

St. Mary's Listowel CSAC Meeting Minutes

Meeting Date: Wednesday September 23, 2020 7pm via Microsoft Teams

In Attendance: Jane Hartin, Jennifer McGrath, Vicki Dietrich, Stacey MacLeod, Tanya Terpstra, Julie Swenson, Brenda Dumond-Novotny, Stephen Novotny, Julie Murtha, Adriana Muis, Sam Bajtos, Alex Paterson, Ashley VandenHoven, and Cheryl Rust.

Regrets: Tammy Fischer

Welcome Prayer – led by Jane Hartin

Meeting was called to order by Jane Hartin.
Attendance was taken by Jennifer McGrath.

Approval of Agenda:

Council was asked to approve the Catholic School Advisory Council's September 23, 2020 meeting agenda. Samantha Bajtos made the motion to approve the agenda and Alex Paterson seconded it. Carried.*

Approval of Minutes:

Council was asked if there were any errors or omissions from May 28, 2020 meeting minutes before being approved. Brenda Dumond-Novotny made the motion to approve and Alex Paterson seconded it. Carried.*

Election of CSAC Executive & Committee Positions for 2020/2021 completed.

Nominations took place for the following positions and all are filled except for two due to COVID-19 restrictions at this time, and will be determined at a later date should they be able to move forward.

Chair: Ashley VandenHoven

Nominated by Tanya Terpstra and Seconded by Stacey MacLeod. Carried *

Treasurer: Tammy Fischer

Nominated by Julie Murtha and Seconded by Sam Bajtos. Carried*

Secretary: Brenda Dumond-Novotny

Nominated by Sam Bajtos and Seconded by Stacey MacLeod. Carried*

Teacher Representative: Jennifer McGrath

Nominated by Tanya Terpstra and Seconded by Stacey MacLeod. Carried*

Staff Representative: Vicki Dietrich

Nominated by Sam Bajtos and Seconded by Stacey MacLeod. Carried*

Parish Rep: Tanya Terpstra

Nominated by Vicki Dietrich and Seconded by Brenda Dumond-Novotny. Carried*

Safe & Healthy Schools Committee: Julie Murtha

Nominated By Tanya Terpstra and Seconded by Stacey MacLeod. Carried*

Snack Program: TBD – no one named at this time due to COVID-19 restrictions

Lunch Program: TBD – no one named at this time due to COVID -19 restrictions

Fundraising Committee: Ashley VandenHoven

Nominated by Sam Bajtos and Seconded by Tanya Terpstra. Carried*

It was noted that Ashley VandenHoven is requesting someone to co-chair with her if possible as well as join her on the fundraising committee. This request will be re-visited at the next council meeting.

Jane Hartin shared that fundraising will be important this school year as there is a need for a new play structure and asked that people think of joining Ashley in a sub-committee to work on this need for the school.

Treasurers Report & Business Arising from Report:

Jane Hartin shared on behalf of the treasurer that currently there is a total of \$3297.46 in the Advisory Council Budget. She expressed this is an increase to the reported \$2961.46 back in May of 2020 due to \$336.00 being added because of an HST rebate.

Tanya Terpstra approved this information as presented and Sam Bajtos Seconded it. Carried*

Principal's Report & Business Arising from Report – Jane Hartin

Jane shared she was excited to report that the construction is almost complete and that if all goes well the daycare is scheduled to open on September 28, 2020. She expressed that they were just waiting on a chain link fence, as it was special ordered due to the gauge and currently it is being shipped from Montreal. In the interim, the blue construction fencing is being used. This has allowed the Kindergarten area to be opened as of yesterday.

Jane reported that Staff attended 3 days of PD on September 1st, 2nd, and 3rd. This was to prepare for the September 8th start to school which was then changed to the staggered start in to the following week. Staff received the following training:

- Day One: Health & Safety training which included COVID 19 Protocols.
- Day Two: Anti-Racism & Anti-Discrimination Training
- Day Three: Teaching and Learning New Strategies, New Math Curriculum & Learning Management Systems. Jane shared that the Kindergarten group worked together and that all staff did more health and safety training on the last day as well.

Jane referred to this school year as “pivoting” and changing. She shared that things are changing daily, as did the start of the school year. The staggered start began on September 14-18. She reported that this went very well. She expressed that with smaller groups coming in, this helped with the learning of new routines, new protocols, and understanding of the various outdoor zones, etc. Jane indicated that by the time all students were in the school on the Thursday things



were able to be refined. All teachers are on alert that protocols are being followed, and are aware that students will require reminders as they become more comfortable with the changes.

