

## October 26th, 2021 Hopewell Ave PS School Council Meeting Minutes

**Attendees:** Alex Randall, Petra Heitkamp, Martina Sherwood, Fran Morrison, Aleksandra Brading, Meg Fracke, Nicola Calder, Irit Weinfield, Erik Van der Torre, Mathew Brown, Deborah MacAskill, Christopher Werely, Katie Breen, Claire Kerry, Bryce Colenbrander, Adam Jaques, Helen Mackie, Anne Body, Sarah Kennell, Daphne Dumbrille, Jennyfer Majerome, Josie Hughes, Zainab Moghal, Kate Jaimet, Heather Barrett

**Regrets:** Roopa Dolvane, Patrick Hunter

### **1. Welcome, Approval of the Agenda, Approval of September 2020 minutes**

Minutes moved by Fran Morrison and seconded by Daphne. Carried, none opposed.

Agenda approved by Claire Kerry and seconded by Daphne Carried, none opposed.

Thanks on behalf of all to Daphne and Bryce for leading the School Council last year.

### **2. Principal's Report**

Progress Reports will be accessible to families on Thursday, November 4th. Notification of their availability and access will be messaged through our School Messenger system. Students' Ontario Education Number (OEN) will be required to access. This can be found on previous report cards. We are working on a way to provide this information to all families who may not be able to easily access this number or who are new and have not received their child's OEN. We will be offering virtual interviews on the evening of Wednesday, November 10th and the morning of Friday, November 12th. To do this we will be using an online interview booking application called Schoolinterviews.ca. Our goal continues to be to give parents an overview of how their child is progressing in parent-friendly language. The Progress Report is not a final assessment, it is a discussion of students' progress at this point.

This month all of our school team engaged in Concussion Training. The training was completed virtually and supported by the Ontario Physical and Health Educators Association (OPHEA). We have a comprehensive Concussion Management Policy and Procedure that is in place in support of concussion prevention, identification and incident management. All of these pieces are in alignment with the requirements of PPM 158: School Board Policies on Concussion and consistent with Rowan's Law.

We have had some questions come forward on two items.

First, the water filling stations were a happy addition to our school this fall. We now have a water filling station on each of our four floors. Due to the high number of filling stations installed in our district we find ourselves on a waiting list for the ministry mandated water testing to be completed. They are working through the backlog and anticipate that this will be done in November at some point.

Second, questions about our plans to fade some of current restrictions have also been asked. As we see our province moving toward “normal” we are all looking ahead to sunnier days. Our district provides us with operational guidelines for all aspects of how we function – cohorting, masking, sanitizing, use of library, gyms, curriculum modifications, field trips, placement of desks, etc... These district guidelines are developed in consultation with Ottawa Public Health and are continually updated. We are hopeful that we can return to some of our “normal” routines in the future and this will be informed by district guidelines.

Last week our district released a statement: All students have the right to feel safe:

Students, families, and staff of all gender identities and expressions have the right to feel physically and emotionally safe, welcomed and accepted at school and in the wider community.

In all of our schools, our focus is to foster inclusive environments where all members of the school community feel safe and comfortable to explore and express their gender identity and gender expression. This also means ensuring students and staff are safe from overt forms of discrimination. We are committed to recognizing and valuing the identities of our students through the representation of gender diversity in our classrooms and curricula.

For students to feel safe and free to be who they are, to love who they love, we must work together as a community. If you see or experience hate or discrimination we encourage you to report it to a trusted staff member, your principal or vice principal or to the Office of the Human Rights and Equity Advisor.

We would like to thank families and community for extending this welcoming environment beyond the school and standing up against hate and discrimination. Your

messages of care and support are essential to let students, families and staff know they are valued.

#### Additional resources

The OCDSB 2SLGBTQ+ Supports page includes a variety of resources for students, families and staff. This includes:

Guidance on how to support trans and gender diverse students (available in English, French and Arabic)

Background on the rights of trans, gender diverse or questioning students (available in English, French and Arabic)

#### Links to school supports and community organizations

As an OCDSB parent and educator, formalizing this in a statement is very powerful. At Hopewell we will be taking time to reflect on this statement and consider the structures, systems, supports and practices we have in place to ensure that safety on all levels supports our students. This continues to be part of our core work and focus.

We have many supports in our district that we reach out to in support of our students, however, we were reminded last week that our most powerful partners are our students. The PRISM Club, a student group at Hopewell that focuses on equity, social justice and belonging, met last week and created a priority list of "What We Care About". This list included, reducing harmful language, supporting our 2SLGBTQ+ community (for example, displaying a pride wall, ensuring Hopewell is a safe space and community... LOVE IS LOVE), menstrual equity, mental health education (including depression, anxiety, eating disorders, suicide awareness, how to support friends dealing with depression), leading a campaign displaying posters of things we care about in our hallways, celebrate and teach diversity all year long, promoting appropriate use of pronouns, autism awareness. Last year our Prism Group were leaders in our school community. We look ahead to this group continuing as leaders and we will support them, learn from them and be inspired by them along the way.

