

Foundation Meeting Minutes - September 22, 2020 6 p.m.

Zoom Meeting **Approved**

Duclos-HE Bourgoin Support Group Foundation (Duclos Sub-committee)

Attendance:

1. Call to order: / Sign-**Jody C, JoDee C, Shala H, Melanie Eide, Wendy McInnes, Chris Keil, Lana F, Sarah Chileen, Sarah S, Lorne K**
2. Approval of June Minutes- motion to approve the minutes made by Sarah Chileen, second by Melanie and motion was carried. Current Executive
 - a. President – Chris Keil.
 - b. Vice President – Melanie Eide
 - c. Treasurer – Tara Haggerty
 - d. Secretary – Sarah Chileen
 - e. Director - Wendy McInnis
 - f. Director -Andrea Woods
 - g. Director - Sterling Jacob
 - h. Casino Chair – Erin Stefure
 - i. Raffle Chair – Caitlyn Blake
3. 2019/2020 summary and Financial Report
 - a. Fundraisers
 - i. Silent Auction- \$3530.00
 - ii. Smencils - \$437.05
 - iii. Make it Sow - \$973.00
 - iv. Love Of Art - \$3442.76
 - v. MD of Bonnyville Community Grant - \$25000.00
 - vi. Flip Give - \$357.50
 - vii. AGLC Casino - \$6935.45
 - viii. Hockey Ticket Raffle - \$1335.75
 - ix. Christmas VIP Raffle - \$773.00
 - b. Opportunities That Were Funded
 - i. Thermal Blankets - \$252.15
 - ii. Bus transportation for students to Kinosoo - \$2725.38
 - iii. Duclos Staff appreciation - \$270.50
 - iv. Playground Debt Repayment - \$25000.00, an additional \$1930.82 has been committed pending final balance verification
 - c. Duclos General balance: \$9607.70, Casino balance: \$9044.20
4. Functional Business
 - a. AGM Scheduling-**need to pick a date still**
 - i. Tentative dates, Oct 7th or 8th, requires 14 days notice

- ii.
- iii. Venue – would like it to be a physical meeting
- iv. Agenda items to include: financial statement review and acceptance, executive elections, auditor appointment.....
- b. Membership Forms-will use for upcoming year
- 5. Flip Give - continue/share code with parents
- 6. Fundraisers for start of school year-continue Love of Art, Gift Cards (wendy looking into it, more info to come at the next mtg), Cash Raffle (chris looking into it)?
How to Remind parents of-bottle depot/Mabel's Labels-Social media, newsletters (students could make a video about recycling and taking bottles to the bottle depot)
- Question:What are we fundraising for? Tech needs? Possible Music supplies? More classroom cameras/webcams. Jody will ask staff what they would like support with and to prioritize the items.
Will div support at all?
- 7. Call for Future Agenda Items-See above-teacher feedback for needs
- 8. Next Meeting-loose fundraising calendar/proposed fundraising dates
- 9. Meeting adjourned-6:44

DUCLOS School Council Meeting Agenda - September 22, 2020

Attendance:Jody Centazzo, JoDee Conrad, Shala Heffernan, Melaine Eide, Wendy McInnis, Chris Keil, Lana F, Sarah Chileen, Sarah Severn, Lorne Kaban

1. Minutes from the June meeting- Melanie motioned to accept the minutes. sarah second the motion and motion was carried.
2. What is School Council? Described by Wendy
 - a. LTA parents can join as a community member with our school but if they had specifics it would be recommended that they join Art Smith
3. Enrollment - 337 students as of Sept 22, Staffing - 24.5 (22.5 without our two LTA staff) certified staff, 18 support staff. K (62) - four rooms, Gr. 1(64)- four rooms, Gr. 2 (66) - four rooms, Gr. 3 (78) - four rooms, Gr. 4 (67) - four rooms, Full-day preschool, 1 half day preschool programs.
4. Custodial services update - day time custodian Loretta McLean. Separate crew in the evening-most of the same workers as last year.
5. Principal's Report
 - a. Bell Schedule-busing played a factor, last bus at 8:35. This caused bell times and in times to change.
 - b. Recess - how is it working. Staggered to accommodate cohorts. New wellness/break focus instead of first recess. At this time it has been a smooth

transition and has been going very well. Crowding is less and playground issues are minimal.

- c. Student and Parent Handbook -updated for 2020-21 to reflect covid considerations
Student Code of Conduct & Behavior matrix-updated and included-will be posted on website
*Eventually hope to see -volunteer sheet, downloadable forms for volunteers, etc
 - d. Fire Drills and Lockdowns - Pentacostal Church - Admin has a key. -no changes to procedures
 - e. Student/staff safety during COVID in scenario 1. -how students enter, students are greeted by admin, hand sanitizer, mask check and good mornings.
Teachers wearing masks in all common areas. Grade 4 procedures for mask and sanitizer are becoming habit, directional stickers, wall posters, travelling library, visitors need to schedule to come in, doors monitored, sign-in and sign-out log
 - f. Teacher communication - sick kids what happens during the ten days. Teachers will provide typical assignments in Google Classroom. If a parent requests more, then that is a possibility.
 - g. Google Classroom developed by teachers Sept 22. All div teachers will have one
 - h. Supports for families in need. Blessings in a backpack, Breakfast program (breakfast items will be delivered to classrooms), Local church group working with subway. All continuing this year starting October 2020
 - i. Donation from Food for Thought-Sobeys gift cards-used for supplies
 - j. Playground update - still getting the final amount owed sorted out. 25,000 received by division (Bonnie Sutherland confirmed).
 - k. Concession and milk program- in process of getting set up
6. Board Report-Good news update/ student numbers across div have been fluctuating/ staffing changes due to LTA /Summer school update-possible changes/Chromebook purchase program to families/ASA
-difference between LTA & Home schooling
- a. ASCA - how is the federal money being spent. -basic overview 1.9 million to div
Gov Can safe return to school-500,000-600,000 allocated towards staffing.
500,000 towards cleaning and PPE. Maintenance/air exchange systems...
 - b. PAT's-recommended to forgo for grades 6 & 9
 - c. AP's updated
 - d. Jan 27, Feb 3 & 4th-annual board gathering in communities
7. Volunteer sheet. - Hot lunches-packaged items/possible hot lunch committee
Jody Centazzo will talk to Nicole Garner about setting up a booking system online for volunteers to sign up for specific events/fundraisers.
8. Elections for 2020-2021-motion by Wendy for Sarah Severn to take over as chair for 20-21 school year
Sarah Severn accepted/ Motioned by all and accepted
Teacher rep-Shala Heffernan
Sarah will send out email address

9. Some school events:
 - a. September 24 - Cancer Walk - bring in loose change in a bag. "Hero's without capes"- **Bville Cancer clinic**
 - b. September 25 - IPP Day. **most meetings via Zoom or phone**
 - c. September 30 - Orange Shirt Day-**info sent out to teachers**
 - d. October 7 - Duclos Spirit Day-**continue as normal**
 - e. October 14th - Picture Day **Sanitizing procedures in place**
 - f. **Remembrance Day planning in process**
10. Topics to be considered for the next meeting to be emailed to chair **two** weeks in advance of the next meeting
11. Next meeting: **Oct. 27th 6pm-Duclos Gym with JoDee C as the Zoom Coordinator**
12. Adjournment: **8:03**