

## DRAFT Ecole Manachaban Middle School (EMMS) School Council Minutes November 23, 2020

6:30 pm ,via Zoom

Present: Tara Courte: Lisa Preston, Jen Yersch, Brenda Valerio, Jason Helfrich, KW, Fiona Gilbert, Leah Pearce, Katt Hryciw

1. Call to order by TC @6:33
2. Agenda – motion to approve by Lisa P, seconded by Leah P
3. Minutes approved with amendments - motion by TC, seconded by JH
4. Trustee Report:

**a. COVID Update**

Pandemic continues to have an impact on schools and operations, and RVS staff continue to respond with care and compassion in support of students and staff who are sick and/or isolating. New method of informing parents when positive case is identified is a school is going well, and RVS truly appreciates the support of families in this.

**b. Infrastructure Maintenance and Renewal (IMR) 2020/21 Expenditure Plan**

Each year the Board reviews and approves the IMR plans and expenditures as part of RVS' budgeting process. IMR projects are necessary to maintain safe and reliable school infrastructure. The Board approved the \$5,989,884 IMR budget and proposed projects. On the project list for Manachaban is a foods room renovation

**c. Transition in Learning Option**

Families are being allowed to switch between RVS Online and face-to-face learning at the first semester break at the end of January. A letter was sent out to families today with some preliminary information. Families have from Dec 1-11 to inform RVS of their choice for online or in school. This will be done through School Engage (accessible through PowerSchool). More details will be shared closer at the end of November.

**d. Joint Board School Council Meeting**

We had a good joint meeting on Thu Nov 12<sup>th</sup> via zoom. Agenda topics included school re-entry update, board and school council advocacy, and a special presentation on supporting student mental health. Presentation slides can be found at <https://www.rockyview.ab.ca/families/schoolcouncilswebportal>

**e. Annual Education Results Report**

Approved on November 19<sup>th</sup>, the RVS Annual Education Results Report profiles several key accomplishments specific to RVS' Four Year Plan (4YP) goals/outcomes, and where

possible, includes links to videos and other sources of information so stakeholders can learn more. The AERR is one of many ways RVS works hard to make learning visible and share the progress being made across the jurisdiction.

**f. RVS Four Year Plan**

The Board of Trustees approved the Four Year Plan – YEAR 2 which continues commitment to Innovators By Design and the divisional goals of providing learning that connects students to their passions and interests, achieve their potential, and navigate successfully as global citizens. The 4YP will be made publicly available on the RVS website at <https://www.rockyview.ab.ca/publications/educationplans>

**5. Admin Update Brenda Valerio**

- a. New staff: 4 lunchroom supervisors – Rhonda, Sara, Cara-lee and Heather, are working 1 h/day M-R. So far it is going really well.
- b. New teacher started today, Mrs. Wilma Jamesion. Will be doing afternoon options for grade 7 & 8, which will free up some time for Trinity Patterson and Angela Aresenault to work on literacy intervention.
- c. New learning assistant, Alyssa Romano, will start on Dec. 1.
- d. OH&S audit just took place. Biggest safety issue is clutter in the classrooms, will be mentioned in the report.
  - i. Have put in a plan for locker use. 5 different colors of lockers in rainbow. Lockers will be spread out so only one color locker can be used at one time. Awaiting approval from RVS for locker use.
- e. After the only COVID case so far at EMMS, AHS inspector was impressed with the procedures in place. He took photos of how crowded the classes are. Suggested using triangle desk facing completely forward, but the desks do not all fit that way in several classrooms. Also was suggested to partition classes when. This is not feasible, so policing mask wearing will continue instead.
- f. Question asked re: managing space if kids come back from online learning? A: One classroom is a flex space. If more than one class needs to be created, the learning hub will be turned into a classroom. The “storage” classroom might also need to be converted into classroom space.
- g. Renovation for Foods room is greatly anticipated. This will be a face lift, not a redesign and should begin after Christmas. Portables will be added to school concurrently (awaiting town permits). Foods options will become a combination of foods and textiles as space is renovated.
- h. LED lighting – is not a priority for Manachaban yet.
- i. School Annual Results Reports discussed.
  - i. There were no PAT results from last year. The prior PATs results are included in the report.

