

Parent Advisory Council (PAC)
Meeting Notes – FINAL
Wednesday, June 13, 2018
7 pm at Sissons Music Room

Present: Lisa McShane, Allan Shortt, Jean-Marie Mariez, Wendy Campeau, Wendy Lahey, Brigitte Rivet, Katherine Harris, Meghan Beveridge, Miki Erlich

Action Items:

1. Send communication about Mabel Label fundraiser in August or beginning of September.
 2. Hold any further project ideas for funding until the fall to ensure all current commitments are covered.
 3. Brigitte will contact Mike Gibbons about PAC documents being referenced under the PAC weblink on the Sissons website.
 4. Wendy C. will contact Ozgur about whether something Sissons-specific has been started, and consider creating communication package for new families, including types of events and when, PAC, resources available, etc.
 5. Communicate book sale dates to Jean-Marie, who could organize ahead of time.
 6. Take video of wall-tent take down process so that process is reproducible for the future.
 7. Miki will ask Centre for Climate Services about funding assistance for a weather station at the school.
 8. Send a reminder to parents about volunteering for the teachers' lunch on Friday June 15th.
 9. Allan will talk to Metro about the status of the land use permit application.
 10. Katherine will check registry for the land use application and circulate to PAC once submitted.
 11. Katherine will draft a letter about the proposed drilling pattern by Friday, circulate letter or concept with PAC members, and post draft letter for parent comment.
 12. Notice about letter should be included in the Sissons bulletin on Sunday night (Lisa will write blurb).
 13. Allan will send drilling diagram to PAC chairs.
 14. Hold a PAC planning meeting in summer (ahead of the school year). Wendy C will find a time (likely week of August 6th).
 15. Schedule next year's meetings on second Wednesday of each month.
 16. Before the next PAC meeting, visit new gym and classrooms at Allain St Cyr to give idea of what could look like at Sissons.
 17. PAC to write letter to Metro to commend Brigitte.
-

1. **Welcome and approval of agenda and minutes (May)**

- no additions

2. **Quick Standing Updates**

a. **Principal's/PAC Financial Report**

Academic evaluations

- End of year summative assessments (oral production, reading, writing, math) are almost complete

General information

- The Library Project is on full force and should be completed by mid summer. Jean-Marie Mariez applied for special funding and received funds to add to our collection in the library. Material has been received and additional staff will be hired on a short-term basis to complete the work. Up to 5 people working in the library. When complete, the staff will move to the William MacDonald library.
- Loose park equipment was received and installed by treeline in May.
- Staffing for next year is ongoing. There are a few last minute changes since the PAC chairs meeting. So far, 6 new staff (including junior kindergarten (JK)) have been hired. Vacancies are due to maternity leaves and deferred leaves. One new JK position. Another teaching position would be beneficial. It is confirmed that Rachell Simmons will be back as school principal for the 2018-19 academic year.

Financial Report

*Funds raised do not account for expenses

- PAC Summer Dance raised: \$1,294
- Mabel Labels raised: \$77.74.
Action: Send communication about Mabel Label fundraiser in August or beginning of September.
- Plant sale raised: \$3,839.35
- March Movie raised: \$689
- Suggestion to to cover costs of teachers to attend Hay River Track Meet funding. But PAC has committed to cover some Camp de Neige costs, which haven't come out of budget yet.
- **Action:** Hold any further project ideas for funding until the fall to ensure all current commitments are covered.

b. **Trustee's Report**

Enrollment Update

- There are 2,100-2,150 students anticipated for the Yellowknife school district (YK1). YK1 has contingency funding for additional classrooms/teaching position(s), which will be assessed again in the fall.
- At Sissons, 347 students are registered so far (61 in JK). Sissons is over 100% for enrollment. If all schools were 100%, the total number of students in YK1 would be 2,493.
- For November, Ecole Allain St Cyr will be moved out of William Mac.
- There was a recent presentation to the Board on Successes in Science.

- The Board met with the ECE Minister and her colleagues, who were open and transparent. She wants to visit the schools. She knows the capital plan needs to get Sissons rolling. Asked Trustees and staff – better to keep PTs or EAs.