Jane shared that students who are arriving in the AM are coming as close to the bell as possible. Buses are arriving at 9:10am. The students have designated entrances to their classrooms and upon arrival in class they all complete hand washing prior to beginning the day. At recess they exit with their classroom cohort and always go out the same door, and enter their zones that are labelled well. Overall she indicated that this is going well. She stated there may be a few students who are pushing the boundaries but are well monitored while outside in the zones. She shared that after each recess the hand washing routine happens again prior to the start of class, and that the students are expected to use their own washroom sections. Jane shared that at lunch the classroom teacher remains with the students. At the end of the day the JK/SK students are entering the buses first, then all of the other classrooms go out the doors they are designated to use to load the bus. Each classroom is accompanied by their teacher. Students who are picked up from the school are to stand by the yellow portable and staff are there with a list of those students' names and monitor who leaves. Parents/caregivers are asked to present themselves in order for their student to be released and checked off the list. There needs to be eyes on to be released. Jane shared that the walkers and bikers are doing well and using the new sidewalk.

At this time she indicated that there are 260 students attending in person and 53 remote learners.

She shared that the school is following the guidelines that have been put out by Huron Perth Public Health (HPPH). Parents are being reminded if they have questions that they can direct those questions to HPPH or their health care provider.

Jane reported that all teachers are on the Learning Management System (Google Classroom), and that these systems are up and running. Remote learners are on this system all day. Should things change with the pandemic and all students have to move to remote again, all teachers are on the learning management system and will be able to transition over if need be. The school board has afforded individual Chromebooks to all students from JK to grade 8. Currently there are new Chromebooks being purchased for the grade 8 students and once those arrive their Chromebooks will be used with the JK/SK students. The entire school is now using the Google Classroom platform.

Jane indicated the Assumption of Responsibility forms for all students has been sent out and need to be returned for the use of the technology. At this time those in grades 6-8 are being encouraged to take their Chromebooks home with them daily to complete their school work.

Jane provided a COVID-19 update. She stated at the school level they are very quiet as no parents are allowed in the building, and must call ahead and buzz the office when they arrive. If a student is being released to a parent, the student is called down and is brought down to the front doors to be released to the parent waiting outside. People who are permitted in to enter the school are following the protocols and have to be signed in and out of the building for contact tracing purposes. Jane expressed that ALL parents are being encouraged to complete the self-assessment tool daily in the AM prior to their child coming in to school. If a child has any symptoms they should remain home. She shared that some students have had to be sent home when symptoms were identified and parents were called to pick them up. This leads to children having to be put in the isolation room to await pick-up. Jane stressed the importance of the self-assessment tool.



She also stressed that it will be of the utmost importance that parents have all their contact information up to date with the school so they can be contacted should their child become ill or have symptoms that warrant them to be removed from the school. Again she expressed if parents have questions they can direct them to HPPH.

There is still some uncertainty about what the protocol is for return to school as messaging changes often. Jane is hopeful to get some clarification on this matter as more updated guidelines are released from HPPH. It is still unclear if a child can return when they are symptom free for 24 hours, or if they have to be out for 14 days after the onset of symptoms. The council discussed briefly the concern with testing centres and the back log currently. Wait times are higher than usual and results are taking longer should a student need to be swabbed for COVID-19. Hopefully some clarity will come from HPPH regarding return to school in the very near future.

Sam Bajtos asked about First Communion for the grade 3's that were not able to have this fulfilled, and when and if this may happen. At this time the direction is a parent can contact the parish and speak with Father Davas as he is open to a conversation as to how to proceed. Tanya Terpstra shared that she has spoken with Father Davas and this was his direction. Jane shared that there was communication to all staff that if you had a student for First Communion that parents are being asked to follow up on their own with that. Apparently there was a posting on the church Facebook page that read **“On September 19 and 20, 2020 weekend masses, First Communion will be celebrated for all children who were home schooled and in grade 2 for the 2019/2020 school year. Public and Catholic students will celebrate at a later date”**. Jane stated she will follow up with this, and then send communication to families so they have clear direction on this.

Committee Reports & Business Arising Report –

There are no reports at this time from Safe & Healthy Schools which includes Snack Program, and Lunch/Milk Program. As well there were no reports regarding fundraising at this time, aside from what was previously stated by Jane, which is the need for a new play structure.

Tanya Terpstra shared she had a Parish Report. She expressed the Father Morrison is officially retiring and that his last Mass will be on the weekend of October 4, 2020. She shared that Father Morrison will be celebrating Mass at 11am in Listowel that day, which also happens to be his 70th Birthday. She shared that people are welcome to attend Mass and to remember that masks are required and that people will be asked to sanitize their hands upon entering the church. She shared if you cannot make this Mass well wishes can be sent to the church office for Father prior to October 4, 2020. Tanya shared that our new parish priest is Father Davas. He is originally from India. She asked that people come out to meet and welcome him. He arrived just before COVID-19 shut things down, but is looking forward to getting to know our church/school community.

Jane shared that Father Davas has come to the school with Deacon Wayne and has gone to each class to meet the children, and this visit went well. He was in the school last Thursday.

Other Business-



Set new meeting dates for this school year. They are as follows:

- October 20, 2020 at 7pm via Microsoft Teams
- November 17, 2020 at 7pm via Microsoft Teams
- February 23, 2021 at 7pm via Microsoft Teams
- May 18, 2021 at 7pm via Microsoft Teams

Please note these are **Tuesday** Evenings

Closing Prayer –

Led by Jane Hartin (Our Father)

Meeting Adjourned

