

# DRAFT MINUTES



106 Dorset Road, Baie d'Urfe

Governing Board

MINUTES

Thursday, October 15th, 2020 – 5:30 PM

**Attendance:** France Bourassa, Claudia Perez, Rhiannon Sparkes, Sylviane Martinis, Suzanne Black, Tracey McKee, Emma McGillivray, Bill Petersen, Betty Cindric, Lisa Gonsavles, Natalie Maurice, Julie Hanck, Mo Namazi, Mike Besner

**Regrets:** Cristina Baranello, Danielle Nethercott

1. **Approval of Agenda** – Motioned by Claudia Perez. Seconded by Emma McGillivray. All in favor.
2. **Approval of Minutes of May 13th, 2020 meeting** – Motioned by Bill Petersen. Seconded by Emma McGillivray. All in favor.
3. **Public Question Period** – No public present.

#### 4. Reports:

##### 4.1 Principal

We have had a great start to the school year. We are at 327 students and continuing to grow. We welcomed many new families to Dorset this year. The students have settled into their routines with their teachers.

##### Staff Information:

We would like to welcome back Mme. Melissa and Mme. Christina to K. Andrea Schell is back at Dorset in the closed Grade 4 class. We also welcome Elisa De Jean, Gayle Gratton and Christiane Callary as Integration Aides. Jeff Murray will be teaching Physical Education as Mr. Taylor has gone to the school board as the Physical Education consultant. Alison Carruthers and Jessica Bedard join our Resource team. Linda Kollar has retired (but has been busy subbing here at Dorset) and Pary Skarogianis is now teaching at another school.

Claudia Perez will be staff assistant for the 2020-21 school year. She acts as the principal in my absence from the building. She also is a representative for our Anti – Violence and Anti – Bullying Policy.

The Dorset staff has signed up for various committees.

We will continue to receive resource support with our students in the following ways:

2 day Special Education Technician – Kindergarten / Grade 1 – Katrina Gacki

Grade 1 Early Literacy Intervention and French Resource – Jessica Bedard

52% French Resource – Grades 2 – 6 - Keileigh Figsby

### Lockdown, Fire and Emergency Evacuation Drills

We have completed 3 fire drills and 1 lock down.

Our Emergency Preparedness Committee has met to discuss various duties and the binder has been updated as well (and signed by the Regional Director).

## **4.2 Staff**

The staff report will be created and shared at the December meeting.

## **4.3 Parent Rep**

No report.

## **4.4 Home and School**

Home and School are currently planning their AGA. More information to come shortly.

## **4.5 Daycare**

As stated in the Daycare Rules and Regulations, a minimum of 3 daycare parents must request interest in establishing a Daycare Advisory Committee by September 30<sup>th</sup>. No requests have been received.

Due to several parents currently working from home, our Daycare numbers have dropped dramatically. We currently have only 69 regular daycare users. Parents have notified us that they will re-register once their offices re-open.

The daycare is maintaining the classroom bubbles. We have separate equipment and games that are used for each bubble and sanitized between uses. Due to safety guidelines we have suspended our breakfast program.

We held our first Ped Day on September 25<sup>th</sup>. Students enjoyed the virtual “Travel around the World” theme. Registration is currently ongoing for our next Ped Day on October 30<sup>th</sup>. Our theme will be Halloween.

Our daycare is proud to offer a new pick up service called HopHop. HopHop is an app that parents use to alert the daycare when they are en route to pick up their child (ren). We receive a notification alerting us of the parents expected time of arrival. This allows us to have the child ready and waiting upon the parent’s arrival. The app works with

GPS and will adjust times for traffic. We are offering a 2 month free trial period for all daycare parents. The cost is \$21.00 per family yearly. Should there be a school shut down, the subscription will be paused.

#### **4.6 Commissioner**

The Dorset Governing Board would like to take this opportunity to thank Eric Bender for his many years of service. He was truly a valuable member of the team and we wish him all the best.

We would like to welcome Mike Besner to the Dorset Governing Board. We look forward to working with you this year.

#### **5. Business Arising:**

##### **5.1 Field trips:**

Daycare - Our theme for November 20<sup>th</sup> is The Artist in Me. We would like to charge a \$5.00 activity fee to cover the cost of canvases and art supplies. Motioned by Bill Petersen. Seconded by Rhiannon Sparkes. All in favor.

Daycare -Our theme for November 27<sup>th</sup> is Construction. We would like to charge a \$5.00 activity fee to cover the cost of wooden building kits and supplies. Motioned by Sylviane Martinis. Seconded by Rhiannon Sparkes. All in favor.

