

**JH Sissons Parent Advisory Council (PAC)
Meeting Notes - FINAL
Wednesday, October 9, 2019**

Attendees: Jeff McConomy Wendy Lahey, Satish Garikaparathi, Lisa McShane, Graham Arts, Alissa Titus, Annie Casson, Carla Leclerc, Rachel Vanderveen, Colleen Tsikira, and Meghan Beveridge

Action Items:

(October 9)

1. PAC will discuss the funding request to cover substitute teacher costs at the Hay River track and field meet in June and Camp de Neige in April at the next PAC meeting, once PAC has a clearer idea of current expenses since last year.
2. Graham will give an updated amount at the next PAC meeting, along with credits and debits of PAC account.
3. Wendy C. and Graham will register with hotlunch.com and will establish a schedule for subway lunches.
4. Colleen will explore other fundraising lunch options.
5. Graham will ask teachers to send out information about how to register to la semaine en revue.
6. Annie could request at the next PAC Chairs that YK1 update their platform so that it is easier to sign up to the school newsletters on the school website (e.g., top of the page, rather than the bottom).
7. Satish will clarify Metro's request for playground equipment ideas at William MacDonald School (as part of the accommodation plan) and suggest that he seek parents' input through la semaine en revue.
8. Annie will keep the survey open and Wendy will provide wording for reminder about survey.
9. Rachel or Jocelyn will do a presentation about the plant sale at the next staff meeting (Nov 5).
10. Jeff will book an evening with Monique to work with teachers.
11. Graham will report about whether the ASAP program will go forward at the next PAC meeting.

(September 11)

1. Graham and Jeff to look into literacy night and propose a date at the next PAC meeting.
2. Graham will ask teachers about their needs for PAC funds.
3. Put the call out again for PAC members, grade reps and chair, including responsibilities of the roles.

(June 13)

1. (Ongoing) Consider asking Centre for Climate Services about funding assistance for a weather station at the school.
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1. Welcome and approval of agenda and previous minutes

- September notes approved.

2. Quick Standing Updates

a. Principal's/PAC Financial Report – Graham

General Information

- Official final enrolment at JHS is 322.

Staffing Update

- Looking for replacement for grade 4 teacher. Resumes coming in. Interviews will be scheduled once a short-list of candidate is created.

Finances

- Budget for PAC is currently \$11,686.

Requests:

- Staff request for funding requests is deferred. Schools managing public funds is shifting, which will give some responsibility to committees of school. Ground rules and prioritization is happening. This process needs to happen before accepting requests for PAC funds.
- PAC could provide funding for track and field meet in June and for camp de neige in April. Funds are needed to cover 2 substitute teachers for each event – totalling about 18 substitute teacher days in total. Cost is \$1,800 for track and field meeting; and \$5,400 for camp de neige.
 - In the past, PAC has covered about \$1800 for the track meet and about \$1500 for camp de neige.
 - **ACTION:** PAC will discuss this funding request at the next PAC meeting, once PAC has a clearer idea of current expenses since last year.
 - **ACTION:** Graham will give an updated amount at the next PAC meeting, along with credits and debits of PAC account.
- Three teachers are interested in forest school training. The school has enough to cover 2 teachers, but PAC could assist with \$1,200 for the third teacher. (\$2,400 for each teacher – registration and substitute)
 - **Motion:** PAC support with \$1,200 to cover remaining costs of third teacher. Motion passed.
 - Question: Are they committed to staying in the north?
School can't treat teachers differently based on how long they plan to stay. Opportunities are available to develop teachers; and this development is part of being able to offer these programs.
- Recommend setting a budget, if receiving requests.

Fundraising:

- Hot lunch program – **ACTION:** Wendy C. and Graham will register with hotlunch.com and will establish a schedule for subway lunches.
 - Question: Why Subway?

Subway is healthier than pizza; Subway doesn't require a lot of parent involvement. Other options could be explored. Willingness of businesses, involvement of parents, and type of packaging are considerations.

