

Island Lake Parent Council Meeting
Tuesday, October 6, 2020
7:00 PM - Online Meeting

In Attendance: Tania Rooney, Brain Rooney, Jacee Alphonso, Anna-Michelle Smith, Charmaine Spiteri, Ian Murphy, Jennifer Smith, Katrina Bishop, Tanja Schenkel, Sean Singh, Shan Robertson, Tara McLean, Jen Rothfuchs, Adrienne Aitken, Tanis Noll, Melissa White, Tanya White, Melissa Williamson, Sarah Laughton, Tracey Gear

Welcome: Tania welcomed everyone and then gave everyone the opportunity to introduce themselves and share what grade their children are in.

Land Acknowledgement: Sean did the land acknowledgement

Sean thanked all parents for participating and for being flexible and adaptable.

February Meeting Minutes: Brian motion to approved, Jacee and Charmaine Second

Treasurer's Report:

- Went through the bank reconciliation for each month from February - June (the ones we missed due to COVID)

February

- Dance a thon raised just over \$4000 in February
- Raised funds on Family Movie night from pizza and dilly bar sales (\$236)
- Expenses that came out: Scientist in the School Programs, Pizza for movie night, Edify centre presentation, lights for the Dance-a-Thon, plus meal day expenses

March

- Money for meal days had come in
- Money out: Dance-a-Thon prizes given out, funds for the jerseys council purchased were taken out and expenses for meal days that did happen were taken out

April

- Pizza and pasta day money was refunded to families
- Art supply costs for the art wall done in the school was paid out

May

- No changes occurred with any accounts

June

- Received money from PIC Fund Reimbursement
- Council finished the year with a balance of \$25, 825.64

Financial Summary for the Year

- Didn't meet a lot of our targets due to the year being cut short
- We were on pace to be ahead of projected budgets before COVID hit
- In total we raised \$18, 113.65 through the Dance-a-Thon, Movie Nights, Meal Days, Milk Program, Deck the Halls and the PIC Funding

- Council contributed funds to: Outdoor Classroom - Phase 2, Remembrance Day Wreath, Bunkie for outdoor classroom, Scientist in the School Program, Forest of Reading, Sports Jerseys, Parent Information Night, Movie Nights, etc.
- Total Expenditures - \$20, 105.34
- Started the year with \$27, 817.33 and ended with \$25,825.64
- Motion to approve the Treasurer's Report - Charmaine motion to approve, Jacee seconds

Principal's Report

Thank you all for joining us virtually. All of our Council meetings will be held in this format for this year. We have just completed two full weeks of school (excluding the staggered entry). Routines are in place and health and safety are our paramount concern.

We have been in school full time for two weeks now - we have been focussing on establishing routines and protocols to manage the restrictions around Covid-19. The most important issues that we have to manage are social distancing of students, frequent hand-washing/sanitizing and the wearing of face masks at all times when in the school building. We are following the recommendations of Public Health and the Ministry of Education. Our plans are evolving and will continue to do so as we get direction from Public Health and the Ministry.

In addition to the new protocols, teachers are busy with the job of doing diagnostic tests, updating Individual Education Plans and their normal job of actually teaching the curriculum!

Our focus for our students has been on making sure that they have a smooth transition back to school after almost 6 months away. For many the most important thing was to make them comfortable in the new environment. Much attention has been given to team building and making sure that they feel safe.

Currently we have 115 students learning remotely and 435 attending in-person. The Board will be sending out information next week about the date to move between the Remote School and the Bricks and Mortar school. A survey will be sent out to parents/guardians to record their preference and we will need to go through the Reorganization process again.

Important: Parent requests for class placement are a process that we use at Island Lake in NORMAL years. This is not a board-wide policy. It is not required for the school to ask for parent requests. This is not a normal year and we have had to reorganize twice already and will probably need to do so at least twice more this year. There is a good chance that parent requests will not be met due to the constraints we are under.

Our students are doing a fantastic job of following most of our routines. They are lining up, entering the school in a staggered manner, wearing their masks and washing hands etc. One area of concern that we have noticed is that they are not all observing the social distancing rule at recess. We are giving reminders frequently and are explaining why it is important. We ask that parents help us by reinforcing the importance of keeping your distance at all times.

