

Elgin Street Public School Parent Council
Meeting Minutes
October 14, 2020

Attendance:

Maria Barret-Morris	Robert Dallimer (<i>Treasurer</i>)	Lucy Pai
Natasha Beaudin	Pankaj Dobhal	Jenn Phillips
Brigid Berry (<i>Teacher Observer</i>)	Lorna Evans (<i>Teacher Observer</i>)	Jerry Ritt
Stephanie Brooks (<i>Secretary</i>)	Malaka Hendela (<i>OCASC Rep</i>)	Matt Vinelli (<i>Tech Chair</i>)
Anne Cole	Adam Lecuyer	Pina Vito
Mark Cruise (<i>Principal</i>)	Natalie Lyle (<i>Chair</i>)	Kylie Wilcocks (<i>Teacher Rep</i>)

1. Welcome & Introductions

- First meeting of the year – welcome!
- New format – virtual meeting, Google Meets platform
- We have quorum to vote at tonight’s meeting

2. Review and Approval of Agenda

- No concerns or additions
- **Agenda approved by consensus (previous Council)**

3. Approval of Minutes (March)

- Minutes were reviewed by the chair
- Action Items from previous year are considered ended, new action items will be added for this year’s Council on a moving-forward basis
- **Minutes approved by consensus (previous Council)**

4. Treasurer’s Report (see attached)

- Treasurer’s report from last meeting (March 2020) was approved over the summer via e-mail by previous council
- End of Year Financial Report summary presented
 - **Approved by consensus (previous Council)**
- Financial Report presented and reviewed (July 2020 – October 2020)
 - Goal is to maintain at least a \$10 000.00 year end balance
 - After last meeting (once pandemic had started) Council approved (*via email - by consensus*) spending of up to \$200 per family to cover pandemic needs
 - Mark reached out to families and managed this on an as-needed basis
 - **Financial Report approved by consensus (previous Council)**

5. Election of Council for 2020-2021 school year (*denotes required position):

- Constitution outlines a maximum of 14 Council members
- An election did not need to be held, as we did not have more than 14 people stand for Council membership

Members of new council:

- Malaka Hendela
- Jenn Phillips
- Maria Barret-Morris
- Natasha Beaudin
- Robert Dallimer (treasurer)
- Natalie Lyle
- Pina Vito
- Anne Cole
- Matt Vinelli
- Stephanie Brooks
- Pankaj Dobhal
- Despina Dmitrios (*in absentia – Natalie to confirm*)

Election of executive:

- ***Chair**
Natalie Lyle – acclaimed as chair by consensus (new Council)
 - Motion to suspend the requirement from the constitution requiring the chair serve for a maximum of 3 years – motion passed by consensus
 - Council noted that if anyone comes forward during the 20/21 school year as interested in chair, they will be instated in this role at that time
- ***Secretary**
Stephanie Brooks – acclaimed as secretary by consensus (new Council)
- ***Treasurer**
Robert Dallimer – acclaimed as treasurer by consensus (new Council)
- ***Volunteering and Fundraising Chair**
Jennifer Phillips – acclaimed as Volunteer and Fundraising Chair by consensus (new Council)
 - A formal V&F committee was formed
– Anne Cole volunteered as the sole member (so far) of this committee
- ***OCASC Rep**
Malaka Hendela – acclaimed as OCASC Chair by consensus (new Council)
- **Tech Chair**
Pankaj Dobhal – acclaimed as Tech chair by consensus (new Council)
- **Community Reps**
 - No Community Reps are present at this meeting
 - Natalie to contact previous Reps to see if they are interested again this year
(ACTION ITEM)
 - Mark to explore whether White Cross Pharmacy might be interested in sitting on Council as a Community Rep. (ACTION ITEM)
- Council voted (**unanimous**) to create a new Executive Council position (Executive Co-Signer)
 - Pina was acclaimed to this position in order to remain as a co-signer on the financial account for this year (thank you Pina!)