ACTION: Colleen will explore other options.

Parent Communications

- Question about communicating with other parents.
The school can't share parents' emails without their consent, but could contact the teachers. The school can push out messages to the parents, along with la semaine en revue.
- **ACTION:** Graham will ask the teachers to send out information about how to register to la semaine en revue.
- **ACTION:** Annie will request at the next PAC Chairs that YK1 update their platform so that it is easier to sign up to the school newsletter on the school website (e.g., top of the page, rather than the bottom).

b. Trustee's Report – Satish

- Total enrolment is 2,160 students in YK1.
- Metro Herculak is looking for ideas for playground equipment at William MacDonald School (as part of the accommodation plan). What kind of equipment would parents like to see? Around \$5,000(?) budget. Could be sports equipment? Loose parts playground.
ACTION: Satish will clarify Metro's request and suggest that he seek parents' input through la semaine en revue.
- YK1 Board members are doing a self-evaluation in November about the extent to which YK1 is achieving its strategic goals. Afterwards, YK1 will review which trustees will represent each school.

c. PAC Chairs meeting update – Annie

- At the PAC chairs meeting (Sept 19), there was no update on the accommodation plan or design of the new school.
- Miki Erlich gave a presentation about the climate change strike. Metro said he would report back on what kids are taught about climate change in the curriculum.
- David W and Metro will meet with the City about a swim program through the schools.
- Next PAC Chairs meeting October 17th. Annie can attend.

3. Hot Topics

a. PAC Survey Results

- 22 respondents.

- **ACTION:** Annie will keep the survey open and Wendy will provide wording for reminder about survey.
- All respondents are interested in attending a family fun night.
- Socio-emotional learning was the top topic for parent information sessions.
- One parent commented about traffic flow. PAC recommends that the school remind parents about the traffic flow pattern and areas.
- Kerry Wheler offered to help with piano accompaniment.

b. Outdoors Committee – Wendy L.

- Steve Ritsma set up new wall tent and also put up the old wall tent with parent help.
- These resources support the CEPA program happening in some classes. Almost every class has asked to be part of the 6-week mentorship opportunities, include JK classes.
 - Will any outcome-based program evaluation?
Graham will review the proposal to see what has already been established.

c. Plant Sale – Rachel

- No updates at this time.
- **ACTION:** Rachel or Jocelyn will do a presentation at the next staff meeting (Nov 5).

d. Parent Information Sessions

- Chantal LaRiviere could do a session on fostering curiosity at home. Establishing possible dates.

e. Promotion of CPF – Jeff

- CPF scheduling a board meeting, likely end of October.

f. Arts at JHS – Jeff

- Jeff spoke to Monique and she is interested in evenings over weekends. Last week of November might be the best. Number of teachers will cover cost.
ACTION: Jeff will book an evening with Monique to work with teachers.

g. Treats for Teachers

- Date for lunch for teachers (lunch for the teachers) – **Friday November 15th**.

h. JHS School renewal – Wendy C./ Tania Hercun

- Accommodation plan is trying to keep the integrity of JHS and of the middle school.

- The design process is going well. JHS gave some recommendations, most of which will be incorporated into architectural design. The ministry design team is listening, especially Barry Ward. (The committee is made up of 2 parents, 2 teachers, and ministry staff). Many things are standard, factors will be integrated, and presumably a design will come back to the school for feedback.
- Next meeting has not been scheduled.
- Committee had asked to see architectural design when ready.

4. Other Items

a. PAC positions for this year

- Grade reps – Carla has volunteered to be the grade rep for grade 2.
- Class representatives could contact the teachers in follow up to PAC meetings.
Ideas from this meeting:
 - Survey
 - Sign up for la semaine en revue
 - Parent list
- Looking for a new chair or co-chair.

b. ASAP program and funding allocation

- Will there be funding for the ASAP program?
ACTION: Graham will report about this at the next PAC meeting.