# Broadview PS School Council Meeting

**Minutes of October 13, 2020**

**In Attendance:**

Administration (4): Julie Derbyshire, Principal / Allison Hunter, Vice-Principal / Brad Sokalski, Vice-Principal / Suzanne Crooks, Office Administrator

Teaching Staff (5): Josee Desjardins, Intermediate Representative / Denis Lachapelle & Alina Orlea, Junior Representative / Natalie Frank, Primary Representative/ Joey Persaud, Kindergarten & Non-Teacher Educational Staff Rep.

Community Rep (1): John Preston

Chairs (2): Melissa Shaughnessy, Melanie Meeking

Parent Attendees: (20)

1. **Administration welcome and overview of this year at Broadview**
2. Welcome / Approval of Agenda

* No changes to agenda

1. Administration Overview (key facts and stats)

* **820 students in person** / 136 attending Smith Virtual School / ~50 chose alternate methods (private, home schooling, pods, some not able to attend due to illness). **86 staff** incl. admin team, office, custodial, library, Early Childhood Educators (ECEs), Educational Assistants (EAs)
* Range from **95-130 student absences daily** – all need to be tracked and reasons reported to Ministry. Absences result in ~700 students attending Broadview daily
* School follows a combination of Ottawa Public Health (OPH) and Ottawa Carleton District School Board (OCDSB) protocols – all decisions made in partnership with OPH
* **Main COVID-19 safety protocols** include: physical distancing – 1 metre with mask, 2 metres without a mask; students not required to wear masks at recess but must stay 2 m apart; mandatory masks for grades 4 and up, with masks encouraged for younger grades (high uptake of masks observed in lower grades); grade 1-3 students have desk shield; staff are expected to wear face shields or goggles if they are in more than 2 classrooms; hand sanitization and hand-washing; no talking during lunch for minimal transmission risk; daily physical activity (DPA) occurs outdoors; scheduled body breaks/stretching; windows kept open as much as possible; no equipment/balls for physical education/recess.
* **Staffing (ECEs, EAs and teachers) continues to be a struggle**. Many staff have children and need to isolate if their kids are sick. On average, between 15-17 staff out daily. OCDSB hiring proactively and dispatching Board Staff (e.g. Learning Support Services) to school.
* Student Council grade 7/8 elections coming up and working to identify spirit days
* October is gratitude month - bilingual messaging coming out on this from student sponsor class
* **Students should try to come to school prepared. Please do not drop off forgotten items for students during the day** – if you forget something, the school has snacks, water bottles, masks and other items. It is a risk for office staff every time they have to touch something from home
* **School Council requests from staff should come via Principal** in view of unique pandemic considerations
* Staff working to identify students who may need support for clothing, food, etc.
* Working toward learning about equity, diversity, and inclusion so everyone feels they have a place and can see themselves within school environment
* Halloween – waiting for district direction
* Remembrance Day – no poppies will be sold, commemoration will look different
* No Education Quality and Accountability Office (EQAO) testing this year (typically administered to students in grades 3/primary and 6/junior).
* There was one early COVID-19 Case at Broadview. If a whole class goes into isolation – virtual programming is offered to students during school hours (e.g. when Broadview had a confirmed case, students left Tuesday afternoon, Thursday the class had an initial online meeting, Friday full day of learning/received all programming)
* **Thank you for keeping your kids home when sick, following OPH guidelines, and completing COVID screening daily** (<https://secureforms.ottawapublichealth.ca/School-Health-Sante-scolaire/COVID-19-Screening-Tool-for-Students>)

1. **Introduction of returning parent representatives / Election of parent representatives**

\*Note: Many historical council functions are not viable under pandemic circumstances (e.g. special committees). Ad hoc committees can be struck later, subject to evolving circumstances.

1. Returning parent representatives + community representative

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| **ROLE** | **INCUMBENT** |
| Co-Chairs | Melissa Shaughnessy, Melanie Meeking |
| Treasurer | Krista Waugh |
| Secretary | Stacey Coburn |
| Ottawa-Carleton Assembly of School Councils (OCASC) Representative | Susana Matos  *\*\*****Looking for co-representative****\*\** |
| Yard Improvement and Greening | Vicky Marrack, Derek Byrd |
| FUNdraising | Sheena Sumarah, Maureen Silverson |
| Community Engagement | Ariel Burns, Jane Harper |
| Communications Representative | Maja Graham |
| Community Representative | John Preston |

1. Election of parent representatives

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| **ROLE** | **INCUMBENT** |
| Kindergarten | Mijin Kim |
| Primary | Kristina Bodnar |
| Junior | VACANT |
| Intermediate | VACANT |
| Grad Committee | VACANT |
| OCASC Rep | *\*\*Incumbent seeking co-representative\*\** |

