

# LOCKVIEW SCHOOL ADVISORY COUNCIL

## Minutes of the Meeting Tuesday, September 28, 2021 Virtual Meeting – 6:30 pm

**SAC Executive Members Present:** Trish Houtby, Debi Ramsay, Christiina Donley, Kelly Nickel, Kerri Runcan

**Parents/Guardians Present:** Thea Schreiber, Melissa Shaw, Ann-Marie Zammit, Kim Browning. Claire Phelan, Ken Ellens, Ede Ediger, Tiffany Derksen, Kathleen Enns, Ashley Ellens, Crystal Freshwater

**Staff Members Present:** Principal-Miss Findlay, Vice Principal–Ms. Steenhuis  
Teaching Staff-Mrs. Muir, Mrs. Lowden Secretary-Ms. Allison

Meeting called to order at 6:33 p.m. with 21 members present.

Item	Topic
1	<p><b>Welcome and Introductions</b></p> <p>Welcome and thanks to the parents for attending our first School Advisory Council meeting for the school year 2021-2022.</p> <p>It was a busy September start-up for staff as we wrapped up the ventilation systems this summer and had last minute cleaning everywhere.</p>
2	<p><b><u>PURPOSE OF SCHOOL ADVISORY COUNCIL</u></b></p> <p>Miss Findlay reads an excerpt from School Councils, A Guide for Members.</p> <p>“Parental involvement in a child’s education has been shown to have a significant effect on his or her achievement.”</p> <p>Membership on a school council benefits the individuals involved. Personal advantages of becoming a school council member include:</p> <ol style="list-style-type: none"><li>1) Being an important partner in the education system, whose views are valued;</li><li>2) Contributing to the shared goal of improving student achievement;</li><li>3) Having a vehicle through which to express opinions;</li><li>4) Being able to keep informed;</li><li>5) Opportunity to strengthen the partnership;</li><li>6) Be part of a dedicated team to ensure a high quality of education and accountability.</li></ol> <ul style="list-style-type: none"><li>- Upcoming events: Rowan’s Law day tomorrow Wednesday, September 29 and Orange Shirt Day on Thursday, September 30</li><li>- Thank you for all the support for our Terry Fox Run. \$1855 was raised</li><li>- October calendar: Tuesday, October 5 – World Teachers’ Day Wednesday, October 20 – Take Me Outside Day Monday, October 25 – Individual Photo Day Working to see if possible Pumpkin sale....not sure if it will work, We are trying to ensure the joy is here at Lockview</li></ul>

3 **ELECTIONS OF SCHOOL ADVISORY COUNCIL**

The membership of a school council may change from year to year as families move away or as students graduate. Here are the results of the elections:

<p><b><u>ELECTIONS - Executive for 2021-2022</u></b>  <b>Chair – Trish Houtby</b>  <b>Vice Chair – Debi Ramsay</b>  <b>Secretary – Christiina Donley</b>  <b>Treasurer – Kerri Runcan</b>  <b>Bingo Co-Ordinator – Kelly Nickel</b>  <b>Staff Representatives – Mrs. Muir</b>  <b>Student Rep – tbd</b>  <b>Community Rep – tbd</b></p>	<p><b><u>Last year Executive 2020-2021</u></b>  <b>Chair – Trish Houtby</b>  <b>Vice Chair – Debi Ramsay</b>  <b>Secretary – Christiina Donley</b>  <b>Treasurer – Kerri Runcan</b>  <b>Bingo Co-Ordinator – Kelly Nickel</b>  <b>Staff Representatives – Mrs. Muir and Mrs. Lowden</b>  <b>Student Rep – tbd</b>  <b>Community Rep – tbd</b></p>	<p>A vote was taken for the 2021-2022 executive. All members were acclaimed.</p>
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**\*\*Perhaps the council can send an individual photo so we can include in our October newsletter. A huge thank you to Trish Houtby. We have appreciated Trish’s contributions to our monthly newsletters.**

4 **ADMINISTRATION’S REPORT**

**1) Operational Items:**

- Staffing: We have 381 students at Lockview. We have 12 remote and 1 Home schooling. Our Kindergarten registrations hugely increased over the week and we had many families move out of the area in Grades 1 to 8 thus creating us to reorganize. Please continue to see the website’s calendar for events and for sports/ clubs
- Method of Communication? Twitter (Mrs. Muir has continued with the Twitter account @lockviewDSBN), Remind App (Remind for Lockview families with school wide messages is still available for families to sign up), School Messenger
- Yearly Calendar – please continue to see the website calendar for events but sports/clubs are just going to begin..starting with Cross Country is starting for grade 6,7 and 8 students. Soccer will be next for a 1 day event.

**2) Safe and Inviting Environment**

- Slide presentation was shown by Miss Findlay
- Safety, well-being and learning
- Keeping our schools Safe together – Our School board and our school has put into place many things in keeping our schools safe together

The District School Board of Niagara (DSBN) is committed to prioritizing the health and safety of staff and students. We are focusing on the following areas to ensure the health and safety of our staff and students.