Educational Technology (ET) Update (see Appendix)

- Wanting to know whether it makes a difference in the classroom. Up to 86 teachers in YK1 are using Google Classroom.
See recent CBC show, Spark, hosted a show about Google Classroom (<http://www.cbc.ca/radio/spark/as-google-for-education-tools-enter-classrooms-across-canada-some-parents-are-asking-to-opt-out-1.4694939>).

c. Communications Report

- Lessons learned?
 - Nice to do a monthly “hot topics” (a page in the bulletin or separately) – Despite intention, it was challenging to maintain monthly schedule. Useful to have a schedule for hot topics. Helpful to send it right before the next PAC meeting to remind parents.
 - Minutes have been posted – Availability of the PAC meeting minutes could be mentioned in the bulletin. Also, there could be a note under the PAC weblink. Minutes are also posted in the boot room. Next year they could also post them outside for parents who don’t come into the school (idea for next year: use write in the rain paper, or a plastic cover).
Action: Brigitte will contact Mike Gibbons about PAC documents being referenced under the PAC weblink on the Sissons website.
 - Sissons Facebook could post PAC documents.
- End of year PAC bulletin could be a summary of PAC activities over the past year.
- “New parents” communication? – YK1 does this. Specific Sissons guide/resources list for new families could also be created.
Action: Wendy C. will contact Ozgur about whether something Sissons-specific has been started, and consider creating communication package for new families, including types of events and when, PAC, resources available, etc.
- Book sale – could include more French books during to Scholastics book sales.
Action: Communicate book sale dates to Jean-Marie, who could organize ahead of time.

3. Hot Topics (30 minutes)

a. Outdoors Committee - wall tent, weather station & outdoor gardens

Wall tent

- \$4,000 was the cost of the wall tent. Its storage with YK1 (Elvis Beaudoin) needs to be confirmed. Contractors are hired to take it down (after Indigenous Day); parents, Elvis and staff could be involved or observe – put work request into YK1. The additional cost to take it down needs to be in PAC budget.
Action: Take video of wall-tent take down process so that process is reproducible for the future.

- There was a “wall tent” meeting with 4 teachers to hear their concerns and document their suggestions. Teachers have voiced concern about the tent’s location (access to water, bathroom, etc.). Ideas:
 - Pee-only toilet (some teachers would use it, others would not; but it would have to be cleaned);
 - Could purchase a portable potty (Iugaloo).
 - Have tent closer next year (trial in a different spot).
 - Invest in a wagon to drag supplies.
 - Purchase Coleman stove to make tea, etc;
 - Portable table and chairs for elders.
 - Bins for storage (for bannock supplies, paper, clip boards, etc.).
 - Fire pit (permits, portable? – needs more consideration – need fire marshall).
 - Celebrate new seasons, have elders present.
 - Teachers suggested a “brown bag” lunch and invite parents as a welcome back event in September. This could be a grand opening for the wall tent
- **Motion:** Use PAC budget to cover: Coleman stove (propane, less flammable, butane – leave in shed), table, chairs, 2 wagons, toilet, storage bins, fire pit, few pots.
Motion to use PAC budget up to \$1500 passed.
- Set up again in August or September.

Weather station

- PAC chairs met with CasCom about setting up a weather station at Sissons. PAC could contribute funds; other funding also might be available such as from the Centre for Climate Services
ACTION: Miki will ask Centre for Climate Services about funding assistance for a weather station.
- Placement of the weather station would require consideration (placed for real-time wind chill at Sissons, set up in sheltered playground to indicate the temperature in the playground, on wall facing playground)
- Communication about the weather station should tie to the grade 5 curriculum.
- An anemometer could be considered, but it can’t trend weather and, therefore, wouldn’t contribute to grade 5 curriculum as well.
- PAC is no longer considering doing a cold weather waiver.
- In follow up to past PAC discussion, YK1 is not developing a new cold weather policy.

Picnic table

- The picnic tables outside need to be stained. PAC could put a call out to parents to volunteer to stain them.

b. Plant Sale - how did the fundraiser do?

- The sale went well and earned \$3,839.35. Feedback was positive.
- Seedling planting went well. Timing of germination
- Some of the timers in the light stand didn’t work well; it’s helpful if teachers tell organizers when not working.

