

Lakeview Public School Council Meeting

Minutes – Discussion & Action Items

<p>3.4. Naming of Teacher Representative to Council: Emily McNenemy will be the teacher representative on Council;</p> <p>3.5. Other lead volunteer positions:</p> <p>3.5.1. Council Website Manager: Connie D will continue to lead; Colleen O offered to assist; Connie will be doing some updating to the website; members were encouraged to submit any website ideas to Connie.</p> <p>3.5.2. Hot Lunches Program: Program on hold;</p> <p>3.5.3. Fundraising Committee: open; Colleen O offered to assist.</p>
<p>4. <u>Principal’s Report by Jennifer Capitani:</u></p> <p>4.1. Jennifer C provided her Principal’s report to the Council;</p> <p>4.2. A summary of her report is attached as Appendix A.</p>
<p>5. <u>Lakeview Family Support Fund</u></p> <p>5.1. The Council heard from Jennifer that there is a balance in the Fund;</p> <p>5.2. The Council discussed the need to advertise the Fund and its dissolution if the balance remains unused.</p> <p>MOTION: Jen N SECONDED: Andrea PB</p> <p>“To invite Jennifer C to remind families of the existence of the Lakeview Family Support Fund and if there are no requests for assistance the Fund be dissolved and the remaining balance donated to the Education Foundation.”</p> <p>ALL IN FAVOR MOTION CARRIED</p>
<p>6. <u>TACE and Online Reading Subscriptions</u></p> <p>6.1. The council discussed granting \$100 per teacher for TACE. The Council also undertook to review a further grant at a later date [Action].</p> <p>MOTION: Michael E SECONDED: Jen N</p> <p>“To grant each teacher \$100 in TACE”</p> <p>ALL IN FAVOR MOTION CARRIED</p> <p>6.2. Given the different circumstances and needs for students this school year, the Council discussed in detail supporting Lakeview by granting funds to acquire online reading subscriptions in English and French for each class.</p> <p>MOTION: Michael E SECONDED: Jen N</p> <p>“To grant Lakeview Public School up to \$2000 for online reading subscriptions for each class, the provider(s) of which to be determined by Jennifer C in consultation with teachers.”</p> <p>ALL IN FAVOR MOTION CARRIED</p>
<p>7. <u>Open Discussion</u></p> <p>7.1. <u>Fundraising Ideas:</u> The Council discussed how fundraising will look different this year given the restrictions in place. Members were invited to think about and present any ideas for fundraising—Brave and creative ideas were encouraged!</p>
<p>8. <u>Adjournment</u></p> <p>The meeting was adjourned by Aron C at 8:45 PM.</p>

Lakeview Public School Council Meeting

Minutes – Discussion & Action Items

Attachments/Received Reports

Attachment A: Principal's Report

Signatures

Aron C
Chair

Prepared by: Andrea Pasztor Bereziuk

Next Meeting

**** Tuesday, Novmeber 10, 2020, 6:45 PM****
Send regrets to: chair@lakeviewschoolcouncil.ca

Lakeview Public School Council Meeting

Minutes – Discussion & Action Items

APPENDIX A

October 13th Principal's Report to School Council

School facilities update

Thank you to the custodial staff and teaching staff for preparing the school for the new normal. The custodial staff cleaned and sanitized everything from top to bottom and everyone worked collaboratively to put up protective shielding, directional arrows and signage, and spray paint 100s of coloured dots to support social distancing. Kindergarten classrooms have tables with transparent dividers to allow students to safely interact and primary classes have plastic shields on each desk.

While nothing feels like past years, we accept this is the normal we must provide to safely operate the school.

We now have a buzzer at the front door to support safe arrivals.

Drop off safety

Thank you to everyone for being so accommodating to our new rules and processes around pick up and drop off. This has been going well, with families social distancing and wearing masks when distancing is not possible.

Staffing

With approximately 85 students electing to go on line this year, we did have a loss of one primary classroom. This means that our class sizes are quite low, with the largest class at 24 students.

We have 206 students in person at Lakeview this year.

There have been a few staffing changes as a result of the shift of students to the Virtual school. We welcomed Mme Dikeos, Mme. Stanier, Mme Wallace, and Mme. Mate to Lakeview this year as a result of the change in enrollment.

IEPs

Term 1 IEPs due to go home on October 26th

Reporting

Progress Reports will be shared with families electronically on November 20th

School Fire Drills and Lockdown Drills

Our first of six COVID protocol Fire Drills has been successfully completed. They are carried out a little differently than in the past as we only practice with part of the school at any given time. In the event of a real alarm we will default to a full building evacuation (as in the past). There will be no lockdown drills at this time due to Covid 19 restrictions. I will inform families if this direction changes.

