

Parent Advisory Council (PAC)
Meeting Notes
Wednesday, December 12, 2018
7 pm at JH Sissons Music Room

Present: John Stephenson, Lisa McShane, Wendy Campeau, Rachell Simmons, Brigitte Rivet, Wendy Lahey, Katherine Harris, Meghan Beveridge

Action Items (December 12):

1. PAC to discuss at March 2019 meeting how PAC funds should be spent.
2. Lisa will send the hot topics communication to Brigitte by Friday as a pdf.
3. Wendy L. will follow up with Greg Scogie about his shop class building a wood box.
4. John S. will follow up with Martin Male about conducting a Google classroom parent information night.
5. Add in the newsletter information about the need for a CPF representative, including the benefit of involvement (funding benefit, national organization, etc.).
6. PAC to discuss access to visual arts (currently no visual art room) – visual art carts, supplies, mentorship/training

(Nov 14)

1. Rachell will forward names of parents who asked about lunch fundraisers so PAC can ask if they are interested in organizing.
2. Wendy will follow up at the next PAC Chairs meeting about interest and logistics for a parent information session on Google Classroom.
3. Wendy can put a call out to people who expressed interest in the walking school bus concept in the survey.

(Oct 2018)

1. Wendy C. will suggest dates to school administration for lunch fundraisers (one per month), which will now be arranged by the PAC.
2. Wendy L. will invite Byron Fitzky to be in charge of set up/take down of the wall annually.
3. Brigitte or Rachell will review instructions for operating wood stove and translate them to be hung in the wall tent.

(Sept 2018)

1. Wendy to ask for an update on drilling report at the September PAC Chairs meeting (report not received by October).
2. Wendy to inquire about type of signs (drug free zone) at the September PAC Chairs meeting.

(June 2018)

1. A communication package for new families, including types of events and when, PAC, resources available, etc. is in progress.
2. Get the video/images of wall-tent take down process (so that process is reproducible for the future) from the contractor.

3. Miki will ask Centre for Climate Services about funding assistance for a weather station at the school.
 4. Before the next PAC meeting, visit new gym and classrooms at Allain St Cyr to give idea of what could look like at Sissons.
 5. PAC to write letter to Metro to commend Brigitte.
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1. Welcome and approval of agenda and previous minutes

- November 14, 2018 minutes approved. No changes.

2. Quick standing updates

a. Principal's/PAC Financial report - Rachell

Academic Evaluations

- English Language Arts (ELA) –District Wide Write (DWW) completed for grade 3s until spring
- French Language Arts (FLA) – Completion of the Reading Strategies Assessment, grades 2-5
- FLA – Phonological Awareness

Professional Development Sessions/Training

- Nov 16 – grade 3 mentorship program
- Nov 20 – CPI (non-violent crisis intervention) training completed by three YK1 staff (Jody, Craig, Brigitte). The certification allows them to become trainers for the district.
- Nov 20/21 – Sessions with Robyn Combres (behavioural therapist) and Terry Duncan (Autism Association Director, Edmonton) for two valuable days to observe identified students and debrief with teachers.
- Nov 20/21 – parent-teacher interviews
- Nov 26 – George Corus – looking at education with different lenses
- Nov 27 – CPI training
- Nov 28 – Science mentorship and report card change: The science part of report cards is shifting to focus on skills expected rather than knowledge. Teachers comment on a minimum of two outcomes out of four. The skill set is the same from grade to grade instead of theme (knowledge) based that changes from grade to grade. It doesn't matter what a student studying, the student is using the same skills (e.g., investigating).

General Information

- Students in grades 3-5 sang at Avens Manor, December 11/12. Students commented on the elders being happy the students were there.
- The PAC staff appreciation luncheon went well and was appreciated.
- 1st dance group presentation and YWCA donation presentation went well; a bake sale was held to raise \$ for YWCA.
- PAC movie night – see discussion below.
- Piano playing in the morning – lots of enthusiasm (players don't have to play Christmas songs)

Upcoming events

- Dec 19 – Winter concert (11 am JK/K; 6:30 pm grades 1-3)
- Dec 20 – Individual classroom celebrations; school movie (grade separation)
- Library event to recognize work completed this past summer is being moved to January.

