



## W. Erskine Johnston Public School School Council Meeting Minutes

**Location: Video Conference (Google Meet)**

**Date: Nov. 9, 2021**

Attendees		
X	Mark Schenk	Principal
X	Sean Davidson	Vice Principal
X	Nupur Chakravorty	Co-Chair
X	Sutha Manik	Co-Chair
X	Arya Balachandran	Secretary
X	Saami Hamid	Treasurer
X	Vijay Mishra	Lunch Coordinator
X	Yifan (Coco) Li	Voting Member
X	Stephanie Stephens	Teachers' Representative
X	Mandy Spielman	Parent/ member
X	Ryan Liu	Parent/ member
X	Xue Wang	Parent/ member

### **1 Call to order at 6:32 pm**

- a. Co-chair called the meeting to order.

### **2 Agenda**

- a. Approval of agenda – Coco approved; seconded by Saami.

### **3 Approval of the minutes of meeting on 12 Oct., 2021**

- a. Approved by Arya; seconded by Coco.

### **4 Communication Protocol**

- a. Co-chair established the communication protocol and guidelines for the meeting.
- b. The queries should be formulated in a generic nature and not revealing the identity of the concerned students/staff.
- c. Any specific questions can be emailed to the Principal/Vice Principal or to the school council.

### **5 Principal's Report**

- a. Introduced Stephanie Stephens as the teachers' rep.
- b. Creation/Distribution of progress reports completed.
- c. Parent- teacher interviews to be scheduled the second week of November.
- d. Received 44 new chrome books with the funding from the board.
- e. Also received funding for library spending; teachers also purchasing reading programmes under this plan.
- f. No cases of COVID-19 reported so far in this academic year at WEJ.
- g. Test kits are available at school- parents can use and deposit the specimen at school which will be later transported by public health officials to the lab.

## **6 Teachers' Report**

- a. Welcoming Stephanie Stephens as the teachers' representative.
- b. WITS (Walk away, Ignore, Talk it out, Seek help) initiative and formation of committee.
- c. WITS poster contest (per grade) and stickers to staff members.
- d. Remembrance Day programmes at school with a virtual assembly on Nov. 11.
- e. Presentation from a Lt. Colonel (Air force) and interaction with students.
- f. Art and poetry contest with Kanata Legion as part of Remembrance Day programme.

## **7 Open Forum**

- a. Vijay raised concerns regarding the use of portables (feasibility during winter, safety) – Principal was able to answer all the concerns. Presently three classes use portable classrooms.
- b. Coco/ Ryan Liu – Guidelines of gym usage/physical activity plan for winter. – Principal outlined the guidelines for gym usage and the physical activity plan for students (per week) and how it will be managed using P.E and DPA with indoor/outdoor lessons.
- c. Ryan Liu – Usage of community ice rinks. Principal explained that if restrictions loosen, school can organise field trips to arenas.

## **8 Treasurer's Report**

- a. Available funds and reserve/floating funds at the beginning of the year presented.
  - i. This doesn't include the grant from the board (as part of PIP) of \$500 which is yet to be credited.
- b. Treasurer put forward motion to release a fund of \$2500 which was raised over last five years towards the mulch replacement of the play structure. ( Principal confirmed that this will be covered under Board's funding). This fund will be released to the available fund of the school council which can be used to fund any project that deems fit.
  - i. Approved by Sutha
  - ii. Seconded by Vijay.

## **9 Items to fund**

- a. Dance-a-thon project
- b. Proposed time frame – first week of December
- c. Fund raising project for the school, donations made over \$25 will receive tax receipt from the school board; transactions should go to school directly and not via council.
- d. No minimum amount for the donation
- e. Principal to finalise details and send out the information to school community.

## **10 Other Items**

- a. Representative for OCASC – Arya agreed to be a representative to OCASC meetings; however, anyone in the school council community is welcome to attend the OCASC meetings held monthly.
- b. Discussed the feedback from the OCDSB website support team regarding linking the WEJ council website to the WEJ school website. Will follow up further. (Arya).
- c. Poinsettia sale fundraising for Christmas – not conducive enough for this activity for the Christmas; can plan for another spring planter fund raiser.
- d. Pizza Night with Jojo Pizza – information yet to be sent out after confirmation.
- e. Coco provided feedback regarding some confusion in the booking website for the parent-teacher meeting.

## **11 Action Items –updated list**

- a. Updated poster and information handout for the Dance-a-thon. (Principal)
- b. Follow up with OCDSB website support for linking WEJ council website to school's website (Secretary)
- c. Updating the booking system for future parent-teacher virtual interviews based on the feedback received. ( Principal).

## **12 Motion to Adjourn**

- a. Co-chair proposed motion to adjourn
  - i. Approved by Vijay
  - ii. Seconded by Coco
- b. Adjourned at 7:53 p.m.