

School Council's Meeting Minutes

Version 1.0

Wednesday, 18 November 2020

Location: Virtual Rooms through Google Meet

| Date | Action | Responsible |
|------------|-----------|----------------------|
| 07-11-2020 | Redaction | Nejm Eddine DOUKKALI |
| | Update | |
| | Approval | |

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Blossom Park Public School

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1. In Attendance

The Meeting started on Wednesday November 18, 2020 at 5:00 pm.

In Attendance:

- Susan Fattal as Chair
- Naoko Nakamura as Treasurer
- Nejm Eddine DOUKKALI as Secretary
- Nabi Habibi as Member-at-Large
- Caroline Theriault as the Principal
- Colin Halsall as the Vice principal
- Yewande Adelaja joined as a new member candidate
- Aila Mohamed (a parent) joined the meeting at 5:23 PM

All the participants belong to the Blossom Park Public School.

2. Opening and Welcoming

Susan started the meeting by welcoming everyone, and presented the agenda and the October minutes for approval.

Susan introduced Yewande Adelaja as a new School Council member candidate.

Yewande introduced herself as a mother of three children in Blossom Park School. She wants to be an active member to help the community, participate in different activities, and she wants to help reach school council goals.

All the members approved Yewande as a parent member at the School Council.

3. Donation

In her report, Susan confirmed that, based on the email forwarded to the parent members by the principal, it is possible to make donations to school. Cash donations of at least \$25 qualify for an official receipt. For more details, we can review the message sent by Caroline; note that the principal got the confirmation from the financial department of the OCDSB.

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Susan sent another email to OCDSB enquiring about the possibility of adding a fixed item on School Cash Online seeking donations to our School Council without specifying a fundraising activity. She has not received an answer yet.

4. Update Bank information

Susan and Naoko went to TD and got the co-signing authority transferred for this school year.

They learnt that it's possible now to request a limited- access card to be able to view the account balance online, which will make the operation run more smoothly. They will get that done next week.

5. Treasurer's Report

Naoko stated that the School Council's account balance as of the meeting date was \$ 6097.94. (An interest credit of \$ 1.43 was added).

6. COVID-19 Status

In her report, Caroline said that all the parents received email warnings about reporting two confirmed COVID-19 cases, but they were not attending Blossom Park Public School while contagious, and no suspicious case was detected in the school, so there is no impact on continuing to operate as usual. The internal safe school indicator is still green, and the OCDSB allows the school to stay open.

The principal reported that the staff are doing their best to keep the school safe.

7. In-place Schooling

Caroline mentioned that five students who in the past chose the virtual schooling approach, have now re-engaged the in-place schooling.

The five students were in good health and gained access to school without impacting the safe environment protocol imposed and deployed because of the COVID-19.

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8. Involving Parents

Caroline said that in order to get more parents informed about the process of registration in the OCDSB Parents' Portal to access the virtual report cards, the instructions have been translated to Arabic by Susan, and will be sent home with the students to make it easier for those who can't access the information in English.

Colin pointed out that information regarding parent-teacher interviews will also be translated and sent home with the students. All parent-teacher interviews will be virtual.

To keep parents up to date about the current circumstances, Blossom Park School administration is using all the tools to communicate with them as quickly as possible continuously.

The administration uses the digital mailing system, traditional mailing paper, phone calls; recall to be sure that parents are informed. Caroline explained that the digital mailing system helps the administration trigger parents that have received the email from those have not; it also helps detect the parents whom don't have e-mail address.

9. Kiss and Ride in Winter

Susan raised a question about the grassy area around the Kiss and ride space, which will be covered in snow soon, and that will make it difficult for both parents and students to access. Susan asked if the administration already thought about the situation and what is the action taken or to take.

Caroline mentioned that the school will call the City in order to get more information about the subject (the available options) and coordinate with the authorities (the responsible) to avoid any inconvenience.

10. Teacher's Needs

Susan presented the teacher's wish lists, which contained all the needs raised by the teachers that can help them do their school activities as well as possible.

Susan suggested splitting the articles into two categories: Consumables and Fixed Assets, which may include sub-categories such as extra items (optional) and important items. By doing so, it will be easier to identify and prioritize the items to purchase.

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She did a quick research and estimated the cost for the items that we can purchase for now (bubbles, sidewalk chalk, utility balls, compasses, rubber dots...) to be about \$ 260.00 as a maximum. Susan mentioned that there are some points that we need to learn more about, like which items can already be funded by the school, the logistics in place like where the items will be stored or if there are any shared items and how to use them while ensuring proper sanitization.

Naoko said that she did and will still do research to find the dealers with affordable sale prices.

Susan will research and focus on items of good quality with reasonable value for money.

Caroline pointed out that outdoor structures such as a wooden canopy will need planning and cannot be done during winter.

Susan asked if it is possible to get seats for kids outside like benches, and Caroline said yes. Caroline will see the feasibility

Nabi asked about the compasses needed by the teachers, whether they are the professional (digital or sophisticated) ones because they are very expensive. Also, they are not necessary and for what purpose?

Susan said that the compasses are needed for some activities that help students identify directions. The compasses requested are scout or camping ones that can be used by students outdoors. Susan did a quick research on Amazon, but will do more research and talk to teachers to get precise information. The requested compasses will cost around \$100- \$120.

11. Fundraising

Naoko spoke about the cookies mini-project as a fundraising idea. She said that the dealer is ready to work with us. The cookies are a home-style shortbread cookie with icing. They are well-packaged. The ingredients will not be on the packaging, but parents will be informed about them by email. They are nut-free, but the seller can't guarantee that the environment they are made in is a nut-free environment. It will be difficult for us to sell cookies with a good profit margin.

Caroline suggested looking into popcorn as a project. The Papa Jack popcorn fundraiser that was running last year by the school is not active this year. Susan will be looking for a popcorn mini-project too.

Nabi wondered why milk (packaged) is no longer acceptable inside the Blossom Park School. He also argued that milk is very important and healthy for kids, as it helps them grow and fortify. Nabi said that parents will buy Milk easily because of its benefits.

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Nejm Eddine asked if the reason of the prohibition is due to the product itself or something else like packaging or logistics to get and distribute Milk to kids inside the Blossom Park School.

Caroline said that milk is no longer offered by the Blossom Park School because of the OCDSB's decision; the reason is not identified. Caroline added that the decision is applicable to all schools under OCDSB's dome.

The principal added that students can still bring their milk.

12. Other Topics

Susan mentioned that she will be working on planning the Teachers and Staff Appreciation Day. A message will be read on behalf of the Council and all the parents in the morning announcements, cards will be distributed to all staff, an appreciation poster that includes parents' thank-you messages will be posted on the wall, and students will write their own messages to their teachers on Google Classroom.

We will also be working on March pizza refunds.

13. Next Meeting

Susan suggested the date for the next meeting to be on Wednesday December 16 at 5:00 pm. Will verify by email.

Meeting adjourned around 6:45 pm.