

North Glenmore Elementary PAC



Meeting Minutes from the North Glenmore Elementary Parent Advisory Council May 19, 2020

PAC Executive Present: Jennifer Eberle, Christa Jenn, Becky Furney, Jamie Hudson-Zecchel, Shawna Shoranick

Staff Present: Jared Birkeland, Jill Voros

Parents Present: No parent sign-in due to Zoom Meeting

1. Welcome and Approval of Minutes for March 10, 2020 Meeting

- a. Jamie Hudson-Zecchel made a motion and Christa Jenn seconded the motion to approve the March 10, 2020 meeting minutes

2. Principal Report from Jared Birkeland

- a. Thanks to
 - i. Parents for being supportive, forgiving, and flexible and for their efforts to continue learning at home
 - ii. The NGE staff who are working hard and doing a great job by stepping up to the challenge, coming up with innovative ways to connect with kids and embracing the steep learning curve with new technology – Jared expressed pride in their work
- b. The SD23 plan regarding COVID 19 – presented on PowerPoint
 - i. We are currently in stage 4 of the response plan
 - ii. There were 4 priorities after Spring Break:
 1. A healthy and safe learning and working environment for students, families and employees
 2. Continued services to support children of essential workers
 3. Continued support for vulnerable students needing special assistance
 4. To provide continuity for education opportunities of all students
 - iii. Over the last few weeks, there have been approximately 3 to 7 kids in the building receiving childcare from 8:00 am to 4:00 pm
 1. Kelsey McLellen (Teacher on Call) and CEAs have been providing support
 2. Daycare has been ongoing and will continue
 - iv. Breakfast/Lunch programs
 1. SD23 has provided care packages (two bags of groceries) to SD23 families in need two times per week
 2. This will continue to the end of June
 3. It is now on a weekly basis
 - v. Remote learning has included students meeting with teachers virtually and some provision of homework, but not as much schoolwork as provided in class



- c. The next stage is Stage 3
 - i. On June 1st, 2020, 50% of students will be allowed to return
 - ii. In-class instruction is a voluntary choice for each family
 - iii. 450 families completed the survey that was sent to SD23 families regarding intent to return to school or stay home, but responses are required from 150 more families from NGE
 - iv. Approximately 300 students will return to school two days a week
 - 1. Parents may choose either Monday/Tuesday or Thursday/Friday
 - 2. Wednesdays will be reserved as planning days for the teachers
 - v. Both in-class and remote learning will be offered, and both will look different
 - vi. Childcare will continue to be provided for essential service workers
 - 1. Before and After-school care will be difficult when students return
 - vii. Food programs will continue
 - viii. Increased health and safety measures will be in place
 - 1. Use of technology is uncertain, particularly shared use of chrome pads etc.
 - 2. Once a district decision is made regarding technology use, a safety plan will be prepared and put into place
 - 3. Parents are asked to monitor signs and symptoms of illness
 - 4. Students will be guided to wash hands frequently, which may be difficult in some places at the school, such as portables
 - 5. Custodial staff will now be present at the school during the day, cleaning handles, etc.
 - 6. The daily schedule is still uncertain – start/end times and lunch/recess may be staggered
 - 7. Playgrounds will remain closed for now
 - 8. Classrooms will look different to decrease contact
 - a. It is currently understood that kids are a-symptomatic; passing sicknesses among them is not likely, so the goal is to reduce student density rather than proximity (2-meter distance)
 - 9. No Personal Protective Equipment will be provided, but individuals can bring and use them
 - 10. All students must label their personal items and not share them – a plan is required to implement this policy
- d. Questions from meeting attendees:
 - i. Shawna Shoranick asked about the personal items parents picked up – are we bringing them back to school?
Jared's Answer: We are not anticipating bringing indoor shoes and such; we are referring more to lunch bags, etc.
 - ii. Shawna Shoranick asked if school days of attendance will go by last name
Jared's Answer: Right now, parents are being asked their preferences, so it may be organized by preference
 - iii. Jennifer Eberle asked when parents will be notified of attendance days
Jared's Answer: We are not sure yet
 - 1. We are still sorting which students are coming and in which classes
 - 2. We need answers from parents who did not do the survey



3. For now we are waiting on preferences and if there is no preference, the student will be placed in the smaller group
Jill's Response: We also need more details regarding safety and technology protocols in order to communicate everything to parents
Jared is working on an email for parents
- iv. Jennifer Eberle asked about bussing information
Jared's Answer: At the SD23 level, we are not sure how it will be done
 1. As long as there is distance, bussing should still be provided, but some bus drivers are a concern because of age and contact between the drivers and the students
 2. SD23 is working on a solution
- e. NGE enrollment and staffing
 - i. There are currently 600 students enrolled and applied
 1. We cannot accept out-of-catchment students for grade 1 to 6 yet, and requests may be deferred until August
 2. We anticipate that there will be room for out-of-catchment students
 - a. We were a 24 division but have been bumped to a 26 division
 - b. Two more portables are coming on site
 - ii. Two new teachers have been hired
 1. Erin Burton (grade 2/3) – permanent position
 2. Karin Brett (0.5 ADST Prep)
 - iii. Bri Sproule will be changing schools for next year and we will be hiring a new teacher for the grade 1/2 combined class
 1. Bri is Moving to Chute Lake which is closer to her home
 2. Her position is posted now
 - iv. Another temporary position will be posted for a combined 4/5 class
- f. What does June look like at NGE?
 - i. It will be different
 1. In June there are typically lots of celebrations
 2. It will be hard for staff to maintain same level of teaching partly because of continued remote learning
 3. It is difficult to know what that will look like, but we predict that some of the same learning will happen and there will be more outside time, such as nature walks
 - ii. The focus will be on mental and social health for children
 - iii. There will be no large gatherings (over 50 people) which affects assemblies and large field trips
 - iv. Opportunities to celebrate will be different
 - v. June is in part a rehearsal for September
- g. What does September look like at NGE?
 - i. It is unknown, but we predict is that it will be business as usual
 1. The Provincial Health unit will be observing the summer and make recommendations for the Fall