**Please contact School Council Co-Chairs at** [**broadviewpcchair@gmail.com**](mailto:broadviewpcchair@gmail.com) **if you are interesting in taking on one of these roles.**

1. **Division/Teacher Updates**

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| **Teacher** | **Grade/ Division/Club** | **News** |
| Joey Persaud (speaker), Jessica Byrd & the Kinder Team | Kindergarten | We have had some special presentations for all our kindergarten students:   * We had an outdoor presentation from our School Resource Officer, Carleigh Entwistle, where our students got to learn about emergency service workers and what they do for our community. * We also had a virtual presentation from our board’s Indigenous Education Instructional Coach / Itinerant teacher, Kareena Butler, for Orange Shirt Day, and she will be returning (virtually) to read *Sometimes I Feel Like a Fox* and discuss our responsibility to be Kind and caring to Mother Earth, animals and plants (and discuss the word Indigenous). |
| Natalie Frank (speaker) | Grade 3 EFI / Primary rep | Primary Team (and same for Juniors). Discussing best practices for assessment and evaluation along the reading/learning continuum, checklist of where students are and what assessments will look like for them. How to approach reading this year given can’t be in close proximity. Benchmarks and GB Plus - takes longer and need to respect rules unique to this year. Looking at ways to communicate with families, can’t send readers home this year.  Using Google Classrooms to communicate with families – most families are online and have navigated portal - “week at a glance”, monthly overviews posts so kids can review if they are away. Assignments are there for practice to support consistency between school and home.  \*We would normally do “Scare Hunger” campaign, snowsuit fund, etc. Brainstorming how we can still do this in current context. |
| Aline Orlea | Learning Support Teacher (Junior Division) / Co-rep for Junior Division (TBC) | Working to close the gap in language arts and math. Google classroom and optional activities for each class. Happy to see kids responsive to rules and applying these. The two junior classes that transitioned to temporary online are back in school. |

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| Denis Lachapelle | Grade 4 EFI / Junior Division Rep | I set out a challenge for our Grade 4 classes this week for the Terry Fox event. Kids could get into groups of 2 or 3 and had to do a minimum of 40 laps around the track during four days of Phys. Ed. class. I am super happy to say that they surpassed all expectations and ran much more than the minimum. In total, classes ran:   * The winning class was Mr. Rose’s class with 916 laps or 229 kms, which is the equivalent of 5.5 marathons. * Combined, all three classes ran 608 750 metres or 609 kms, which is the equivalent of 14.5 marathons. |
| Denis Lachapelle | EF4A | Participating in an activity called ‘Santa4Seniors’, where students will be creating cards, decorations, ornaments, etc. for lonely seniors in the Ottawa area. We will start shortly and they will be picked up the third week of November. |
| Larisa Deme | Virtual Kindergarten | Ms. Larisa is having a hoot teaching several of our Broadview kinders online this autumn! Despite not being together in person, Ms. Larisa’s classes have become lovely communities of active learners enjoying lots of singing, dancing, and learning. The online parent support for both students and the educators has been wonderfully positive. |
| Angie Lennox-Hourd | Rideauwood sessions with the Intermediate students | Rideauwood has been an OCDSB partner for many years now, offering sessions for intermediate students on topics such as stress relief, screen time and substance issues. They will be facilitating virtual sessions this year, starting in November. The grade 7s will participate in a presentation on building healthy relationships with technology and our grade 8s will be focusing on peer pressure and substance use/abuse. |
| Matt MacKinnon | Grade 6 EF6C | We’ve been using the electricity materials to build circuit boards with a light bulb which lights up when you get the right answer. All the wires, batteries, motors, etc which have been purchased in preview years are very much appreciated! |
| Jen Mason Porter, Heather Holmes | Intermediate Student Council / Social Justice League | Homerooms are busy electing class representatives to meet in a physically distanced manner and get creative to plan some fun and safe activities and projects for the whole school. |
| Lynn Williams | Grade 3/4 and Grade 4 efi | We are learning about the different parts of our brain and what each part does. Also we are learning about why it is important to have a growth mindset and self compassion which will help you become deeper thinker. We are looking at mistakes as opportunities to learn in a new way and build perseverance. |
| Alli Hunter | Vice-Principal /All Divisions | All of our divisions participated in the annual Terry Fox event. This year it looked a little different so we could maintain physical distance. Many classes continued to run around the track and other classes participated in “What’s Your 40?” activities to honour the 40th anniversary of the event. Classes also talked about Terry Fox’s character traits and his legacy.  Thank you to our community for their generosity. We’ve raised $1725 for the Terry Fox foundation and cancer research. |
| Julie Derbyshire | Principal /All Divisions | October is:  Cyber security awareness month  Concussion awareness month  Canadian Islamic History month |

