

**RICHVIEW COLLEGIATE INSTITUTE**  
**School Council Meeting Minutes (Virtual on Zoom)**  
**Thursday, January 20, 2022, 7:00pm**

**ATTENDEES:**

<b>RCI Staff:</b>	Lucie Kletke (Principal), Mr. Perry (Teacher)
<b>Council Members:</b>	Caroline Cho (co-chair, secretary), Maria Skinner (co-chair), Manisha Sharma (co-treasurer), Vanessa Keall-Vejar (Fundraising, PIAC Rep), Lisa Tkachuk (voting member), Marie Cook (Graduation),
<b>Others:</b>	Jack Switzer (student rep), Andrea Dovale (student rep), Tiina Eagles, Rhonda Ross, Juanita, Nadifa Farah, Jane Colonna, Ryan Van Poucke

\* **MISSING VOTING MEMBERS:** Nadia Frost (co-treasurer), Krista Vanderwal (voting member), Amy Ferguson (Voting Member)

**WELCOME**

- Approval of quorum (Motion: Caroline, 2nd: Maria)
- Approval of meeting minutes for next meeting (Caroline sent out December 16th meeting minutes for approval with Lucie's update for school council to approve via email).

**SAC UPDATE: Jack Switzer & Andrea Dovale**

- **Candygrams:** made about \$400!
- **Valentines:** Planning on doing again. Survey match again and hoping to decorate the front entrance.
- **Braeburn Toy Drive:** delivered around 60 gifts, had 20 left over which were also donated.
- **Clothing Line Contest:** Very excited about the new design. Launched and made available for purchase already.
- **Spirit Week:** Update by Lucie: SAC did a wonderful job! Really enjoyed seeing the participation. It was so well-received and lifted spirits.

**PRINCIPAL UPDATE:**

**Principal's Report: January 20, 2022**

**End of Semester 1:**

- constant pivoting between in-person and virtual, which is very difficult for our students and staff members
- grateful for our teachers for their commitment to engage students through all program delivery formats
- our students are resilient, but we have many students dealing with mental wellness issues; very challenging times
- provide a school team approach to support our students – guidance counselors, Child and Youth Worker, Social Worker, Student Success teachers, Admin
- safety protocols are of the utmost importance (masks, social distancing where possible, etc) now that we are back in the school dealing with the virus

**Extra Staff Allocation:**

- Child and Youth Worker (CYW) is now at RCI every day to support our students

- School Based Safety Monitor (SBSM) – we now have two SBSMs which is so beneficial for the safety of our school

### **Assessments & Evaluations:**

- TDSB announced that there is a mark freeze as of December 17<sup>th</sup> which has made it much more difficult to engage students to complete culminating activities. This also really impacted our teachers who are so committed to provide meaningful assessments to be completed in-person or virtually. We continue to encourage our students to complete all course requirements.
- No examinations (will work with staff to provide some type of exam prep especially for our senior students as requested by our parents). **Question (Maria):** Daughter in grade 11 and has never written an exam. How are you preparing the students to be ready to write one? **Lucie:** I do think that the study skills that the teachers are preparing the students for will be beneficial. These decisions are coming from the board so our hands are tied. Grade 12's haven't written an exam either since grade 9. **Mr. Perry:** Adding onto Ms. Kletke's comments:
  - We are in discussions and some of the ideas have been potential workshops, study tips, preparing for exams in their classrooms (as we can't do large groups).
  - This is something we can talk about with the teachers.
  - We are also considering reaching out to students who have graduated from the previous two years and asking them to speak about their experience in post-secondary.
  - Some practices will shift permanently on how we do assessments. For example, moving towards culminating projects instead of exams.
- EQAO Grade 9 Math will not take place this semester
- Credit Rescue Days – January 28<sup>th</sup>, 31<sup>st</sup> and February 1<sup>st</sup>

### **Semester 2:**

- Planning for Semester 2; central staff are completing the “hubbing” system for Sem 2. This means that schools in our Learning Network will share students virtually to minimize the hybrid class models
- At this point, it seems that we will transition to a regular semester system
- Staffing issues – shortages in all areas. Looking for two more teachers.
- School wide Black History Assembly on February 25<sup>th</sup> (Duane Gibson)
- Smaller sessions to work with students honouring Black voices (Make Ur Mark)
- Hopeful that we can resume extracurricular activities at some point soon

### **Other discussions brought up:**

- **Concerned parent:** Also wanted to mention that some students are visiting their friends in their classrooms and hanging out there during the period. **Lucie:** will send a note to staff about that.

### **STAFF REPORT: Mr. Perry**

- **Credit rescue days:** By next week, any student who is not successful will be invited in by their teacher (Dates: January 28<sup>th</sup>, 31<sup>st</sup>, February 1<sup>st</sup>). These are opportunities for students to potentially submit work that was missing, and get caught up. Though some may not reach a passing grade, they will at least get the opportunity to bump up enough then do a credit recovery course either in summer school or even sooner in night school taken during semester 2. Night school is 1 night a week starting just after family day. Suggested roughly that Friday, January 28<sup>th</sup> be for week 1, Monday, Jan 31<sup>st</sup> - week 2, and then Feb. 1<sup>st</sup> - grab bag.
- **Mark Freeze Policy:** you heard before we did or at least at the same time as we did. This comes from the board and not from us.
- **Semester 2 Structure:** Betting we'll find out just before semester two starts. Maybe you'll find out before we do.
- **Comment (Marie Cook):** That is terribly unfair to teachers and admin **Mr. Perry:** And parents and students!

