



Castlebar Junior School

School Advisory Council (SAC) Meeting

December 2020 Meeting Minutes

Meeting Date and Time: Wednesday, December 09, 2020 | 6:30 p.m.

Meeting Location: Castlebar Junior School — via Zoom

<https://tdsb-ca.zoom.us/j/99255952075>

Next meeting: Wednesday, January 13, 2021

| Attendees | Name | Role |
|---------------|--|---|
| School reps | Colleen Bellehumeur Jennifer Delivuk | Principal Teacher (Special Ed.) |
| SAC executive | Micah M. Rodrigues George Baiden Neeti Passi Aleem Visram Zahra Khan | Co-chair (absent) Co-chair Co-chair Treasurer Secretary |
| Parent reps | Kim Barker Stacey Bowman (absent) Christina Chang Nadia Douglas Tania Goeke Gordon Greaves Lisa Greaves M. Gregg (absent) Chris Jozsa Emine Kosar Alexis Kucey Kim Law Kern Lewin (absent) Crystal MacKay (absent) Nadia Mall Dorothy Milne | Zainab Nasser Tina Lee (absent) Sarah Olinski (absent) Betsy Orłowski Jennifer Pikk (absent) Claudio Renini (absent) Hinal Sheth (absent) Cynthia Shoub (absent) Adam Shubat (absent) Calum Tsang Lindsay Young |



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1. Introduction and welcome (Neeti Passi and George Baiden)

- No new introductions for this meeting
- Council members welcomed to the meeting

2. Housekeeping (Neeti Passi and George Baiden)

- The minutes from the November 2020 SAC meeting were approved
- The agenda for the December 2020 SAC meeting was approved

3. Co-Chairs' Update (Neeti Passi and George Baiden)

- No update for this meeting

4. Principal's Report (Ms. Bellehumeur)

Covid-19 Safety Protocols

- Appreciation was given to the Castlebar JS parent/family community for steadfastly following Covid-19 school protocols, including completing the Health Entry Pass.
- Castlebar JS continues to remain vigilant about social distancing and keeping students and staff safe.
- The Health Entry Pass has changed; if a student has one symptom as indicated on the Entry Pass, parents are now required to:
 - Keep the student and siblings/other children home
 - Arrange for the student to get tested or contact health care provider
 - Without testing, the student and siblings/other children must stay home/isolate for 10 days
- The protocols are stricter, but with the increase in the number of cases the TDSB and ministry have stepped up their safety requirements. The school recognizes that the revised protocol may be inconvenient, but the school remains committed to the ongoing safety of students and staff.

Math Manipulatives



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- Appreciation given to Castlebar JS parent/family community for the generous donation of \$3000.
- The \$3000 was equally split between the classes:
 - Kindergarten team received \$1000; there are three kindergarten classes
 - The Primary/Junior division received the remaining \$2000; there are six classes in the Primary/Junior division
- Math manipulatives have been ordered by the Kindergarten and Primary/Junior teams and receipt totals will be provided to the Council once they are received.

Remembrance Day Assembly

- Remembrance Day assembly took place on November 11, 2020 and was streamed through Zoom. Altogether a successful event with minor technical issues. Special thanks to guest speaker Sub-lieutenant Kevin Vuong of the Royal Canadian Navy.
- The link to the recorded event was added to the November 13th weekly school update. If parents cannot access the link, parents can contact Ms. Bellehumeur.

Parent/Teacher Interviews

- Interviews took place in the afternoon/evening of Wednesday, November 18th, Thursday, November 19th, and the morning of Friday, November 20th.
- Parents had options of a Zoom meeting, phone call, or meeting teacher in the yard (Mr. McGinn's class).
- There was 100% participation from the parent/family community. Ms. Bellehumeur requested parents to send feedback about the interview process, including ideas for next interviews.
- The next parent/teacher interviews will take place in the afternoon/evening of Wednesday, February 11th, 2021 and Thursday, February 12th, and the morning of Friday, February 13th.

Scholastic Book Fair

- Scholastic book fair was a huge success despite being completely online.
- Appreciation to all parents who purchased books to support the school. The school sold 435 books, which is more than two books per child. Also, thanks to parents for supporting teachers' libraries.



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- Still waiting for the total monetary amount received from the book fair, but money will go to the library, including purchase of tapes to reinforce book spines and other library support.

Spirit Wear

- The sale of Spirit Wear was also a huge success; the school sold 329 items:
 - Youth t-shirts: 76 sold
 - Adult t-shirts: 25 sold
 - Ladies t-shirts: 30 sold
 - Youth hoodies: 79 sold
 - Adult hoodies: 53 sold
 - Youth caps: 51 sold
 - Adult caps: 15 sold
- The school will receive 10% from the sales and the money will be used to purchase technology.
- Appreciation to Ms. Bedwell for verifying and organizing orders.
- No further orders allowed at this time.