Graduation T-Shirts:

Grade 6 will be offering Graduation t-shirts and Graduation hoodies for \$35.00. Motioned by Claudia Perez. Seconded by Lisa Gonsalves. All in favor.

##### **5.2 Fundraising:**

No new fundraising at this time. We did raise over \$1800.00 for the Terry Fox Foundation.

#### **6. New Business:**

##### **6.1 Elect Chair and Secretary** (Parent Committee Representatives: Mo Namazi and Julie Hanck - alternate).

Motion to elect Bill Petersen as Governing Board Chair for the 2020-2021 school year by Claudia Perez. Seconded by France Bourassa. All in favor.

Secretary: Lisa Gonsalves. Motioned by Julie Hanck. Seconded by Claudia Perez. All in favor.

**6.2 Appoint community representatives** (Suzanne Black and Tracey McKee).  
Motioned by Sylviane Martinis. Seconded by Betty Cindric. All in favor.

**6.3 Prepare and adopt GB operating budget.** The Dorset Governing Board has been allotted \$423.00 for expenses that may incur. The members were comfortable providing refreshments at meetings.  
Motioned by Emma McGillivray. Seconded by Betty Cindric. All in favor.

**6.4 Internal Rules of Management.**  
Motioned by France Bourassa. Seconded by Julie Hanck. All in favor.

**6.5 Review recommendations from GB annual report.**  
There were no recommendations from the 2019-20 Dorset Elementary Governing Board Annual Report.

**6.6 Establish Daycare Advisory Committee, upon request.**  
There was no demand from the Dorset Daycare Parents to establish a Daycare Advisory Committee for the 2020-21 school year.

**6.7 Emergency Preparedness Plan**  
The binder is complete and has been signed by the Regional Director.  
Motioned by Claudia Perez. Seconded by France Bourassa. All in favor.

**6.8 Schedule GB meeting dates for 2020-2021:**  
October 15th, December 10th, February 18th, May 13th, and June 10th. More meeting dates may be added if needed.

### **6.9 ACGC** (Academic and Career Guidance Content) Plan

Cycle 3: Working with Nancy Battet (will depend on Covid restrictions)

Self-Knowledge (3 aspects)

Personal: Skills workshops, parent – community interviews

Social: Peace Pals

Educational: Skills workshops, my dream career follow up activity

Knowledge of the world of school:

Visit from the guidance counsellor from MacDonald High School (grade 6)

Visit from Continuing Education for Dorset Staff

Visit from CFER

Knowledge of the world of work and community:

Financial (Grade 6)

Career Day (grade 5 & 6)

Motioned by Emma McGillivray. Seconded by Sylviane Martinis. All in favor.

## **6.10 Sexuality Education**

### **Dorset Elementary Sexuality Education Plan**

#### **September 2020 – June 2021**

Amount of hours: 5 – 10 per grade level per year (with the exception of Kindergarten)

Individuals involved: classroom teachers, specialists, spiritual animator, school nurse and community officer

Themes and topics that will be covered through videos, articles, stories, role playing, projects, workshops, weekly messages from the virtue buddies and assemblies.

Cycle I, II & III:

- Identity, gender roles and stereotypes, and social norms
- Safety and protection
- Sexual growth and body image
- Emotional /romantic life
- Pregnancy and birth
- General understanding of sexuality

\*All of these themes will be delivered in an age appropriate manner per level.

Themes of the 2020-21 Virtues:

Sept-Oct.....**COURTESY**

Nov-Dec.....**KINDNESS**

Jan-Feb.....**TOLERANCE**

Mar-Apr.....**ASSERTIVENESS**

May-June.....**CO-OPERATION**

Motioned by Emma McGillivray. Seconded by France Bourassa. All in favor.

## **6.11 Rentals – Fostering Digital Literacy in a Post Truth Era:**

### **A Mixed-Methods Investigation and Pilot Intervention**

Proposal for conducting research at Dorset Elementary by Drs. Krista R. Muis and Adam Dubé, McGill University

Funded by the Canadian Internet Registration Authority and the Social Sciences and Humanities Research Council of Canada

