

## Ecole Springfield Heights School Parent Advisory Council PAC Minutes – September 21, 2021

**Date:** Tuesday, June 15, 2021

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

**Attendance:** Tanis Ziprick, Carrie Gillis, Jessica Lizotte, Lesley Hall, Jana Lane, A.D Zallack, Diana Tabor, Jacquelynn Sharman, Corinna Ducharme, Ashley Klassen

**Chairperson:** Lesley Hall

**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>1. Current Enrollment – approximately 453 students</p> <p>2. Current Staff –32 teachers (includes some 0.5 staff), 6 Educational Assistants, 1 Youth Care Worker, 1 library technician, 1 ENIP facilitator, 2 secretarial staff members, 2 custodians &amp; 2 custodial aides</p> <p>3. Staff new to the building – Mme Banman (mat leave for Mme Kristyn G all year), Mme Bemister (mat leave for Mme Jackson all year), Mme Brin (mat leave for Mme Jones for the rest of the year), Mme Cole (mat leave for Mme Koop all year), Mr. Bender (Gr 2-3 combined English all year), Ms. Veerpal (term for Ms. Morrow until Christmas or until she is able to return to SH)</p> <p>4. Introduction of Ms. Gillis (brief sharing of previous portfolios)</p> <p>Sharing by Mrs. Ziprick (brief sharing of previous portfolios for those that have joined PAC since her first year)</p> <p>5. ESHS "Welcoming Students Back" document – please review all information; link is found on our website; this document aligns with the divisional document that was sent to all families, with specific logistical information for our SH families</p>	

6. Life Threatening Allergies – nut free school, notes are in process of being sent home for those students w/ LTAs. Stop signs outside of each door are posted to identify food allergies in that room.

7. E-memo and electronic information – we will continue with this format. Please ensure we have your most recent contact information so you can receive weekly updates, as well as PAC notices to families, and newsletters electronically. You will also need to access your report cards through our Tyler parent portal, so having an updated email on file with us at the school is key.

8. School Events –the majority of our events have been paused until COVID restrictions with respect to large gatherings, have been revised (including, but not limited to our Halloween Parade, Remembrance Day Assembly, Christmas Concerts, English Evening, Festival d 'Hiver, Grade 5 Day Camp, WSO event for Grades 4-5 students, individual class field trips etc.) Our staff are working diligently and creatively to see how we could have other events through Teams or send small videos through emails/Flip grid. Stay tuned for more details.

9. Twitter Account – all schools in RETSD are in the process of creating Twitter accounts to highlight information, updates and showcase learning moments going on in their schools. Schools will not be posting student pictures.

10. Potentially Sensitive Outcomes in Health – teachers will be covering PSO in health during the year. All have received divisional training in these areas. Please refer to curriculum documents online.

11. School Plan Goals: All line up with our divisional priorities. Please refer to a copy of the community report that went home in June. We are concentrating on three main priorities. If you did not receive the community report in June, please contact the office and they will e-mail you a copy.

	<p>12. School Based Fundraisers – ESHS will attempt to have a school-based fundraiser this year, depending on restrictions in the new year. The target month is January, with hopes that the fundraiser can be done on-line, to limit the amount of exchange of papers/monies.</p> <p>13. PAC Fundraisers – the same criteria would apply; all fundraisers would need to be done online, with no collecting or distributing of paperwork/fundraising items.</p> <p>11. Wish List for the building: Teachers value the individual classroom sums of money</p>	
<p><b>4.0 Financial Report</b> (Jana Lane)</p>	<ul style="list-style-type: none"> <li>• Pending</li> </ul>	
<p><b>5.0 Fundraising Report</b></p>	<ul style="list-style-type: none"> <li>• Fundraising continues to be a challenge as it still needs to be contactless and paperless. PAC will go ahead with an online raffle through Funding Change. We are waiting for the approved lottery license. Raffles will take place October 22, October 29 and November 3.</li> </ul>	
<p><b>6.0 Lunch Program Report</b> (Jessica Lizotte and Kathy Holmes)</p>	<ul style="list-style-type: none"> <li>• In need of supervisors.</li> <li>• Budget has been approved.</li> </ul>	
<p><b>7.0 English sub-group Report</b></p>	<ul style="list-style-type: none"> <li>• Motion to give \$100 of English PAC funds to each English language class for classroom supports.</li> </ul>	<p>Motion approved</p>
<p><b>8.0 French sub-group Report</b></p>	<ul style="list-style-type: none"> <li>• Nothing to report</li> </ul>	
<p><b>9.0 New Business / Round Table Discussion</b> (open)</p>	<ul style="list-style-type: none"> <li>• Discussion around how to occupy kids during the inside portion of the lunch hour.</li> </ul>	
<p><b>10.0 Meeting Adjourned</b></p>	<ul style="list-style-type: none"> <li>• Meeting adjourned at 7:20pm</li> </ul>	