#### Questions asked during the meeting to Martina

**Question: Concussion awareness. Would you consider sending resources to the parents on concussion awareness when a child has a head injury and a phone call is received from the school but the child isn't actually showing signs of concussion?**

Current process is that only if the child is showing signs of concussion is information sent home. It was thought that maybe an abbreviated version could be sent home or a reminder to the information on the website. School council also agreed to do a social media post on concussion.

**Question: *Will School photos happen at Hopewell this year?*** As Secondary schools are having photographers in, we do expect that they will do at least Grade 8 for the graduation yearbook. Hopewell did book early so there is a chance that the whole school might happen but waiting on guidance from the board.

**Question: *Kate asked if a physical year book would happen for Grade 8?*** This was raised last month, but the view she had received from her daughter was that funding was an issue and that Andrew Wood was just going to produce an online version. Martina confirmed that funding was not a problem for this activity and would reach out to Andrew again.

During the meeting Kate had emailed Andrew Wood and the response from Andrew stated that there would be a physical yearbook. Kate also offered her help with photography and editing.

### **3. VP Report**

#### **Evacuation fire drill**

This week is Fire safety week. Normal procedure would be a fire alarm goes off and then the whole school evacuates the building. This wouldn't be possible during Covid restrictions to evacuate the school and still comply with physical distancing measures.

Now the drill is practiced class by class, this is approved by Board and Fire Marshals. The whole school will hear a one time sounding of the alarm, done during announcements, after that students had a virtually assembly google meeting. Explaining what would happen during an evacuation of the school and there was opportunity for students to ask questions, so it was personalised to them. Teachers scheduled three fire drills for their class. The requirement is to do 6 drills in a year, we do 3 in fall and 3 in spring.

#### **Bus Safety**

Normally buses are sent to school and students practice getting on the bus safely and then how to evacuate the bus. Maybe in the spring this can happen in person but now OSTA, OPH and the School board, provide a virtual online interactive program,

Cahoot style. Hopefully in spring the field trips will start happening. Hopewell does have 4 buses that drop and pick up students.

#### **4. Teacher Rep report**

Our Teacher rep this year is Meg Fracke It is her 2nd year at Hopewell and this year she is teaching a Grade 1,2,3 split class. Teachers are still giving daily reminders on covid safety within the school environment so we don't have to pivot back to online learning.

Spirit wear is on sale until October 29th.

Online virtual book fair happening in November.

#### **5. What does the School Council want to achieve this year?**

Alex and Petra wanted to give an overview of what the school council wants to achieve this year. The theme that is coming through is that a great deal has been achieved during the past two years. Project sandbox was a massive achievement. But we would like to think how we can reconnect as a community and broader community and where do we want to place our efforts over the coming year.

An aim to come back to basics, people are tired and have limited bandwidth, maybe meeting once every two months and then maybe be involved in community events the rest of the time. The discussion is reflected in the budget.

#### **6. Treasurer's Report and Budget 2021/22**

##### **Treasurer's Report**

No changes to last month

Signing authority to be switched over to new council executive co-chairs and treasurer.

Financial year-end is historically in September, due to an event which happened right at the start of the school year that needed funding before the new budget would be established. We will be looking into changing this to the end of the school year.

## **Budget**

Two budgets have been produced a Plan A and Plan B.

Opening balance \$6000, less than last year but last year the opening balance was exceptional.

## **Revenue**

Plan A the focus is that there will be no funding from fundraising due to covid restrictions. And therefore only have the opening balance of \$6000 to allocate throughout the year.

Plan B assumes some form of fundraising

Revenue could come from Hot lunches if we were able to start that fundraiser up from March which would give us 3 out of 10 months of usual hot lunch revenue

Plan A does include a line item online garage sale - similar to glebe garage online sale. It isn't sure if this is something that could be done and it was raised that this may cause some issues with OSCA who raise funds from the September porch sale.

Plan B includes bike sale and revenue from Pro grant which is a Parental education grant.

Plan B raises \$8000

**Question: *Why couldn't we do "grocery coupons"?*** It is thought that you only gain a small amount of money and a lot of work on the ground in terms of forms and dropping coupons off.

**Question: *Can we promote Mabels label's a bit more as this is an easy way for minimal effort to raise funds.*** Yes we can put out some social media posts and will try to get info out in August especially to ensure we hit the back to school label buying.

## **Expenditure**

Yard - Plan B Initial had \$1000 to spend on Mulch, however it seems that the school is able to fund the Mulch this year. This money is now allocated as a generic yard fund, so that there is money for watering the new trees in new Kinder yard.

### Curriculum enrichment

Plan B allocated \$1000 to Kindergarten, Primary, Junior, Intermediate, PE Equipment and the library.

Both Plans allocate \$2500 as a Say yes fund.

Cross country ski trip is unlikely to happen so no funding allocated in either plan.

Both Plans there is money set aside for Staff appreciation gifts, staff year end lunch, and grade 8 graduation.