Financial report

- Expect another \$150 expense for the wood, and juice (under \$200)
- Motion for PAC to purchase Carr McLean furniture (for library) for \$887.25. All agreed.
- Motion for PAC to fund two parent nights at district office (total \$300) in late January: (1) math (JK-2) and (2) math grades 3-8.
- Literacy night is postponed to February 11.
- February 7 will be the JK/K information night.
- **ACTION:** PAC to discuss at March 2019 meeting how PAC funds should be spent.

b. Trustee's report – John

- Capital planning update:
 - The roof at William Mac is leaking; YK1 Board is lobbying govt to deal with it.
 - The boiler at Sir John Franklin (SJF) has a crack – might be weldable or it will have to be replaced.
 - YK1 Board is meeting with YK MLAs regarding long-term planning for YK1.
 - Sissons school – A public meeting is being scheduled for the new year. Trustees met with the Minister of Education, Culture and Employment (ECE) last week. There was agreement that the department and the Board would together present to the public and district staff in the new year. A communiqué will be sent next week about this topic. The drilling report will be shared at meeting. The superintendent has been keeping principals apprised. All decisions will be shared at the public meeting. There will be no changes until the 2020/21 school year. The current year would be preliminary planning. So, there is lots of time to provide input toward coming up the best plan to make it happen.
- 4-year terms – At October election, Yellowknife voters approved the bylaw to extend Council terms to 4 year terms. YK1 has always been in sync with municipal Council and will be putting forward a motion in January to request to the ECE Minister to amend the *Education Act* to change the term from 3 to 4 years. This motion will be debated and voted upon by our trustees.

c. Communications report – Lisa

- Hot topics communications – wall tent; communications about the school; treats for the teacher; fundraising pasta/movie; road/parking change. It will also thank Julian (road safety), Tania (pasta lunch), Kaja (lunch for teachers).

ACTION: Lisa will send the hot topics communication to Brigitte by Friday as a pdf.

3. Hot Topics

a. Outdoor Committee

- The damage to the wall tent was fixed by Kerry, Wendy L, and Donovan Boucher.
- PAC is working to have half a cord of wood delivered to the wall tent for stove.
- Outdoor committee (Kerry and Wendy) met with teachers (Nov 29). Teachers are excited to have help and want regular meetings to talk about ideas. Hoping to have some mentorship of teachers about forest and nature schools, and use of stove and axe.
- Wall tent over Christmas: It could be locked up and volunteers could walk by regularly; or the doors could be taken off and the stove taken out over the holidays. A locked box could be brought in to store the wood and could ask the high school shop class to build one (teacher Greg Scogie). Sissons has the (treated) wood, just need hinges. **Action:** Wendy L. will follow up with Greg Scogie about his shop class building a wood box.

b. Plant Sale

- The February 7th staff meeting will be a follow up info session with teachers and will include a formal sign up sheet for teachers to indicate interest.
- More volunteers will be needed. Teachers and students did a lot last year and hoping this can happen again last year.
- All emails are drafted. Last year, class planting was organized differently compared to previous years (parents and teachers self-scheduling within date ranges) and seemed to be successful.

c. Parent Information Sessions

- See above.
- Google classroom parent info night (district wide) – Wendy L. is waiting to hear back from Martin Male. **Action:** John S. will follow up with Martin Male about conducting a Google classroom parent information night. It would be useful to have a sign up sheet to find out how many parents interested.

d. Walking School Bus

- No update.
- One suggestion is have a business incentive program where businesses donate some of their staff's time to help with the walking school bus.

e. Promotion of CPF

- A CPF representative is still need. **Action:** Add in the newsletter information about the need for a CPF representative, including the benefit of involvement (funding benefit, national organization, etc.).

f. JHS School renewal – see above

g. Safety – restricted parking update – no new information.

4. Other Items

- a. **Approval for expense of furniture** – approved
 - b. **Movie night lessons learned**
 - i. Successful fundraiser.
 - ii. Lots of energy in room.
 - iii. Parents should consider whether their children can handle a full movie; or ask parents for their contact information; ask YWCA staff to help monitor the kids; the younger kids were harder to handle; could limit ages of parents; shift it to a Saturday afternoon; be explicit about expectations of volunteer parents (email or meeting in advance); ask teachers to help them burn energy off outside in advance; do separate movies (JK-1/or 2; and 1-5, depending on the movies); suggest parents attend if have younger children; ground rules at the start.
 - iv. January 24 is next movie scheduled (no school on Jan 25) for grade 1-5 (not JK/K)
 - c. **Next meeting topic – Action:** PAC to discuss access to visual arts (currently no visual art room) – visual art carts, supplies, mentorship/training
- 5. Review of Action Items from previous meeting**