

PARISH EDUCATION COMMITTEE

MINUTES OF MEETING held on August 18, 2020 at 4:00pm

Present:

1. Ana-Maria Hobrough (“AH”)
 2. Alaine Maxwell (“AM”)
 3. Sean Greenhalgh (“SG”)
 4. Karen Carteri (“KC”)
 5. Fr. Miguel Segura (“MS”)
 6. Reine Mykyte (“RM”)
 7. Kathy Johnson (“KJ”)
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1. Approval of Agenda
 - (a) Agenda proposed by AH - Pastor update; Finance Update; Nominations update; Maintenance Update; Principal’s Update, focused mainly on Return to School Planning - Hot lunch, parent participations, masks, specialists, after school club, landscaping, introducing families back to the school.
2. Minutes of May and June meetings (KC) – May and June to be circulated by email for approval
3. Updates
 - (a) Pastor (MS)
 - (i) Confirmations done, and most communions done
 - (ii) Baptisms will also be done on Saturdays starting soon
 - (iii) Going to speaking with the catechists and RM about plans for working with the school for sacrament preparation, yet to be confirmed
 - (iv) Discussions with RM about school use of the downstairs rooms of the church
 - (v) AH proposal of using teachers as instructors for sacrament preparation, MS considering working with teachers
 - (b) Finance (SG)
 - (i) End of year information, revenues were \$70,000 above expected
 - (c) Nominations (KC) – Call for nominations to be sent by end of next week

- (i) We have 3 elected position to be filled, one vacancy, and one pastor appointment to be filled. PEC could have a second pastor appointment.
 - (ii) We have a bit of interest expressed so far, but none yet have finance skills required.
 - In call for nominations to be issued next week, will be focusing on request for interest from individuals with finance experience
 - (d) Maintenance (RM) – root work is substantially complete, but it destroyed the woodchips in the big toy.
 - (i) RM is getting a quote for rubber flooring for the big toy area and quoting contractor is saying that it can be done by start of school.
 - SG confirmed wood chips were less expensive, but needed to be replaced or topped up every two years.
 - RM confirmed that wood chips are dirtier, are picked up by the kids, wood surround can be slippery.
 - AH requested quote for playground as soon as possible, to be circulated for approval.
 - (RM circulated quote of \$60,000 after the meeting, along with information about other quotes. KC motion to authorize RM to engage contractor to install rubber ground cover around the big toy in the front of the school plus a small cement retaining wall around the perimeter of the area at a cost of \$60,000, \$10,000 of which will come from grant money. SG seconded.)
 - (ii) For the other side of the front of school, RM met with a consultant to get a design done. Design not yet done, still waiting. Contractor who is quoting for the rubber will also quote for a design in that area, but it will not be done until middle-late fall at earliest, yet to be determined.
 - SG queried timing of getting something designed and built in front of the school.
 - RM explained that the advice received from the consultant is that the ground needs to settle for a few weeks before any design could be constructed anyway.
4. Return to School Planning (RM/AH)
- (a) Learning groups are each classroom, up to two classes maximum (60 people)
 - (b) No form will be required about parental daily assessment, just one declaration at outset of school.

(c) Hot lunch

(i) Question is whether we should continue with on-line hot lunch orders

- RM proposes that this is safe
- AH noted that if parents show no interest, it will discontinue because of demand.

(ii) Question about pizza lunch is different because parents involved.

- Consensus agree no need for pizza lunch for now.

(d) Parent Participation

(i) RM described how we will still have parent participation, but perhaps the number of hours required will be less.

- Teachers have been considering how parents can be involved outside of the school.

(ii) AH proposes a reduction. KC and SG proposed 20 hours per family for now.

Motion: AH motion that for this school year, parent participation hours requirements will be reduced to 20 hours per family, to be revisited in November. AM seconded.

(e) Masks

(i) Will be some requirements for masks for middle schools. RM still looking for guidance on whether grades 6 or 7 are middle school. RM has asked CISVA and that may result in guidance across the board.

(ii) KJ described that grades 6 and 7 will be a learning group, they will be 20 classes per grade so smaller and the plan is for those grades to use the gym bathrooms, so there will be very limited occasions for interactions with other grades in high traffic situations. For those situations, if they arise, masks will be available and required.

(iii) Otherwise, masks will be voluntary, and teachers will not be enforcing and monitoring the masks for any children voluntarily wearing masks.

(f) Specialists

(i) Specialists include gym, music, library.

(ii) Because those specialists would interact with all learning groups, they would have to take extensive precautions. Those precautions are possible, but there is another option.

- The other option is to have the specialists rotate to learning groups per term, over 4 terms.
- When a learning group is not within the specialists' rotation, the teacher would deliver curriculum (for instance Physical Education).
- RM is proposing a second PE teacher part time, but RM will review other rotation options.

Motion: SG motion to approve the hiring of a 0.4 physical education specialist so that we can offer PE throughout the year if further review by RM confirms that is the optimal approach, AM seconded.

(g) Before and After School Care

- (i) RM can manage the program within the learning groups.
- (ii) SG raised the issue that the number of families who will be using the service needs to be above a certain level to be viable.
- (iii) RM confirmed that the program will be fully enrolled.

(h) Landscaping

- (i) Covered above.

(i) Introducing Families Back to School

- (i) Children will be welcomed back Sept 10, CISVA following BCTF plan.
- (ii) RM proposes that on Sept 10 and 11 (Thursday and Friday), the school will offer a return to school orientation for families.

MEETING ADJOURNED AT 5:30pm