns.

Lauren Armstrong - Grade 2

Math: Finished numerical and non-numerical patterns which involved lots of practice skip counting by 2,5,10. We are working on cardinal points and locating an object in space and in a plane. After the PD days grade 2 will move to measurement.

Language: grade 2 finished a unit on leaves changing color. We also learned about how apples grow. Students found lots of similarities between the new vocabulary learned in both topics which helped consolidate learning.

Cindy Resendes - Grade 2

Math: Finished numerical and non-numerical patterns which involved lots of practice skip counting by 2,5,10. We are working on cardinal points and locating an object in space and in a plane. After the PD days, grade 2 will move to measurement.

ELA: Completed units on Trees and Spiders and are now moving into the Skeletal System

Cycle 2 – Presented by Lucas Brown

Math – Diagnostic assessment

On-going assessment

Mental math problems/application problems

Use of numbers workbooks

Math games

Patterns, addition/subtraction – multiplication fact review.

Take home math IXL

ELA – Sound prints, power words, word work and dictation

Narrative and response writing – graphic organizers

Terry Fox and orange shirt day theme was used in ELA and sending letters

Instead of take home readers we are using digital library Sora/Tumble books

Art-

Using similar themes we use vehicle to teach and practice elements of design like shading, texture, form and space.

Social Studies – Integrated collective evidence, written work and workbooks called waypoint.

FSL- Science and Drama

Ecosystem, Vocal, Reading oral expression and writing.

Phys ED – Skills development and discussions around being active.

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Cycle 3 – Presented by Devon

Grade 5 Re-enforcing protocols of social distancing.

ELA working on nonfiction text on residential schools providing opportunity to respond to text and comparing their lives to ours.

Math- Wrapping up 1 unit, place value, # science, measuring angles etc.

Grade – 6 – ELA figuring language - Nonfiction text to residential schools providing

Math – continuation from grade 5 Place value, prime factors, number sense, exponents.

FSL – Presented by Dahlia:

- Very collaborative and motivated FSL team this year.
- Isabelle Gagnon and Manon Roux joined the team this year.
- We are brainstorming ways to enhance student experience with more French (morning announcements, French culture challenges, etc.)
- Starting in-class (push-in) resource for French class to support learners.
- All cycles initially were assessing students and working from where students are at to move them to grade level

Cycle 1

- Fall theme
- "Comment ça va?" and "Je me présente" conversational French with AIMS gestures and Drama play.
- Introduction to French reading and writing in Grade 2

Cycle 2

- Fall and Halloween theme
- "Connaissance" - get to know you conversational French
- Written and oral projects on themes.
- Learning decoding strategies with French phonetic groupings
- Science: Les adaptation des animaux

Cycle 3

- Theme: Ecosystems
- Learning about different types of ecosystems and their living and non-living components (l'herbe, une roche, un animal, le climat, la temperature, etc.)
- Working on theme vocabulary to produce written descriptions
- Working on reading comprehension strategies and completed several reading comprehension assessments
- Working on creating and proofreading short texts and have completed several written pieces (Terry Fox, taches d'écriture, etc.)
- Currently, working on a situations d'apprentissage et d'évaluation (SAE) related to our theme called S.O.S. Ours polaire in Grade 5 and Le vélo c'est écolo in Grade 6.
- We have reviewed basic verbs (Etre and Avoir)
- In Drama, we are reviewing concepts in Improvisation such as concertation.
- In Science, we are looking at the characteristics of all ecosystems and what data is used to distinguish ecosystems (precipitation, temperature, climate, etc.)

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Daycare – Presented by Heather

Daycare is different this year, in August we had anticipated registration of 73 students based on the forms that we sent out and the survey we sent out and now we are at 52 students registered as compared to last year we had 128

We are running three groups:

- Kinder Gardten, grade 1 group
- Grade 2 and 3 and students for 3 – 4 Class
- And a group of grade 4 – 6

We don't have not so much room in the groups if someone else needed to join daycare.

- DayCare Budget – circulated ahead of time and was detailed within the meeting:
 - o Regular Daycare fees.
 - o PD – Day Fees
 - o Grants from the government. (\$59000)

Motion to adopt the Budget by: Devon, Second by : Amanda – All in favor.

November GB Meeting Dates(Proposed)

November 19; January 14; March 18; April 15; May 13; June 10

Motion to approve the dates by : Devon, Second by Amanda – All in Favor

Next meeting: November 19th Thursday at 6:30pm

Motion to adjourn the meeting:

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

Present: Abeeha Hassan, Dahlia Tanasoiu, Devon Gable, Leslie Fumerton, Sandrine Bedard, Keri George, Andrea Gage, Lucas Brown, Amanda DeGrace, Jessica Takacs, Heather Baresford, Eric Advokaat. **In addition: Tracy Mui (H&S)**