

**Duclos-HE Bourgoin Support Group Foundation (Duclos Sub-committee) Meeting Agenda
October 27, 2020 6:00 p.m.**

(At Duclos Gym with the option to join virtually) Please enter using the side doors of the gymnasium and park in the staff parking lot.

Approved Minutes

Attendance: Jody Centazzo, Jody Conrad, Shala Heffernan, Melanie Eide, Sarah Severn, Wendy McInnes, Alyssa McKibbon, Sarah Chileen (via Zoom), Wanda Carlin (via Zoom), Lorne Kaban (phone), Danica King

Call to order 6:10

1. Minutes from the September meeting-**approved by Wendy M, seconded by Sarah S**
2. Foundation AGM Held October 20 at Duclos Gym
 - a. Thanks to previous Executive
 - b. New Executive Positions
 - i. President - Melanie Eide
 - ii. Vice President - Sarah Severn
 - iii. Treasurer - Tara Haggerty
 - iv. Secretary - Sarah Chileen
 - v. Director - Sterling Jacob
 - vi. Raffle Chair -
2. Duclos HE Bourgoin SGF (Duclos Sub-committee) - financial report- **end of sept Duclos-Casino account was \$9044.20, HEB \$3215.60, Total \$12,259.79, Last amount to come out was \$25,000 for playground with 400.00 left to pay. Duclos school total at end of Sept was \$9661.45**
3. Insurance - NLPS changes insurance companies Nov 1, 2020. The Foundation insurance is part of that new policy. Bonnie Southerland to provide new insurance information to the Foundation. The new cost is not known.
4. Funding opportunities - teacher feedback- **hot-lunches were a way for teachers to be able to purchase consumables, celebration gifts, treats, art supplies over and above the norm (mothers day, xmas gifts, etc),etc for their students. Other possibilities-chromebook?**
5. Bus Driver appreciation - In the past we have done \$10 Tim Hortons Gift cards and a thank you card for all, distributed to the bus drivers after school - Ideas for options for this year? **Continue for this year?----email motion will be made by Sarah C. once we have the bus driver numbers**
6. Bottle Depot Account - Duclos Heb Support Group Foundation - No donations so far-**will resend reminder via newsletter, social media**
7. Mabel's Labels - Winter Promos - mailing labels-**will send reminder to parents via social media**

8. Flip Give - Reminder for Black Friday
9. Fundraisers
 - a. Opportunity to do Growing Smiles Fundraiser (poinsettias) **concern about pick-up in schools due to outside companies. Possibility-check with local florists to see if they can provide a fundraiser**
 - b. Hamels - Gift cards or product **15% discount**
 - c. Gift Cards - School Cash Online **-concerns in regards to school cash because a percentage comes off the top for fees and worry about the timeline for money to be distributed properly. Wendy will email Sarah C and Melanie with more info**
 - d. Fundraising calendar - Love of Art-**confirmed**, Make it Sow (online version), maybe a cash raffle-**revisit for 2021-2022, Naked Soap-will look into**

Adjourned at: **6:37p.m.**

Tabled for later meetings: **Teacher Appreciation**
Princess Emma: Foundation will look at doing something for the Humphreys family. Possible donation to Kids with Cancer

DUCLOS School Council Meeting Agenda - October 27, 2020 6 p.m.

(At Duclos Gym with the option to join virtually) Please enter using the side doors of the gymnasium and park in the staff parking lot.

Attendance: Jody Centazzo, Jody Conrad, Shala Heffernan, Melanie Eide, Sarah Severn, Wendy McInnes, Alyssa McKibbon, Sarah Chileen (via Zoom), Wanda Carlin (via Zoom), Lorne Kaban (phone)

1. Minutes from the September meeting-**Approved by Wendy M, seconded by Melanie**
2. Principal's Report
 - a. School Budget Summary-
 - i. **Increased focus on school goals: numeracy and mental health. Budget allows for the maintenance of our building, full time SST support, school councillor, sensory room supplies, SLP services, general supplies, PD for all staff, music program, PE program and supplies.**
 - ii. **2 types of school funds:School generated funds-supply fees, staff fees, funds the school generates, teacher fundraising accounts. School budget: Provincially Funded per pupil grant - \$6064. Once expenses like staffing the school and division supports for kids were taken off the top, we were left with \$410 per student to budget with at the school level. We were**

funded for 349 students, 90% goes toward staffing, 10% towards contracted services, Professional development and supplies.

- b. Promotion of school council and the foundation-student videos to promote fundraising
- c. Teacher wish list/hot lunch
- d. Highlights since last meeting
 - i. Shining star awards, Orange shirt day, Cancer walk-raised over \$1400
 - ii. SLP in our school
- e. School Plan- action plan for school improvement (aligns with the division goals).
Duclos goals: 1. Increasing numeracy skills and building number sense. Some strategies include-using number talks, purposeful questions, and focusing on vocabulary. We collect data through the use of common math assessments to give us a baseline on how are students are achieving.
2. Increase mental health and wellness in our students- focus on character education, monthly virtues, wellness activities, school advocacy councilor provides support through universal supports and targeted supports for individual students and small group of students. There are div supports through (SKSF), Staff Book study by Ross Green
- f. Report Cards/Parent Teacher Interviews-virtual meetings or phone calls in lieu of in person interviews, new report card program for teachers
- g. Princess Emma - funeral was on October 24th

3. Board Report (Lorne): last meeting was Oct 7,

-local Novelle reporter for Public Media Education Award.

-Kathie Hogg President of School Boards:her focus was/is funding for next school year, advocating for holding the funding model this year due to the decrease of 300 kids across div. Funding is spread over 3 years, bc of covid if we don't hold funding, we could be drastically lower in regards to our funding.

-Good News-welcome bags were given to all NLPS teachers,

-Bussing update: bus drivers have adjusted to new transport rules and requirements.

Bussing-MELT training-more practical training and more qualified drivers.

275 students applied for in town bussing. 186 were required to pay the fee due to living within the 1.6km range. About 50 outstanding fees

-Enrollment-down compared to the last few years due to Covid. LTA program has approx 300 students. Numbers may change with the Nov 4 deadline to switch programs.

-Admin procedures out for review:-school council and parent advisories procedures, as well as the fundraising procedure also being looked at and more

-Reconfigure being look at in CL

-Out of School numbers down due to pandemic.

-Discussed imp of Systems Day and its value

-Updates on what is happening in our smaller schools (Glendon School/Ardmore collab days)

4. Some school events:

October 14th - Picture Day

October 30 - Halloween celebrations in classrooms

November 18 - Picture retakes

November 10 - Remembrance Day Service

November 24 - Report Cards go home

November 25,26 - Parent Teacher Conferences 4:30-8:00

6. Topics to be considered for the next meeting to be emailed to chair one week in advance of next meeting-

7. Next meeting: **December 1st, 2020 at 6pm via Google Meet**

8. Adjournment at: 7:29pm