Picture Day

Picture day has been postponed to later in the year. Our photographer has been very accommodating as we are working to reschedule a date once we have clear board-wide direction.

COVID

COVID rules and process are regularly being updated. While it can be a bit hard to follow what is the current instructions, [the OPH online assessment tool](#) is always up to date. Hence the school's default position remains 'please use the tool for every child every day and follow the direction it provides.'

Lakeview Public School Council Meeting

Minutes – Discussion & Action Items

Lakeview Family Support Fund

We were able to support 3 families over the school closure with the total funds dispersed \$1100 to 3 families in need through Loblaws gift cards. A cheque in this amount needs to be given to the school as I used school funds to pay for the cards at the time when the school was closed.

Lakeview Public School Council Meeting

Minutes – Discussion & Action Items

ATTACHMENT A TO MINUTES OF APRIL 7, 2020

Hello School Council,

Below is an update on the Family Support Fund. As of 25 May 2020, we have raised \$2475.00 to help our community's families. To each and every one of you, thank you for your support. We would like to especially highlight the work of Sandra P. and Jen N. who did the background work to get the fund up and running, as well as the work of Caitlin C. to facilitate donations via Hot Lunches and Laura M. for arranging for e-transfers and tracking the funds.

Over the past few weeks a few emails have been exchanged discussing how to go about distributing the funds and the future of this fund-raising initiative. The Executive held a teleconference with Principal Capitani to review April's Council Minutes and to discuss what we thought the future held for the Family Support Fund. What is summarized below we believe meets the intent of the Family Support Fund and what was discussed and approved at April's Council meeting.

Financial update:

As of 25 May 2020, we have received donations from the following sources:

Trellis Website: \$2055.00

E-transfers direct to the School Council & Hot Lunches: \$420.00

Funds distributed to date: \$500.00

of families assisted: 2

Distribution Method:

Principal Capitani will select the families and determine the appropriate amount of support. Principal Capitani will keep the School Council informed of the number of families and the amount distributed to each family. At this point, donations are being used to purchase only Loblaws e-gift cards for the families to use. This method of fund distribution has been cleared by Principal Capitani with OCDSB representatives and mirrors other social assistance programs currently in operation.

Unspent TACE funds:

At April's meeting the School Council approved the transfer of unspent TACE funds to the Lakeview Family Support Fund. The Treasurer is still in the process of collecting all outstanding TACE receipts, however it is estimated that there will be upward of \$2000.00 of unspent TACE funds available to be transferred to the Family Support Fund. To ensure that the Family Support Fund maintains a balance that is manageable, keeping in mind that the only person who is handling all aspects of fund distribution is Principal Capitani, the Council's Executive does not intend to transfer the unspent TACE funds to the Lakeview School Council immediately. Rather we will monitor the Support Fund's Balance vs. the number of families that continue to self-identify as needing support and transfer the unspent TACE funds as needed to cover future demand. Essentially we will keep the unspent TACE funds in the School Council's general account as a reserve.

If the future leads us to never exhausting the amount already in the Family Support Fund, and therefore never needing the TACE funds held in reserve, the Council will have to decide if it still wants to donate the unspent TACE Funds direct to the Education Foundation (as approved in April's Council minutes) or we hold a subsequent meeting to approve a different initiative.

The Future:

We do not know what the future will hold, however the longer we go without a vaccine to COVID-19 and therefore the need for some measure of social distancing to continue, we can reasonably conclude that the need will continue and most likely grow.

Principal Capitani has graciously offered to continue to be available to coordinate the distribution of funds beyond the end of the current school year though the summer break, meaning come the end of June there is good reason for us to keep the Family Support Fund open. The intent is for us to continue to slowly draw down the Family Support Fund as needed to support our community families.

Lakeview Public School Council Meeting

Minutes – Discussion & Action Items

Come September, it will be the responsibility of next year's council to either continue the work of the Family Support Fund or close this initiative down.

We can not predict when the need will end, however the Executive and Principal Capitani proposes the following guideline:

End Date for the Family Support Fund & Donation to Education Foundation:

No end date has currently been set. Donations will continue to be accepted until Principal Capitani informs the School Council that there has been no request for assistance for 30 days. At that point, the School Council will stop accepting donations and the excess funds will be donated to the Education Foundation by the School Council.

Our intent is to attach a copy of this text to April's minutes so that it forms a part of the Council's records.

If anyone has feedback, please contact Aron or Michael at chair@lakeviewschoolcouncil.ca.