Holiday Event/Winter Holidays

- No holiday concert is taking place this year. An outdoor event is also not allowed according to the latest TDSB protocols.
- Mr McGinn and teachers have come up with a compromise called "Master Class". Mr. McGinn will lead the whole school in a socially distanced 15 - 20 minute movement and chant session.
- On Friday this week, the teachers will record the session and put it onto their virtual classrooms.

Spirit Week

- Next week (December 14 - 18, 2020) is Spirit Week and the school has lots of fun activities planned:
 - Monday: Twin Day (dress the same as a classmate, celebrity, or family member)
 - Tuesday: Crazy Hair or Hat Day
 - Wednesday: Spirit Colour Day (wear red, green, purple, or gold)
 - Thursday: Ugly Sweater Day
 - Friday: Pyjama Day (no stuffies or plush toys allowed)

Gift-giving Protocol



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- Although it is not expected or necessary, some families may choose to give gifts to Castlebar JS staff. TDSB has an updated gift giving protocol to allow families to do so safely:
 - Consider giving a gift card
 - Make a donation to a charitable organization
 - Consider giving a gift that can be wiped down and/or quarantined for 72 hours
- Teachers sending gift homes will be placing gifts in individual plastic bags or packages

Winter Clothing

- Parents were reminded to ensure kids are coming to school with snow pants, winter boots, hats, and mitts. For snowy/wet days, it is a good idea to send an extra pair of mitts and socks. Also, make sure all clothing items are labelled.
- School rule: Students who do not have snow pants or winter boots cannot play in the field. This rule encourages students to remember their snow pants and winter boots.

School in January

- No news with regards to the status of schools in January. The school generally receives information at the same time as the parents/public, but the school will inform parents as soon as they know.
- Parents were asked to be prepared for any situation. On December 18th, all students' belongings will be sent home with them for the break because the situation in January is unclear at this time.
- Parents were also asked to login to the virtual classroom to make sure students are properly set up. If the school pivots to remote learning, teachers may require a few days to organize and set up the virtual curriculum.
- The Ministry of Education has guidelines for virtual school:
 - 180 minutes of live interaction per day for Kindergarten
 - 225 minutes of live interaction per day for Grades 1 to 12
- Virtual school in this school year may look different from the remote learning last school year, which mostly consisted of posting video lessons, but more information to come soon.
- January 15th is a professional development (P.A.) day so school will be closed.



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- Ms. Bellehumeur wished all families a fantastic holiday and reminded families to follow current Covid-19 restrictions as school staff (who are considered front line workers) will be doing the same over the holidays.

5. Teacher's Report - (Ms. Delivuk)

- Teachers collectively expressed gratitude for ongoing support of staff and community, particularly for the math manipulatives.
- Ms. Kim is working on the STEM program at Castlebar JS and is hoping to have Castlebar students participate in the TDSB annual STEM competition. She is working with Ms. Bellehumeur and other science teachers within TDSB to see what resources will be needed to support success of students in the competition. Top groups compete in an Ontario-wide competition.
- C. Tsang asked Ms. Delivuk if the STEM program was Skills Ontario/Skills Canada or FIRST. Ms. Delivuk replied that the STEM program starts through the TDSB and then the top teams continue on to Skills Ontario. C. Tsang mentioned he would be interested in supporting the FIRST Lego program and Ms. Delivuk made a note of his suggestion.

6. Treasurer's Report (Aleem Visram)

- The total approved expenditures for the 2020/2021 school year is \$12,274.00 and includes:
 - Banking expenses - \$405.00
 - Teacher stipend (\$300/teacher) - \$3,600.00
 - Insurance (paid by Colleen/TDSB) - \$209.00
 - Lice check (not occurring this year) - \$560.00
 - Pizza Lunch (not occurring this year) \$3,000.00
 - Babysitting for Council meetings (not occurring this year) - \$500.00
 - Outdoor class equipment - \$1,000.00
 - Math manipulatives - \$3,000.00
- The current amount spent is \$4,293.02, with an approved expenditure owing amount of \$4023.98. This leaves a net amount of \$4,222.43 in the bank account.
- The gross amount (or amount sold) from the cookie dough fundraiser was \$4,199.00. The net amount was \$1,615.00.
- For the proposed budget requirements for the 2021/2022 school year, two different budgets were prepared: one of school year with Covid-19 restrictions in place and one of school year without Covid-19 restrictions.