- **Graduating Class:** Applications for University/college happening. OUAC deadline was Jan 13th. Ran series of virtual drop ins. Students are now about to book appts with guidance counselors online. Appointments will be available in person/google meets. College Deadline: Feb 1st. Reminders will be sent.
- **Course selection:** Coming up! Like last year, we will offer virtual sessions after school for students (and of course parents listening in the background). Dates: January 31st - Grade 9's, February 1st - Grade 10's, February 2nd - Grade 11's. All meetings will be recorded for viewing later if unable to attend the meetings. Course selection will open Feb. 3rd and run until ~ 28th. March 4th we will start planning.
- **Question (Tina):** Going back to exam preparation, are you going to look for implementing a course/session so that they can start preparing? Especially for students going to university? **Mr. Perry:** We haven't formed a solid structure on how we are going to deliver that. It's been more of an internal conversation. I don't know what that's going to look like. By end of Semester 2, we hope to be in a position where we will have more formal culminating end of course tasks and we'll work on building those skills in with teachers, peer leadership courses and previous students/graduates.

### TREASURER'S REPORT:

- **Balance:** \$808.77 including the \$103 we made from Flipgive. We will receive an additional \$716.00 from what we made from Poinsettia sales.
- **Should we change bank accounts?** Manisha benefits, interoffice benefits, two-signers (more control), school cash can go straight into the account, no monthly fees. TD - have total control, less security. Be my opinion to do it. Sure signing a cheque takes two people but really not that often. Motion: Manisha 2nd: Marie All in favour: Aye (signing authorities: Lucie, co-chairs)

### CHAIR REPORT:

- **Email Address Update:** Still can't get access to our student council tdsb email account. John Manolo said Lucie needs to provide us with TDSB login ID: (same as employee number with P00000xxxx - there are exactly nine digits after the P in the User ID) and temporary password. Have decided to stick with our current gmail address for now. Lucie to see if she can set up ONLY if there is time. This is not a priority.
- **School Statement of Needs:** Caroline to provide Lucie with a finalized draft to send to parents and Trustee Dan McLean to review the order of the statement of needs before the next meeting. We will have a vote at the next meeting to approve and submit to Superintendent Lorraine Linton for comments and approval. Need to send to the community for review and approval then voted on.
- **PRO Grant:** Caroline, Maria & Lucie to talk about dates. Maria: how many people could show up for this. Maybe open this up to other school to get more people involved. Invite other schools?
- **By-law update:** Went through "template" as provided by TDSB. Need to answer questions to compose the BY LAWS. Answered - don't have a community support worker (because not a model school). We have a child support worker. How many people on council in Sept 2022. Maria will put 15. Maria will fill out and submit the template.
- **Direct Ask Fundraiser:** Where do we want to put the ask towards? Business Department - technology, ACL of the arts. For technology only - be clear. Proposed amount \$40. No Activity fee. School will ask for students to purchase Yearbooks. It is not part of fundraising or activity fee, as in past. Caroline thinks ok to do direct ask. Vote on it for next meeting. Bring to the table for February
- \$40 Caroline, Maria: 2nd. Vanessa says we have template from last year. Will have it ready for us.

Vanessa:

- **Parent Social:** reach out to Krista to see if she wants to take this on - possibly for the Fall.

**FUNDRAISING REPORT: Vanessa Keall-Vejar** (provided by email)

- **Bradford (Poinsettias):**
  - \$716. Another cheque available and will deposit. Where do you want money to go ? We said it would go towards students.
- **PIAC:** Dec 14. Trustee update and report. Fundraising: lot of directives being directed towards “direct asks”. Itemized top 3 that come from school and parents would vote on them. Jan 18 - covid situation. Boardwide - mess, triaging best they can. how to manage and discrepancy between board and province. Lack of communication.
- \$56 FLIPGIVE account. ongoing. must reach \$100 to be cash outable. Maria; Can you regularly send out a flyer? V: once a month. TO be sent out with parent council agenda (no later than two weeks before meeting).
- What other fundraising: Vanessa: February has ideas. Fresh from the Farm. will make presentation. Flower delivery for spring.
- Table direct ask vote for February.
- **Fundraise for Grad:** ???! depends on protocols mandated by TPH and TDSB. What we will be allowed to do in June. Only booked the hall?

**MARIA:**

- **Set up meeting with Lucie**

**Lucie: End of June Hall booked (has been reschedule twice)**

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**NEXT MEETING:** Thursday, February 17, 2022 @ 7pm

**TOPIC OF DISCUSSIONS TABLED FOR NEXT MEETING:**

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**Meeting adjourned.**