

DUKE SCHOOL COUNCIL MEETING

April 27, 2022

School Council Attendees: Catherine Miller-Mort, Jeff Hackett, Jill Hollingsworth, Miranda Indrigo, Sue Munn, Su Day, Lauren Green, Cara Murphy, Chris Hazard

Duke Staff Attendees: Konstantinos Flegas, Carol Shea

Parents/Caregivers: MJ Starr, Adene Kuchera, Lily, Karen Molloy, Vanessa Sehmra, Kristine Brown, Lily

MEETING MINUTES

Land Acknowledgement: Catherine Miller-Mort

March Meeting Minutes Approval: Moved by Chris Hazard, seconded by Miranda Indrigo

February Meeting Minutes Approval: Moved by Catherine Miller-Mort, seconded by Sue Munn

ADMIN UPDATE: C. Shea

School Start and End times

- Background: pre-COVID, bus routes were re-aligned and new start and end times were mandated for Duke from the board at that time
- During COVID, Duke followed the new entry and exit times; however, timings during the school day had to be adapted because of cohorting requirements (multiple lunch hours, recesses, etc.)
- The schedule must adhere to the time requirements set out in the collective agreements and the Education Act, as follows:
 - 300 instructional minutes for teachers over a five-day cycle
 - No more than 80 minutes supervision over a five-day cycle
 - Must follow a balanced day: 150 instructional minutes between entry and lunch and 150 minutes between lunch and dismissal
- Currently, teacher supervision minutes include the following:
 - 10 minutes pre-entry and 10 minutes post-dismissal schoolyard supervision (non-homeroom/rotary teachers such as music, gym) = 100 minutes
 - Five minutes at entry daily (homeroom teachers) = 25 minutes per week
 - 10 minutes recess supervision with cohorts at least once per day (homeroom teachers) = 55 minutes per week
 - 25 minutes + 55 minutes = 80 minutes supervision for homeroom teachers
- Lunch hour supervision has currently been managed by lunchroom supervisors, administration and support staff (Special Needs Assistance, CYWs, etc.) during COVID
- 2022 – 2023 school year will return to schedule that was developed pre-COVID:
 - Pre-entry supervision
 - Entry
 - Two periods
 - 10-minute morning recess
 - Two periods
 - 55-minute lunch

- Two periods
- 10-minute morning recess
- Two periods
- Duke's early entry creates challenges when trying to find occasional teachers or half-time staff who may want to find additional half-time work at another school, because the schedules are not aligned.
- Duke has been looking at options to shift the start of the school day from 8:20 start to 8:25, which may require a five-minute adjustment in the lunch hour.
- Duke is currently consulting with Employee Services. If changes are required, Duke admin will work with School Council to ensure that the school community is aware and consulted about any changes that need to be made.

Question (A. Kuchera): Do we have a model from before COVID that we can return to?

Answer (C. Shea): The new schedule was introduced just before COVID, so it was never enacted in reality. Staff has been consulted and they think the timing is aligned but need confirmation from Employee Services at the Board. If we need to adjust, this will be done in consultation with School Council.

Question (J. Hollingsworth): Is there opportunity to discuss a 15-minute recesses?

Answer (C. Shea): If we add 10 minutes to recess, this supervision team would need to come out of lunch. Having a longer school day makes it challenging for Duke to find occasional teachers. 55 minute lunch would become a 45 minute lunch; Teachers are guaranteed a 40 minute lunch hour, which would only allow them 2.5 minutes on either side of the lunch hour to get students where they need to be. Duke is unique because of bussing restrictions.

Question (C. Murphy): Were the 150 minutes of teaching time in place during the remote learning time?

Answer (C. Shea): The first session of remote learning did not have mandated minutes. The second session had 180 minutes of instructional time, divided between asynchronous, synchronous and rotary teachers (depending on the grade division)

2022 – 2023 Staffing Model

- Staffing model is developed by admin, staff and with consultation from School Council
- TDSB approves proposed school model, which much be aligned with projected student enrollment
- 2022 – 2023 staff allocation of
 - 42 teachers, reduction of 2.5 from previous year
 - 1.5 VP allocation
 - 2 autism classrooms
 - 6 gifted classrooms
 - 0.5 teacher librarian
 - Waiting to hear about special needs assistant support staff (Lena, Lori, Suzanne)
 - Maintained 3 resource teachers, including Methods and Resource teacher (MART, Ingrid Thompson)

- Reduction of 1 ECE and .5 Educational Assistant (1 EA to support special education resource program at Duke)
- English Program: 3 kindergarten classrooms (2 full classrooms with teacher and ECE; one half-class with teacher only); grade 1/2 classroom; grade 2/3 classroom; grade 3/4 classroom; grade 4/5 classroom; grade 5/6 classroom; grade 6/7 classroom; grade two 7/8 classrooms
- French Immersion: 2 full-day kindergarten programs (one full classroom with teacher and ECE; one half-class with teacher only); two grade 1/2 classrooms; one grade 2/3 classroom; one grade 3 classroom; grade 3/4 classroom; one grade 4/5 classroom; one grade 5/6 classroom; one grade 6/7 classroom; three grade 7/8 classrooms
- Extended French: One grade 6/7/8 classroom
- Middle Immersion: One grade 4/5 classroom
- Gifted: two grade 4/5 classrooms; one grade 5/6; one grade 6; two grade 7/8 classes
- Gifted classes are not currently at capacity to allow for additional placements in the program, which are currently underway
- TDSB anticipates a reduction of almost 100 students at Duke next year
- TDSB calculated an anticipated reduction of almost 100 students, with projected enrollment at 736 students
- Duke is anticipating that numbers may be higher in September when students return and staffing will be adjusted at that point
- Carol anticipates additional returns in September and there may be additional staffing if needed in September

Question (C. Miller-Mort): As staffing is determined, will there be an Opportunity to celebrate teachers who are leaving?