Spring Fair in Plan B if covid restrictions are lifted, the idea is it would have a blizzard bizarre feel but in the spring, depending on what we are allowed to do? We would want some money to get it started but would expect it to be self funding.

Field trips we would like to be able to provide any money if finances were stopping field trips happening, once they are able to start up again.

*The following were suggested fundraising ideas:*

Panago Pizza, gives a code for parents to use, they get a discount and some money comes into the school, this was thought it could be popular.

Direct donation, send a request to parents in lieu of other fundraising activity.

Daphne moved to approve the budget and Deborah seconded it.

## **7. Kinder Yard Update**

Finishing Grand opening plans hope to hold this by the end of November.

There was money left in the Kinder yard budget as they didn't use all the money for signage, can we use that money for the grand opening? Need to decide what best way to use that \$1000. Money was raised by project sandbox so they should be able to use it in a way they see fit.

Watering of the trees is an ongoing expense and the glebe parents day care said they would help with that in summer. It was strongly suggested that money left over should be used for watering. The \$1000 not needed for mulch has been allocated to the general yard fund, where watering could be paid from.

The \$4000 owing to the school from the project sandbox will not need to be repaid.

## **8. Traffic Committee OSCA**

Erik Van der Torre spoke on the Safety and Traffic issues around our school, these are focusing around Hopewell, Bank and Sunnyside. One thing is trying to get us on a list of automated enforcement redlight cameras for left turning traffic at Sunnyside and Bank, this is one of the more dangerous parts of the intersection. Not just good enough to be a school zone, but need to be a Community Safety Zone, school needs to be part of a School Active Transport program; this is a requirement for automated enforcement. The traffic Committee is working with the school board on how to achieve this.

New traffic restrictions are that there is now no stopping on the North side of Hopewell Ave, this is to provide a better line of sight when so many students are around the school.

**Question:** Is it possible to have Crossing Guards at Hopewell and Bank. Unfortunately they are assigned on the basis of need, as it is a budget constraint. If cars can't stop on the north side of Hopewell then cars shouldn't need to turn onto Hopewell from Bank, and therefore the need would likely be seen as low. There is a crossing guard at Belmont and Bank due to construction, and hoping that they continue to stay there. Often though if the crossing has lights, it would be deemed a crossing guard is not necessary.

## **9. Committee Positions**

### **Executive**

**Co Chairs:** Alex Randall and Petra Heitkamp

**Treasurer:** Nicola Calder

**Secretary:** Claire Kerry

### **Members at Large**

Bryce Colenbrander

Daphne Dumbrille

Fran Morrison (community rep)

Katie Breen



Roopa Dolvane

Josie Hughes

[Patrick Hunter](#)

Zainab Moghal

Adam Jacques

Heather Barrett (community rep)

Erik van der Torre

[Deborah MacAskill](#)

[Kate Jaimet](#)

### **Committees & Reps**

<b>Committee/Role</b>	<b>Chair/REP</b>	<b>Members/support</b>
Teacher Rep	Meg Fracke	n/a
Budget		
Yard	Katie Breen	Heather Martin
SANDBOX (Kinder Yard)	Fran Morrison	
OCASC	Daphne Dumbrille	
Communications	Deborah MacAskill	
Wellness Rep	Heather Barrett	
OSCA Traffic & Safety Liaison	Erik Jan van der Torre	
PRO Grant*		

Hot Lunches**		Support/training: Kristy, Ilia
Spirit (and Fun)^		
Grade reps ^^ <ul style="list-style-type: none"> <li>- Kinder (JK/SK)</li> <li>- Primary (1-3)</li> <li>- Junior (4-6)</li> <li>- Intermediate (7-8)</li> </ul>	Matthew Brown Claire Kerry <a href="#">Zainab Moghal</a> <a href="#">Kate Jaimet</a>	

*\* Parents Reaching Out (PRO) grants help parents to identify barriers to parent engagement in their own community, and find local solutions to get more parents involved. Parents who are involved in their children's education help to support their children's achievement and well-being.*

*\*\* Right now we are not able to provide Hot lunches/ Pizza due to COVID guidelines. However, we are hopeful and preparing for the possibility that as of April 2022 this might be a happy option for all. (Person with day-time availability during lunch hours)*

*^ Adapted to the COVID-guidelines locally, it would be good to plan one or two events in this school year that brings connection, joy and togetherness to the Hopewell School community (think online garage-sale, digital game night, or possibly outdoor events, etc). One or a few creative people would be welcomed to lead some initiatives.*

*^^ Grade representatives are the ears to the ground to what happens in the respective classes. They bring up any issues that require attention beyond the class-specific level in collaboration with the teacher grade reps, and are relevant to be raised in School Council (not more than an hour per month incl school council attendance)*

## 10. Answer any pre-submitted questions

These were answered in the Principal's Report section

## 11. Varia

Future meeting dates to be every two months. Proposed dates:

14th December

8th Feb

12th April

14th June

**Next Meeting - Tuesday 14th December 7pm Google meet**