

Ecole Manachaban Middle School Parent Council Meeting (Approved Feb 22/21)

January 25, 2021, 6:30 pm via Zoom

Minutes

1. Call to order at 6:32 by Tara Courte
2. Welcome
 - a. Present: Tara Courte (chair), Leah Pearce, Jennifer Yersh, Katt Hryciw, Jason Helfrich, JT, KW, JM, FS, Fiona Gilbert, Lisa Preston
3. Approval of Agenda
 - a. Motion to approve by LPreston, 2nd by JH
4. Approval of Minutes from November 23, 2020
 - a. Motion to approve by TC, 2nd by JH
5. Trustee Report
 - a. **Happy New Year!**
 - i. School has started up in 2021 with a week of online learning from home from Jan 4-8 with students returning to face-to-face as of Jan 11th. Wishing everyone a fabulous 2021 with a year filled with hope happiness and good health.
 - b. **Learning Mode Transition**
 - i. Families with students in K-Gr 8 have now informed RVS through School Engage which learning mode they have chosen for the second half of the year. If opting for a different mode, the change will take place as of Feb 8th. Preliminary numbers indicate minimal change or disruption to staffing and classes. More details will be forthcoming from directly from schools in the coming weeks.
 - c. **Audited Financial Statements**
 - i. RVS ended the 2019/20 fiscal year in a strong financial position, reporting a surplus of \$932,000 on annual revenues of just over \$272 million that will carry forward into 2020/21. The surplus was due in part to RVS' aggressive spending reductions in November 2019 when the government announced an operating budget that was significantly less than originally projected and again in April 2020 when the government took back \$5 million of operating dollars in response to the pandemic and students moving to emergency at-home learning.
 - d. **Operating Budget Adjustments for 2020/21**
 - i. RVS projects total revenues of \$290 million by Aug. 31, compared to budgeted revenues of \$281.4 million estimated in the spring. The main reason for this change is an increase of \$9.3 million in Federal Safe Return to Class funding for costs associated with the COVID-19 pandemic. Other reasons include a decrease in fees revenue due to lower bus ridership and a slight reduction in expected options fees and school generated funds.

- ii. Projected expenses have also increased compared to the spring budgeted totals, to \$295.3 million from \$282.6 million. The Federal Safe Return to Class funding has been fully allocated. Up to \$2 million for increased caretaking staff and supplies will be drawn down from reserves, and overall spending on staffing and supplies is anticipated to be \$2.15 million higher than the spring budget, with the majority of those increases occurring at the school level and being covered from school carry forward funding from last year.

e. **Joint Board School Council Meeting**

- i. Scheduled for Thursday March 25th from 6:30-8pm and will be held via zoom. Invitation letter will be going out in the next couple of weeks.

f. **ASCA Conference**

- i. Alberta School Councils Association Annual Conference and AGM will take place from April 23-25 via a digital platform. Full details can be found at: <https://www.albertaschoolcouncils.ca/about/annual-conference>
- ii. As in the past few years, the Board would like to support school council delegates to attend. Stay tuned for more information on the RVS registration process.

g. **Looking Forward**

- i. Over the next few weeks and months, the Board will begin to contemplate the rolling 3 Year Capital Plan, future year school calendars, as well as the 2021/2022 budget.
- ii. School year calendar will be coming in the next months

6. Staff Report

a. **Staffing**

- i. We currently have two student-teachers who are with us full time in Mrs. Vetterl and Mrs. Pollard's classes (The other student-teachers finished before Christmas)
- ii. Lunch supervisors
 1. Two have resigned, two remain
 2. We would like to fill those spots if you know anyone who is interested!

b. **COVID**

- i. As you know, there was a shift online for our 7s and 8s for the three weeks before Christmas and everyone was online for the first week after the winter break
- ii. This was particularly interesting because our school is 6-8, so some of us staff members were in-person and some were online and some were both

