

**Ecole Springfield Heights School Parent Advisory Council  
PAC Minutes – April 2021**

**Date:** Tuesday, April 20, 2021

**Time:** 6:30 p.m.

**Attendance:** Tanis Ziprick, Pam Alexander, Deidre Smith, Corinna Ducharme, Mike Fuellbrandt, Arron Northwood, Diana Tabor, Leslie Dent, Lesley Hall, Jana Lane, A.D. Zallack

**Chairperson:** Morgan Fraser

**Recorder:** Diana Tabor

AGENDA ITEMS	DISCUSSION	ACTION TAKEN
<b>1.0 Called to Order</b>	Lesley called the meeting to order at 6:30pm.	
<b>2.0 Chairperson's Report</b>	<ul style="list-style-type: none"> <li>• Nothing to report.</li> </ul>	
<b>3.0 Admin Report</b>	<p><b>1.Upcoming Dates to be aware of:</b></p> <p>April 23 - School Plan Day (coordinated day)</p> <p><b>2. Emergency Response Plan</b> – we have a number of regularly scheduled fire drills to complete when the weather warms up to meet our mandate of 10/year. We have completed both lock down and hold and secure drills for the year. We have one more bus evacuation that is occurred April 8 &amp; 9 to ensure our two drills/year have been met.</p> <p><b>3. Class Configurations and Class Lists for 2021-2022</b>– We are still waiting for confirmation as to class configurations, but SHS will continue to have a mix of single grade and combined classrooms due to current enrollment as per common practice across the division. The following are all considered when determining student placement and class lists:</p> <ul style="list-style-type: none"> <li>• Student academics and social functioning</li> <li>• Staff knowledge of social interactions and dynamics between individuals and groups and students</li> </ul>	

	<ul style="list-style-type: none"><li>• Match with class configuration and staffing allotment from our school division</li><li>• Male/female ratio</li><li>• Placement of students new to SHS</li></ul> <p>**This rationale will be outlined to parents in the e-memos to come. If parents are planning to make a request due to academic rationale, the request must be made within the timeline stated in the e-memo information to families. April 30-May 10</p> <p><b>4. Staff Learning this month:</b></p> <p>-School Plan Day (April 23), where we look at the indicators for this year, as well as data to report out on the progress we have made with our goals for the year. As a reminder, these goals align with divisional goals, which align with provincial goals.</p> <p>-Staff are still engaged in professional learning on Inquiry Based Learning, as well as Outdoor Learning Experiences</p> <p><b>5. Gr 5 Farewell</b> – no updates since our March PAC meeting. We are currently collaborating with all Early Years Schools in our division to reformat Grade 5 farewell. Conversations include looking to Public Health to determine whether visitors can be in the school, or if guests need to be limited. Conversations also include making this a smaller event than our Middle Years, and particularly our Senior Years have for Graduation. Stay tuned as we will be putting an email out to grade 5 families at the beginning of June (or sooner if possible).</p>	
<p><b>4.0 Financial Report</b> (Deidre Smith)</p>	<ul style="list-style-type: none"><li>• Nothing new to report.</li></ul>	

<b>5.0 Fundraising Report</b>	<ul style="list-style-type: none"><li>• Domino Pizza deal May 17-23-information will be sent out to families via email.</li><li>• The raffle fundraiser application has been submitted to Lotteries and will start soon.</li></ul>	
<b>6.0 Lunch Program Report</b> (Mike Fuellbrandt)	<ul style="list-style-type: none"><li>• Next Meeting in May.</li></ul>	
<b>7.0 English sub-group Report</b>	<ul style="list-style-type: none"><li>• Nothing to report</li></ul>	
<b>8.0 French sub-group Report</b>	<ul style="list-style-type: none"><li>• Nothing to report</li></ul>	
<b>9.0 New Business / Round Table Discussion</b> (open)	<ul style="list-style-type: none"><li>• Nothing to report</li></ul>	<ul style="list-style-type: none"><li>• Motion put forward to provide a Staff appreciation lunch.</li><li>• Motion passed</li></ul>
<b>10.0 Meeting Adjourned</b>	<ul style="list-style-type: none"><li>• Meeting adjourned at 7:15pm</li><li>• The next PAC meeting is Tuesday, May 18th at 6:30pm via Microsoft Teams.</li></ul>	