- ii. Historically, a solid report card (acceptable, good, excellent) The school has not dropped between categories; achievement has been maintained.
  - iii. Parent involvement was maintained in the acceptable category, but there was a 7.5% increase in actual value.
  - iv. Work preparation question results for parents & kids is still high, but decreased 3%.
  - v. “Excellent” was achieved for both *Safe and Caring Schools* and for *Programs of Study*.
- j. The 4 year plan (the Playbook) created last year would have been informed from the previous years SARR. A less intense review has occurred this year, literacy and numeracy needs attention, as does teaching in an epidemic.
  - k. Brenda outlined the multiple areas of the Playbook and strategies the school is using to address areas of focus for the 2020-21 year. Student engagement, making learning visible & inclusion were central to the Playbook.

6. Staff Update – Katt Hryciw

a. **STAFFING**

- i. Part-time teacher: Wilma Jamieson has joined EMMS
- ii. Change in staffing assignment: Trinity Paterson and Angela Arsenault moving from option classes in the afternoon to Literacy
- iii. Wilma will take over their afternoons

b. New part-time EA: Alyssa Romano

c. Student teachers still going strong!

d. **CONFERENCES**

- i. November 9<sup>th</sup> and 10<sup>th</sup>
- ii. Teachers did 6hrs of conferences
- iii. Doing them over Zoom afforded some flexibility: 4-7 or 5-8, one teacher did 4-8 one night and 4-6 the next
- iv. Very well attended
- v. Note: can ALWAYS touch base with the staff; don’t need to wait for conferences

7. **EVENTS**

a. PAST

- i. Remembrance Day Assembly
  - 1. Done via Zoom
  - 2. Featured live speakers, music, videos
  - 3. Great student participation, respect
- ii. Spirit Week last week

1. Fun themes each day
  - a. Monday = Monochromatic / all one colour
  - b. Tuesday = Sports / jersey
  - c. Wednesday = 80s day
  - d. Thursday = Career day
  - e. Friday = PJs
- b. ONGOING
  - i. Cochrane Activettes "Share Your Christmas"
    1. Each homeroom has been assigned a theme
    2. Can bring things in until first week of December
  - ii. GSA project with Cochrane High
    1. Looking at the possibility of getting a rainbow crosswalk
    2. One prelim meeting to go over survey results, talk with town counsellor, learn about next steps
    3. Helps bring our groups together, strengthen those relationships
- c. UPCOMING
  - i. Candygrams
    1. Looking different this year: to be sold over School Cash Online
    2. All pre-packaged goods
- d. **END OF TERM 1 / START OF TERM 2**
  - i. Term 1 ends Monday, November 30<sup>th</sup>
  - ii. Term 2 starts Tuesday, December 1<sup>st</sup>
    1. New options for 7s and 8s
- e. **PROFESSIONAL DEVELOPMENT**
  - i. October 9th: self-directed
  - ii. Many staff members updated their First Aid training
  - iii. Some worked on assessment (RTR), coaching and updating rubrics
  - iv. Others worked on establishing online presence
- f. November 23rd: school-based
  - i. School playbook
  - ii. Students with complex needs
  - iii. Staff wellness
  - iv. Discovery Ed PD

- v. Grade team collaboration
  - g. New (second hand) photocopier has arrived. It's very exciting.
- 8. Executive reports:
  - a. Co-chairs – no report
  - b. Update on Manachaban School Fundraising Society (MSFS)
    - i. Casino Date for MSFS: **February 4 & 5, 2021 (Thursday/Friday)**. Leah to put out something through school newsletter to seek volunteers. Fewer positions will be required than in non-COVID years.
- 9. Meet again January 25 @6:30 pm
- 10. Meeting adjourned at 8:03 by TC
- 11. Announcements.... MSFS meeting immediately afterwards in same Zoom meeting.