- iii. Our school did have an outbreak amongst the 6s who were in school, those cases have resolved

c. Events

- i. Spirit week for 6s-8s for the week of November 23rd
- ii. Scavenger hunt for the 6s for the week of December 14th
 - 1. Amazing organization by staff and participation by students
- iii. WILD class: still going on outings (cross-country skiing, snowshoeing)
- iv. No "Active Living Day"

d. Upcoming PD for Staff

- i. PD on Friday, January 29th: Part 1 of Mandt training
- ii. Teachers' Convention in February: will be entirely online

e. Online Learning / In-Person Learning

- i. The number of students leaving our school to go online balances nicely with the number of students who are coming back to school
- ii. No changes to staff, classes, scheduling
- iii. That change will take place February 8th

f. Renovation

- i. Will be happening in our Foods Room
- ii. ALMOST have the permit to get started on the work
- iii. Cupboard will take longer: COVID has delayed their production
 - 1. Affects the Foods option classes
- iv. Also got new storage in the Shop
- v. Looking to purchase a CNC wood / laser cutter which is fancy! It can be used in Shop and Environmental Art

g. Literacy

- i. Angela Arsenault and Trinity Paterson are working with a literacy focus
- ii. They asked teachers to identify students who may be struggling with literacy
- iii. They have started some testing (pre-assessment) to identify student levels for Levelled Literacy Intervention
- iv. Have been working with 6s, just started 7s, will get to 8s next

7. Admin Report

- a. Gym – multiple classes were joining for gym classes which resulted in increased number of people needing to quarantine as contacts of people who tested positive for COVID.

An AHS audit after the December outbreak clarified that masks must be worn during instructions and also while a student is waiting for their turn to be active.

- b. BV reviewed the SOS-Q questionnaire which asks students about the the non-academic aspects of school from the student perspective. The SOS-Q includes sections on Safe and Caring Schools, Peers, Self confidence, external resilience, internal resilience; utility of school (how meaningful is school to them), extracurricular. The SOS-Q is used to help identify students who may need additional supports and who might otherwise slip through the cracks.
- c. The Manachaban Playbook (School Education Plan) has been drafted. Themes from the draft document were shared with the parent council. The Playbook aligns with the 4 year plan from RVS. BV is looking for quotes from parents to include. TC to sign off on document which will then be published on Manachaban website.
- d. A question was asked about cohorts and gym classes(in regards to multiple classes sharing gym time). BV: the feedback from the AHS Health inspector means that groups of 2 classes who share gym time are spending time more as a individual classes instead of co-mingling in the gym.
- e. A question was asked about the complaint made by the community about EMMS students congregating at lunch without masks. BV: An officer came and spoke with each Grade 8 class about how they are old enough to be fined for non-compliance of public health orders. The colder weather is likely helping decrease incidences of congregation off property without masks.

8. New Business

- a. Question asked: Does school council still have money that we can allocate to special things?
 - i. GSA is interested in getting a rainbow Mananchaban shirt and wondered about funding available to help offset the costs.
 - ii. Discussion ensued about how Walkathon funds go into Manachaban's budget as school generated funds. This means school council does not have access to funding anymore. In previous years, the council did vote on where the walkathon funds could be used, even though we no longer controlled the walkathon monies. (Note: School council no longer has a bank account as requested by RVS).
 - iii. Leah Pearce spoke as the Manachaban School Fundraising Society (MSFS) treasurer, and casino organizer: T-shirts are not able to be purchased with casino funds. MSFS still has some casino
 - 1. MSFS currently has about \$9000 (less 2000 for a casino advisor) so about \$7000 is available. This money that needs to be spent this year, or MSFS will need to request to roll over these funds to next year.
 - 2. BV - The CNC laser cutter the school would like to purchase costs \$13000 and will support options and math via STEM teaching. Will

purchase this cutter with the school budget but is looking for a contribution from the MSFS.

3. Send proposal for CNC cutter to Leah at the MSFS via Manachaban.fundraising@gmail.com
 - b. Discussion re: old Manachaban shirts that kids have outgrown- storage is an issue but we can donate our kid's shirts for use when gym strip will be required again and kids forget to bring a change of clothing.
9. Old Business – Manachaban School Fundraising Association (MSFA) Casino Volunteer recruitment
 - a. MSFS has been given a Casino date of February 5. However, casinos are currently closed due to COVID restrictions. MSFS has been told to plan for the Casino in case things change and Casino's reopen. In short, Leah is looking for volunteers for an event that may or may not happen. To staff the casino, about 18 people total are needed over the 2 days.
 - b. MSFS will be watching government announcements closely to determine if the Casino could actually open and run. Indications are that generally about one week of notice is given before any changes take effect.
10. Next Meeting – Monday, February 22th, 2021 (right after week with no classes).
11. Meeting Adjourned by Tara Courte at 8:00 pm