Answer (C. Shea): Staffing is ongoing until closer to the end of June, but admin will share before end of school year.

Pool Update

- Initial repairs were completed, additional repairs were then needed
- Duke had hoped to open the pool in May, however, there is a shortage of aquatics instructors across the board so at this time, there is no staff available to run the program.

Basketball Nets

- Basketball nets are taken up and down every day, in accordance to the pilot program agreed to by the TDSB
- Chains have been added on the nets to keep the balls in play

Open Houses

- Gifted, Middle Immersion and Grade 7 Entry Open Houses are being planned for May (in person)
- Welcome to Kindergarten Open Houses for French Immersion and English streams in June (in person)
- Open Houses will include a short talk and school tour with doors and windows open
- Webpage link will offer introductory information as well

Question (M. Indrigo): Is there an opportunity for parents whose students joined during the pandemic to visit the school?

Answer (C. Shea): Not at this time because of the number of people who would be in the school/staffing requirements.

Question (S. Munn): Do the offers for gifted programs go out before open houses are scheduled?

Answer (C. Shea): Yes, the timing is set so that parents know about placements and have time to review the school before making their decisions.

School Construction

- Construction continues
- Had to move two classrooms of children temporarily to ensure safety during structural work, back in classes now
- Restoration continues and they do not anticipate having to relocate any other classrooms at this time

UPCOMING SCHOOL EVENTS: Konstantinos Flegas

- Asian and Jewish Heritage months will be celebrated in the school during May

Scholastic Book Fair

- May 9 – 11:
- Families able to come in person from 2:45 – 4:30 PM on May 11
- Fundraising opportunity for school, which gets a percentage of sales to purchase more books for the library
- Virtual book fair link as well for those unable to attend in person

EQAO

- Final week of May for grades 3 and 6
- Using e-assessment system (online) this year
- 2 hours for language, 2 for math
- Students will work on the assessments gradually in 30 minute sessions, according to their levels and needs
- Accessibility tools are available for all students and students are given an introductory session to familiarize themselves with the question format and tools
- Open response questions that can be completed online or on paper

Question (S. Munn): Will parents be given a list of accommodations that are available so that they can access for the EQUAO assessments so that they can advocate for their students? There may be students without an identified need who might benefit from accessibility tools and parents might be able to support students in choosing to use those tools.

Answer (K. Flegas): All students will be shown the tools that are available to them and the accessibility accommodations prior to the test through a sample test. Teachers will follow the accommodations in a student's IEP for the test. Admin will provide a link to accommodations

and resources for parents in the April Dash of Duke and recommends that parents raise questions and concerns with their child's teacher or the admin team.

Question (J. Hollingsworth): Will homeroom teachers be giving the tests or will rotary teachers be administering the test?

Answer (K. Flegas): The sessions will be scheduled with the homeroom teachers, with admin and resource teachers there to support students. Testing will be done gradually, in 30-minute sessions, and students can have extended time if needed. EQAO will be administered over several days in short sessions so that students and parents can raise any concerns throughout the process.

Question (S. Munn): What will students who opt out be doing?

Answer (C. Shea): In split grades, students will be integrated into the other class. Admin is looking at scheduling for students who opt out.

Grad Committee Update: Jill Hollingsworth

- Ceremony on Monday, June 27
- Ceremony at Riverdale School on Tuesday, June 28
- Clap out being planned
- Ms O. is putting together packages for grads
- Grad photos have already happened
- Teachers also planning opportunities for grade 7/8 classes to participate together and say goodbye
- Boat cruise letters will be coming out soon
- Every class will have a year end event, but keeping cost in mind for families
- There is no overnight trip for grade 8s this year

Budget Update: Jeff Hackett

- School Council currently has \$30,388 in account
- Pizza lunch: over \$6,000 has been raised to date; we anticipate reaching our fundraising goal after expenses
- Outstanding payments include:
 - Final tech payment
 - \$5k for Spartan Lacrosse
 - \$150 from Duke Cares to support with groceries

Elections Committee: Catherine Miller-Mort

- School Council needs an interim chair from end of June until September elections (CMM leaving Toronto at end of school year)
- Two processes: School Council can select from current members or bring someone in as a point person.
- SC to review and discuss at next meeting
- Volunteers needed for School Council Election Committee by June, to run the 2022 - 2023 School Council elections

- Volunteers cannot plan to run for the 2022 – 2023 School Council
- Elections committee needed by June, because we need to set date in September
- This is a short-term committee—starts in June and goes until election in the Fall (October)

Upcoming Meetings: May 25th, June 22nd