6. Principal's Report

Thank you to the educators, who have been working very hard to ensure a safe and positive school environment.

- Overview of school numbers
 - 260 total students (approx.)
 - 51 students in Ottawa-Carleton Virtual School (OCVS) (approx.)

- Classroom breakdown:

Kindergarten A	26
Kindergarten B	26
Kindergarten C	23
Grade 1	18
Grade 1	16
Grade 1	18

Grade 2	20
Grade 2/3	19
Grade 3/4	22
Grade 4	23
Grade 4/5	23
Grade 5/6	28

- So far this year we have had:
 - A virtual assembly
 - 2 virtual Orange Shirt day readings
 - Terry Fox Kick off virtual assembly
 - Terry Fox Run-Oct 8 and 9 [over \$1000 raised]
 - 1 Staggered Fire drill
 - another 1 is scheduled for this week
- **Donations from White Cross Pharmacy**
 - \$2000.00 (installment 4 of a \$10 000.00 commitment)
 - 2 masks were donated for each student
- Upcoming events:
 - Hallowe'en - costume parade planned for outside on October 30th

7. Date and time for meetings

- Scheduling the meetings
 - 7:00-9:00pm time slot seems to work well
 - Council preferred meetings on Tuesday (this has historically been the day of meetings)
 - Meetings will be on the second Tuesday of the month
 - Meetings will be virtual for the foreseeable future – platform = Google Meets
- Discussed accessibility issues for virtual meetings (**ACTION ITEM**)

8. Parent Concerns/Items for Discussion

a) Use of loss of recess as a disciplinary tool in the current pandemic context

- need to keep it in balance
- Mark noted that we don't want to remove a successful disciplinary tool from teachers
- Malaka noted that kids have so little opportunity to be active in the current situation, need to make sure that this tool is reserved for serious situations
- Mark agreed and indicated this would be brought forward for discussion with the staff

b) Allocation of Funds for the School

- Mark indicated the biggest need is for technology
 - There are basically 2 complete (1:1) class sets of ChromeBooks (grade 4/5, grade 5/6)
 - Another complete class set is very close (Grade 4) – only a few needed
 - There is another entire class set needed (grade 3/4)
 - Primary grades (kindergarten – grade 3) do not have Chrome Books
 - There are some tablets available for these grades, but the teachers present noted these are used infrequently
- Mark suggested an allocation at the Principal's discretion, so that he can meet the needs as they arise, and is not limited to technological purchases

- Fulsome discussion about options to obtain technology at a reduced cost
- Due to time constraints, further discussion of allocation for technology resources will be continued over email (**ACTION ITEM**)
 - Approval for allocation of funds may also be done over e-mail and, if this occurs, will be documented in the next meetings' minutes
- Discussion shifted to other funds needed to support the school
 - Current balance of the School Generated Funds (SGF) account is \$6600.00, with no other additions anticipated
 - Mark indicated that an addition \$2000 for this account would be very helpful, to cover the needs as they arise

MOTION: *For an allocation of \$2000 of Council funds to the School Generated Funds account, to be used at the Principal's discretion.*

- Moved: Natalie Lyle
- Seconded: Pina Vito
- Motion carried with none opposed (10 votes – Stephanie Brooks absent at this point in the meeting)

9. OCASC Report

- Malaka indicated OCASC meets again tomorrow night
 - All are welcome to attend – contact Malak for information if needed
- Nothing of note to report at this time

Action Items – see below

**Next Meeting:
November 10, 2020
7:00-9:00pm**

Action Items:

	Item	Member Responsible	Deadline	Status
New Items				
1	Natalie to reach out to Community Reps from last year to gauge interest	Natalie	Nov 2020	
2	Mark to reach out to owners of White Cross to see if they would be interested as a Community Rep	Mark	Nov 2020	
3	Explore options to make the meeting more accessible (telephone log-in, etc.,)	Pankaj Mark	Nov 2020	
4	Mark to connect with the Board to see what the Chrome Book options are and get back to council	Mark	Nov 2020	