3. Vice-Principal Report from Jill Voros

- a. Jill is pleased with efforts from all staff
- b. The leadership is currently connecting daily with the team

4. President's Report from Jennifer Eberle

- a. There was no formal meeting in April
- b. There was, however, an emergency Executive PAC Member meeting to discuss Hot Lunch and refunding for the remainder of the term
- c. Thank you to Jamie Hudson-Zecchel and Shawna Shoranick for their efforts in taking care of the finances around Hot Lunch and reimbursements
- d. We have applied for the Gaming Grant for the 2020 enrollment based on last year enrollment, and we anticipate receiving it in September

5. Vice President's Report by Christa Jenn

- e. Christa brought up the new playground for which PAC was raising funds: We are not sure what that looks like, and we anticipate more info in the Fall
 - i. Jared's Response: There have been no updates since Mar 13 – he is not sure if the official announcement regarding the awarded funds for a playground upgrade from SD23 was ever made, so it is sitting in limbo
- f. Jill also mentioned the schoolground fence could have more and some things could be put on it (consider Watson Road, for example)
 - i. This is a discussion item that can be discussed in the Fall

6. Treasurer's Report by Shawna Shoranick

- a. There were many returns that needed to be made for Paypal payments
 - i. It was an 8-hour task to manually do each one
 - ii. \$23,000 was returned to parents
 - iii. Some very lovely families opted not to be refunded (about \$2,800)
 - iv. We are waiting for final numbers until after Year Book orders and payments, but there is about \$1,150 in Paypal
- b. We need to pay \$315 to the Hot Lunch website
 - i. PAC paid for it last year but Shauna is asking for 50/50 payment between PAC and Grade 6 as both use it
- c. Year Book
 - i. Patti Ostrikoff, who coordinates the Year Book and Year Book sales, asked if we can keep the Fun Lunch website open for the week as we should have all the money by next week
 - ii. There was an extension to get photos in by Friday



1. Teachers are working to take Zoom pictures of their classes
- iii. Next year will be Patti's last year, so if there is interest, a new Year Book Coordinator can be trained this year

7. Fun Lunch Report by Jamie Hudson-Zecchel

- a. Jamie left Year Books open on the Fun Lunch website for the week
 - i. There are currently 175 Year Book orders now
- b. Jamie usually starts getting ready for Hot Lunch in August but wonders if she should hold off and wait to hear about whether or not we will be proceeding next year
- c. Discussion about Hot Lunch in the 2020-2021 year:
 - i. Jared replied that we are too far out for the district to consider this yet
 - ii. Jill mentioned that we are waiting on the district's considerations of safe food handling, etc.
 - iii. Jared stated that there is currently no evidence that the virus can be transferred on food or paper products and that there is no danger with paper being passed from person to person
 - iv. Jennifer Eberle suggested a wait and see approach
- d. Further discussion about Year Books:
 - i. Patti asked Jamie to send her a list of the parents who ordered Year Books
 - ii. Patti wondered if we should push out one more email to plug this and asked Jared if it could be included in a school email to which Jared agreed
 - iii. Jennifer asked if yearbooks could be picked up at the school to which Jared agreed
 - iv. Patti stated that some parents had frustration with Hot Lunch site, so those parents may order their Year Book separately
 - v. Jamie mentioned that she received emails from some parents who had difficulties, but she was able to help them
 - vi. Shawna asked if we could ask for cheque payments instead of cash so that she does not have to physically go to the bank, which she cannot do based on banks' reduced operating hours; Patti agreed

8. Fundraiser Coordinator's Report by Tana Hammett

- a. Jennifer Eberle informed the attendees that Tana was unable to attend the meeting, but reported on her behalf that all fundraising is on pause for now

9. PAC Executive Elections by Jennifer Eberle

- a. Current positions available for the 2020-2021 school year:
 - i. Fun Lunch – a second person



- ii. Special Events Coordinator – the position may look different this year, but the Special Events Coordinator typically organizes Dances, Christmas movie and other events
- iii. Spring Fair Coordinator
- b. Jennifer opened the floor to see if there was interest from any attendees for the positions available – there were no responses
- c. Jennifer asked current Executive members about their intent to stay on next year in their current positions:
 - i. Treasurer – Shawna Shoranick will stay on
 - ii. Vice-President – Christa Jenn will stay on
 - iii. Fun Lunch Coordinator – Jamie Hudson-Zecchel is interested in staying on, but possibly in a different role this coming year; if Fun Lunch continues and she coordinates it, she would like to have a second person with her in a partnered position
 - iv. Secretary – Becky Furney will stay on for now
 - v. President – Jennifer Eberle is willing to stay on for now but is interested in helping in other capacities (special events, etc.)

10. Final Items by Jennifer Eberle

- a. Attending parent, Nadir, commented on attending his first meeting and his desire to get to know the PAC a little bit
- b. Next meeting
 - i. PAC discussed whether we should we meet in June
 - 1. We chose June 16th as the meeting date
 - 2. Jill suggested that the school staff could use that meeting to share more information about what September may look like
- c. Jennifer opened the floor for questions
 - i. Some of the attendees' children came on screen to wave and say hi

11. The next meeting is scheduled for June 16th, 2020

12. The meeting adjourned