- Clearer communication about where the plant sale funds go would be valuable: meant to benefit the whole school.
- There could be a call for applications to use the funds or solicitation of ideas for how to use the funds (dependent on how much is raised each year).

c. Parent Information Sessions - looking for topics and volunteers, EI one week session in August could be offered

- Potential topics were discussed at the last PAC meeting.
- Danika proposed a 1-week emotional intelligence session in August. Would be \$1000 per person with a 6-person limit. Some parents might be interested. Teachers would be covered by PD funds.

d. Walking School Bus

- There have been many emails exchanged about the walking school bus, but it didn't really happen. Routes were developed but no one was able to take it further. A question was raised about whether there are enough people to make it happen here (especially from a safety perspective). 30-40 names – half would walk, half would bike. But there are safety concerns about biking.
- \$400 was raised and was to be used to buy vests. Money will be returned (June Get Active initiative).
- Concept will be re-evaluated next year.

e. Promotion of CPF - what are some upcoming events

- CPF is organizing a camp this summer at Mildred Hall.
- Lunch arranged for teachers this Friday.
Action: Send a reminder to parents about volunteering for the teachers' lunch on Friday June 15th.

f. JHS School renewal - geotechnical drilling update

- Geotechnical drilling will happen this summer to establish the best site for a new Sissons school. There are no available geotechnical records for construction of original Sissons building. Once drilling is done, there should be some options presented/refined for consideration.
- The drilling will have to consider the powerline running down the middle of the parking lot when drilling/ building; it would need to be rerouted if want to build there.
- Why is drilling planned in the main play area? Parental concern has been voiced about maintaining that area as a play area in the long term.
- It seems that nothing has been submitted to MVLWB about the proposed drilling. There is a 42 day process, including comment period. So begs question about timing of drilling in July.
- Drill rig is 12' long, 8' wide and access will not require removal of vegetation.
Action: Allan will talk to Metro about the status of the land use permit application.

Action: Katherine will check registry for the land use application and circulate to PAC once submitted.

- **Motion:** PAC write letter about avoiding the playground area (where monkey bars, slide, towards rock and trees) for consideration of building.
 - cc John Stephenson (YK1 Board).
 - PAC is not taking a position on location, but requesting that all options be taken into consideration. PAC would like all alternatives to be explored to consider disruption to Sissons and other schools' students.
 - Highlight concern about the amount of drilling pattern in the playground area because considered a no-go zone by parents.

Action: Katherine will draft letter about the proposed drilling pattern by Friday, circulate draft letter with PAC members for comment.

Action: Notice about letter should be included in the Sissons bulletin on Sunday night (Lisa will write blurb).

Action: Allan will send drilling diagram to PAC chairs.

4. Other Items

a. Interest in positions for next year's PAC committee

- Wendy C. – communications. Organize info nights, etc.
- Meghan – secretary
- Wendy L./Katherine – co-chairs

Action: Hold planning meeting in summer (ahead of the school year). Wendy C will find a time (likely week of August 6th).

Action: Start meetings second Wednesday of each month.

Action: Before next PAC meeting, visit new gym and classrooms at Allain St Cyr to give idea of what could look like at Sissons.

Action: PAC to write letter to Metro to commend Brigitte.

Appendix – Technology Update

A lot of our technology use has stayed the same over the last few months. Our *ChromeBook* carts are mostly used to support the teaching and to reduce our paper consumption. Many teachers are using the *Google Classroom* platform to share information and assignments with students, as well as to effectively collect their work. Multiple teachers regularly use websites such as *Class Dojo* to communicate with parents, as well as share pictures and videos of what they are doing in class. A few teachers are also using their personal tablets in the classrooms to do various tasks, such as filming students, have the students make videos, use applications during centres, etc. A few classes have BYOD (Bring Your Own Device) afternoons as rewards. In April, one teacher organized an after school program activity on coding using *Scratch*. Twelve students were signed up and completed a series of lessons in French using a resource from *Fondation de la Commission scolaire de Montreal*.

While participating in the Great Waters Challenge, one class got to experience video conferencing using the Zoom platform. They were able to talk to a class from Squamish, BC and one of the organizing members in Toronto, OC. They were also able to talk to the

The Water Brothers, Tyler and Alex Miffin, about their documentary series and different water issues around the world.

A few websites that are often explored by the classes are BrainPop, IXL, NetMath, and Reading A to Z. Many of these websites have components where students can review notions and work on them at home.

Finally, we communicate to parents using the school website, emails, and our FaceBook School Page.