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- With Covid-19 restrictions, the total proposed expenses will be \$3,610.00 and the income generated from fundraising (e.g., cookie dough sales) was proposed to be \$1,200.00. The proposed final balance was \$1,210.00 (with \$3,620.00 carryover from 2020/2021 school year).
- Without Covid-19 restrictions, the total proposed expenses will be \$8,170.00 and the income generated (e.g., pizza lunch, candygrams, cookie dough sales) was proposed to be \$11,056.80. The proposed final balance was \$6,506.80 (with \$3,620.00 carryover from 2020/2021 school year).
- N. Passi (co-chair) asked if there were any concerns with the projected balances for the two scenarios (Covid-19 versus no Covid-19). G. Baiden (co-chair) replied that previous events (e.g., Fall Fair) generated a good amount of funds for the school/Council so there is some thought of Castlebar JS having its own event in the future to generate more funds.
- T. Goecke asked if there was a wishlist of items that are needed by the school and staff for this year or next year so we know the target amount for which to fundraise. N. Passi replied there is a wish list available for this year and some items have been provided, such as the math manipulatives. Suggested teachers review the wishlist on an on-going basis. Ms. Bellehumeur added that the Chromebook Cart will remain on the wishlist. Also, in regards to teachers' reviews of the list, a needs assessment is done at the beginning of the school year to determine what is necessary to support teaching and learning.

7. Fundraising (Nadia Douglas, Kim Barker)

Cookie Dough Fundraiser

- The total amount sold was 323 boxes of cookie dough, which equals \$4,199.00. The profits for Castlebar JS were \$1615.00. Profits from last year's fundraiser was around \$1295.00 so there was an increase.
- Appreciation was given to all families and staff who participated and supported the fundraiser.
- Monday, December 14th will be the delivery day. A communication (e-mail) will be sent out to families with the details about picking up orders. The company (Terra Cotta Cookie Co.) will be delivering the cookie dough orders at 2 p.m. and volunteers will be required to help sort and distribute the orders. Ten volunteers will be needed for each class plus a teachers table.
- Volunteers will receive a list of orders for each class and they will pick the orders from the lot received, organize per student/teacher, and distribute at school pickup time (3:10 p.m.) and locations. Anyone interested in volunteering can also email castlebar.fundraise@gmail.com.



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- T. Goecke asked about orders for parents with kids in the YMCA program and whether the orders would be kept cool. N. Douglas said there was no equipment available to keep orders cold and recommended YMCA parents pick up orders at 5:00 p.m. the latest. YMCA parents and remote learning parents were also asked to email castlebar.fundraise@gmail.com to schedule pickup or delivery. L. Young suggested the information for YMCA and remote learning parents be added to the communication to be sent to families.
- L. Greaves provided updated information for the student prizes for the cookie dough fundraiser. Any student who placed an order was entered into a prize draw and the winning student was in Ms. Rosario's class. The entire class (12 students) will have an outdoor gingerbread hunt and decorate gingerbread cookies. The 3-lb cookie was won by Sloane Mall-Mills.
- The fundraising is starting to look at other opportunities, including Mabel's Labels as an on-going program. Sign-up/ordering is simple and 20% of funds raised will go to the school (a cheque is sent to the school council for every \$50 ordered). G. Baiden asked if a link for ordering could be provided and N. Douglas replied that a link and virtual flier will be provided once setup is complete. Ms. Delivuk suggested the setup be completed before the Kindergarten registration in February so the information/flyer can be provided in the welcome package.

8. Ad Hoc Discussion (all members)

Chartwell and Castlebar Crossing

- C. Jozsa brought up a concern about the uncontrolled crosswalk at Chartwell and Castlebar. The issue was brought to the attention of Councillor Grimes; however, not enough information has been given or action taken to date. C. Jozsa wondered if Council was willing to start a committee tasked with taking action on this issue.
- G. Baiden reached out to Councillor Grimes a month ago, and he was told that some plans were in progress to make the intersection more safe for crossing, including conducting an assessment of the traffic flow and speed of vehicles on the street. The expectation is that a safety zone will be created for Castlebar JS, including new school zone safety signs with flashing beacons, school zone pavement stencils, "Watch your Speed" driver feedback signs, and zebra markings at school crosswalks.
- C. Jozsa, G. Baiden, and Ms. Bellehumeur agreed to coordinate on this issue and continue discussions outside the council meeting. A. Visram suggested circulating a petition.



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Meeting adjourned at 7:24 p.m.

Upcoming meeting dates:

- Wednesday, January 13, 2021
- Wednesday, February 10, 2021
- Wednesday, March 10, 2021
- Wednesday, April 14, 2021
- Wednesday, May 12, 2021
- Wednesday, June 09, 2021