- 1) Daily Covid-19 Self Screening: student and staff will complete mandatory self-assessment daily
- 2) COVID-19 Case Protocol: if a student or staff member have a suspected or confirmed case of COVID-19, we will work together with Niagara Region Public Health
- 3) Masks and PPE: Grades 1-12 students and all staff will wear masks while indoors
- 4) Ventilation: enhanced ventilation and/or filtration systems across all DSBN schools. Individual HEPA filter units in classrooms as required. Note: our 3 kindergarten classes have the HEPA units
- 5) Physical distancing: putting as much space between people as possible; directional flow in hallways, revising entry and exits; and changing classroom layouts
- 6) Mental Health and Well-being supports: students will be learning from research-based

strategies to be strong and resilient; mindfulness strategies will be used to support students with their self- regulations and confidence

- 7) Hygiene Practices: teaching and prompting proper handwashing, coughing and sneezing etiquette; access to hand sanitizer throughout schools
- 8) Signage: for access, education and reminders
- 9) Enhanced cleaning by custodian: high touch surfaces are disinfected throughout the day
- 10) Training, teaching and Coaching: students learning skills in class to stay safe, all DSBN staff trained before school year on COVI-19 specific health and safety guidelines

- Daily Self-Screening (found on school website the orange tab)
  - 1, 2 or 3 classes outside during fitness/nutrition break. Nutrition break: primary students can eat (not wearing masks), older students are outside when the weather is nice or alternating rows.
  - Plan of Care: reviewing Plan of Care for students with anaphylaxis, asthma, diabetes etc
  - Families Waiting at the door to pick up their child for appointments, dropping off anything etc.
  - Fire Drills will be done – but modified
  - Broken glass – vandalism happening at night. Please call
  - Winter break is different than some of the other boards around...
- Last day of class December 23 (December 24 to January 9 – students return on January 10)

### 3) **Instructional Program**

- Focus on ○ Well Being/Caring Classrooms ○ Digital Citizenship ○Getting to know the learner – curriculum
- Our theme is “1% better every day”. Whether it is with a personal goal, mental health or academic goal
- EQAO will be held this year CCAT for grade 5
- LRT supporting our remote learners and remote learners will be involved in Lockview things as much as possible

### 4) **Family Community**

- Please share with others about Remind and monthly newsletter on website
- Photo Day – individual photo day on Monday, October 25
- spirit wear – will be available on school cash online (t’shirts, long sleeve t’shirts, sweatshirts and hoodies
- Special Lunches (are on “pause” right now) – DSBN is working on a process that is safe
- YMCA in our school again this year
- grade 8 grad hoodies working on...must be all cash online.

Unfortunately, we continue to have no teacher meet and greet.

INTRODUCTIONS WERE MADE AROUND THE TABLE

## 5 **BINGO REPORT – Kelly Nickel**

**Bingo Update**-Bingo is running on a modified basis. To volunteer at Bingo you need a mask and need to be fully vaccinated. Trish and Kelly will be our bingo volunteers for November and December (only one volunteer needed – roles have changed). Volunteers must be fully vaccinated and wear a mask.

6	<p><b>Treasurer’s Report</b></p> <p><b>Available Funds:</b>  SAC General Account \$\$4215.01  SAC – Playspace Account - \$101.91  Bingo Account - \$8349.35  (July Distribution \$984.58)  (August Distribution \$1532.35)</p>
7	<p>OSBIE Insurance Purchased  This insurance is offered to School Councils yearly. It was purchased to add extra protection.</p>
8	<p><b>Questions/Comments/Ideas from the Floor</b>  What’s going well? – your perspective</p> <p>The following comments were made by parents; happy to see Agendas back this year (agendas were given to every student free of charge), transition went well, kudos to students (starting over), kudos to parent positivity, suggestion was made to establish a school beautification group (we do have an ECO school program starting), safety for walking and biking to school, a student said they liked everything about Lockview.</p> <p>Playground – currently being assessed. Students are not allowed on at this time.</p> <p>Library – library has been weeded, the library will be open soon. “Pets” in library, crab, fish, and plants, in relation to curriculum. New books need to be purchased. There are still funds in the Scholastic Book Fair account. Possibility of a remote Book Fair. No books are allowed to go home at this time – RAZ Kids for home reading. DSBN is looking at another company, Spark (inclusivity).</p> <p>Books (new/gently used may be donated to classroom – discuss with class teacher.</p> <p>Picture Day – students in Remote learning will be invited – details to follow.</p> <p>Discussion took place regarding pick up at the end of the day (snow piles).</p> <p>Discussion took place regarding equity (computers, snack program)</p> <p>Student Nutrition Program – Lockview is participating in this program, snacks are available for students. SAC will be asked to donate to this program at a later date.</p> <p>Tech Replacement-schools are on a 5 year cycle. Lockview is in line for replacement next year. Outdated equipment will be removed, each school will receive an allotment of new equipment. Currently there are 3 chromebook carts, one for each division.</p> <p>Discussion took place regarding the role of parent volunteers during Covid-19.</p> <p><b>Teacher wish list</b> – library books, stem/ maker space, Kindergarten equipment for outside</p> <p>The wish list was discussed with teachers at the staff meeting – wish lists will be brought forward at the next meeting.</p> <p><b>GOALS FOR SCHOOL ADVISORY COUNCIL 2021-2022</b> - Message Rosemary Findlay or Trish Houtby.</p>
9	<p>Next Meeting – Virtual - Tuesday, October 27 at 6:30 pm</p>
10	<p>Meeting adjourned at 8:02 pm</p>