Our staff are working hard to make sure our students are getting the best education that we can offer. Students are engaged in interesting and creative lessons. We thank our parents and guardians for their support and for taking the Pandemic protocols seriously. Our theme this year is "Protecting Each Other". We will revisit this throughout the year. This mindset will be part of our Character Education teaching. It is as a community that we will manage the Pandemic to keep everyone safe and it is as a community that we will teach compassion and respect for one another.

New Business:

Establish Council for 2020-2021 Year

- Role of council will look very different this year
- We will have no fundraising, meal days or events
- Three roles in council - **Parent** - this person attends meetings, shares ideas, participates in events, does not have the right to vote on school council matters; **Parent Member** - must have a child at the school, any board employee who work within the school are not qualified to be a parent member, they are elected and have the right to vote on school council decisions, must attend meetings regularly, make an effort to participate in major events and committees; **Executive Members** - consists of a Chair, Co-chair, Treasurer and Secretary, these are elected positions and they are able to participate in all votes.
- Strive to have no fewer than 5 parent members and at an odd number
- **Parent members:** Jen Rothfuchs, Katrina Bishop, Ashley Hopkins, Tania Rooney, Jenny Smith, Charmaine Spiteri, Jacee Alphonso, Tanis Knoll, Tanja Schenkel, Mel Williamson & Melissa White
- **Executive Members:**

Chair and Co-Chair - have similar responsibilities, act as spokesperson for council, provide leadership in the formation and operation of the council, chair the meetings, communicate with executive on school council matters, call meetings, complete an annual report on the activities of council, participate in information and training programs, monitor council email box, advice executive members, collaborate with sub-committees, request and approve cheques, consult with the Principal when needed, etc.

Secretary - acts in consultation with the chair and co-chair, takes minutes and distributes draft minutes to all parent members within one week of the meeting, once approved, they distribute to the principal and secretary to be added to the website, file correspondence as needed, arranges

for minutes to be done in their absence, secretary chairs meetings if the Chair and Co-chair are unable to make it, update council bulletin board, collaborate with executive, handle social media communications, etc.

Treasurer - working in consultation with chair and co-chair, guided by the boards fiscal responsibilities, prepare budget for the beginning of the school year, share revenue and cost breakdowns to council, collect, count and deposit all money made through fundraising, etc.

- **Chair Position** - Tania Rooney puts her name forward and was voted in unanimously
- **Co-Chair Position** - Jacee Alphonso put her name forward and was voted in unanimously
- **Secretary Position** - Ashley Hopkins put her name forward and was voted in unanimously
- **Treasurer** - Melissa Williamson put her name forward and was voted in unanimously
- Sean thanked the outgoing executive and welcomed the new executive

School Year Budget

- This year no fundraising will take place
- There will be no meal deals, milk program or events - as per Public Health; if restrictions from Public Health are changed, then we will make new decisions based on that directive
- Last year we voted on putting in a Pollinator Garden (meant to happen this past Spring) - at this point it is on hold due to COVID - we can hopefully resume this when we are able to have assemblies, children interacting, visitors being allowed in the building, etc.
- Other Programs such as Scientist in the School, Family Transition Place, etc. can not occur at this point this year either however we do have funds available if we are able to implement these things later in the year
- The Bunkie is on hold until the board approves that being installed
- We will not be putting a Council Yearly Plan together yet at this point - waiting to see what Public Health Measures continue to be put in place

Jerseys

- Council voted last year to purchase jerseys that could be used by the school for our sports teams as we didn't really have uniforms that students could use
- We have all sizes available for all students in every grade
- The jerseys have the Osprey Logo on them and look great!
- Unfortunately they can not be used at this point but will be available when we are able to return to sports events and activities

Other business/Questions

- Yearbooks? Will add this to our agenda for next month to talk about whether or not we can do this as a project for this year

- November 30th is the tentative date for families to opt to switch from online learning or in-person learning
- The Board's by-laws state that we must host a minimum of four council meetings a year
 - set our next meeting date for: Mid/End of November