**Challenges and Objectives.** UNESCO (2017) identified the formation of digital literacy skills as one of the most desired outcomes of education. Digital literacy is defined as the ability to use information and communication technologies to find, evaluate, create, and communicate information (Eshet-Alkali, 2012). With vast amounts of information available today, and the urgent need for innovative solutions to global issues, digital literacy has never been more important. Unfortunately, many students across all levels of education lack digital literacy skills (MEES, 2018; Statistics Canada, 2015). This has negative implications with regard to educational and occupational trajectories and long-term ramifications for economic and social impact (OECD, 2016). It is vital to understand how digital literacy develops, identify what facilitates or constrains it, and design instruction to foster it. Our proposed research will address this educational issue and will generate guidelines for improving this essential learning outcome by advancing theory about factors that facilitate or constrain digital literacy, and by developing an intervention to foster digital literacy skills in elementary, secondary, college (CÉGEP), and university students. Our research advances theory and practice by examining what features of web-based learning environments foster perceptions of the truthfulness of content about various socio-scientific topics and designing interventions to foster digital literacy skills.

**Contributions.** Although interventions have been developed to promote digital literacy (Mason et al., 2014; Pretorious, 2018; Wiley et al., 2009; Chang & Duke, 2011), none have taken into account how various features of web-based learning environments may enhance perceptions of the reliability and validity of the information or the quality of its source. Interventions are needed that take these factors into consideration. We propose to interview students across each of the grade levels to assess what web design features play a role in increasing perceptions of the truthfulness of information and quality of the source, and whether and how they differ across educational levels. Results from these interviews will inform the development of interventions designed to foster digital literacy skills in students from elementary school to university.

**Methods.** In the first phase of our research, we will invite teachers across each grade level (from 5 through to CÉGEP) to participate as part of an advisory board. Through Zoom meetings, we would like to establish what teachers are currently doing with regard to digital literacy and ask them what issues they believe need to be addressed. As part of the advisory board, teachers will be paid a stipend for their time (e.g., \$250 each). We anticipate one or two Zoom meetings (45 min max) with teachers (in groups at each school level).

In the second phase, we will lead a discussion with students via Zoom (30-45 minutes max) to assess their beliefs about the Internet, and what makes information “true” or not true on the Internet. Based on their responses, and information gathered from the advisory board, we will develop an intervention (at each school level) to be implemented in the classrooms. Teachers will be provided another stipend (\$250 each) for their time for help with implementation as the researchers will be participating remotely (due to the current pandemic situation). Students will also be paid for their time (\$15 each for the interview, and \$15 for participation in the intervention).

Training will be conducted in class by the researchers (via Zoom) in collaboration with the teachers (max 3 45-minute sessions).

For the intervention, four short texts of varying quality in terms of source (government agency/expert, personal opinion/popular press) and evidence for claims made (low, high) will be developed by the researchers with guidance from teachers. Based on results from interviews with students, we will also create two conditions under which website design features entice (or not) students to believe the content and/or source is more credible (one low in features, one high in features). The topic at each educational level will be chosen with teachers and will be aligned with the current social science curriculum that also includes high rates of misinformation on the Internet. At the end of each text, students will be asked to rate the overall text quality and rank them from most to least credible. We anticipate that this portion will take students approximately 45-60 minutes to complete.

To examine the transferability of the intervention to a new task, application of digital literacy skills will be examined in a two-week delayed task where students will be asked to search for information on the Internet to create an argument or report on another topic chosen by teachers. This task can be conducted as part of a project wherein work can be conducted at home and/or at school.

All grading of work will be conducted by the research team.

**Benefits.** Our project aims to improve digital literacy knowledge and skills among Canadians, targeting students from K-12. We will offer specific guidelines to teachers for scaffolding the development of students' digital literacy skills. We will develop educational frameworks, tools and training programs to be shared across Canada for educators through handbooks and workshops. We will share results with web designers to foster better awareness regarding what web design features falsely increase perceptions of the truthfulness and trustworthiness of information on the Internet.

Motioned by Emma McGillivray. Seconded by Sylviane Martinis. All in favor.

***\*Approved pending approval from the Lester B Pearson School Board.***

## **6.12 Daycare Ped Days**

For 10 or less students registered on a PED day – the Dorset Daycare will close and students will be permitted to register at a sister school (always respecting the Daycare bubbles). Staff will be reassigned as well. Deadlines will be respected and notice will be given to parents if the daycare closes.

Motioned by Sylviane Martinis. Seconded by Rhiannon Sparkes. All in favor.

**7. Correspondence:** There is no correspondence to share or report on.

**8. Date and Times of Meetings:** Please see above. The next Governing Board meeting will take place on December 10th on at 5:30 pm.

**9. Adjournment:** Motioned by at 6:11 by France Bourassa. Seconded by Emma McGillivray. All in favor.