1. **Expenditure requests from the school**
2. Electronic Books (leveled e-readers)

* Library getting lots of use, but not in the traditional way. Teachers take entire bins, then quarantined for 72 hrs upon return, then back in rotation. Since books aren’t coming home, all division teaching teams are working on how to keep students reading (esp. in French)
* **Proposal:** 
  1. **Online French reading – Je lis, je lis (goes to gr 5/6)**.Students can progress to next level once teacher decides ready. Involves school licence (\*may need two). Note - 25 Early French Immersion (EFI) classes from K-6. Once licence would cover from 9-15 classes (depending on class size) = $1209,95
  2. **Raz kids for English reading**. Offers students reading at their level. Similar to French program described above. $104.95/class
  3. Looking ahead, there will be a new program coming for intermediate reading. French in particular - really important to have high interest books *at level*. Will be coming back for junior and intermediate ask, especially at French.
* **Q:** Is the Board putting anything toward this? **A:** Broadview still does not have its budget for the year, but generally not in a position to fund this sort of thing. Likely focus will be more on PPE and safety.
* **Q:** Is there sufficient tech in the class to support online reading programs? **A:** There is some tech in the class but this is primarily used as home reading program and used in one-to-one support scenarios. \*Many Chromebooks loaned out last spring and many weren’t returned/broken.

1. Physical Books on equity, diversity and inclusion

* Hoping to increase books on equity, diversity and inclusion. New series of Indigenous books have come out, as well as anti-black racism. Since books are going out to classes as a set (bins) for 20-30 days, there is a need for more books on these important topics.
* Usually we give $4000 for Library. Also, in June 2020 there was $1,780 left that was decided should go to Library books

1. Portable speaker system for outdoors

* ~$1,000. In recent years, Council purchased a sound system for the school. This included two speakers and a motherboard. Not portable. Proposed portable system supports more outdoor learning

**NOTE RE. FUNDS - \*In the context of the above-noted asks, the following is not a full budget picture, but offers a high level overview to facilitate a vote on key items.**

* Starting with $135K in bank account. $57K set aside for yard.
* Leaves about $72K for this year (already agreed to $2K for this year for York St. School)

1. **Teacher appreciation expenditure**

* Last year we offered a monthly teacher appreciation day with muffins made by parents and coffee. That arrangement doesn’t work this year.
* **Proposal: Coffee cart** set up in admin parking lot (includes coffee, tea, lattes, all the fancy drinks). Morning of October 30, starting at 8:15. External company - aware of health and safety protocols. First time would be a pilot experience to test it out. One time trial pilot - $480 taxes included.

1. **Votes on immediate expenditures**

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| a) Leveled e-readers   * Je lis, je lis ~ $2500 for * Raz Kids ~$5,000 total | b) Portable Speaker   * ~1,000 | | c) Library Funding   * $1,780 |
| d) York St. School   * $2,000 | | d) Coffee Cart Pilot   * $480 | |
| **VOTE: All items approved (no objections)** | | | |

1. **Next Steps and Questions**
2. General Discussion

* Fundraising –need for sensitivity around Broadview families’ and local businesses’ financial situations. Big community-building events are off the table. Anything that could be possible is in the online realm. Cautionary note re online auctions as local businesses (e.g. restaurants and gyms) have taken a toll. Also, the parent who usually runs this is in another province this year
* 50/50 draw – might be a possibility for a targeted fundraising event
* 2021 Book Bonanza would have been 47th. Occurs in May. Too early to cancel – will explore ways to make it possible
* New 6pm Council Meeting start time - staff meeting is Tuesdays/same day. Move to 6-8pm window allows staff to get home. Will have to gauge moving forward
* Launching new Broadview swag for teachers and students. Going through a provider used in the past. Supports students who can’t afford to buy these items, and includes new items like fanny packs. Website is launching this week. Prices are very reasonable. Items can be ordered and received before Christmas. Order through school or via website. You can label it “For Christmas”
* School pictures – trying to come up with a system through life touch. It’s about proofs coming home – looking at online options. School needs the pictures as well. Class photos not likely.
* Future discussion point: using funds raised in previous year for the next year. Transparency is key
* Yard – Principal and Yard reps to discuss outdoor learning options. Outdoor seating, like large rocks. Some schools using old stump logs. Explore options for small camp chairs
* Yard - Securities had to be cleared from when school was built – until securities were cleared/tests passed, nothing else could be added to yard
* Air filters? Broadview is a new site with good filtration. Not permitted to bring in external items (e.g. purifiers) from outside

**Meeting adjourned, 8:04 p.m. / *Next meeting: Tuesday, November 10, 2020***

\*Broadview School Council is a group of volunteers who work to complement and enrich the educational experience of Broadview students. Volunteering and attending council meetings are great ways to be informed and to shape the direction of the school for our kids.