

# École Marlborough School PAC General Meeting Minutes

Wednesday, January 12, 2022 – 6:30 pm-8:00 pm  
Music Room – West Building



## Attendance

**Parents:** “Chatty”, Miho, Christine, Michelle, Marilyn, Sandy, Diana, Fouad, Abi, Lumy

**PAC Executives:** Gadis Setiaputri (Chair), Antara Deb (Vice Chair), Patrick Hung (Treasurer), Manami Calvo (Secretary), J (DPAC), Mariah Battison (DPAC),

**Marlborough Staff:** Karen Floyd (Principal), Francine Giacomazza (Vice-Principal)

## Agenda Items

### **1) Welcome - Gadis Setiaputri (Chair)**

### **2) Chair’s Report– Gadis Setiaputri (Chair):**

Chair motions the approval of Nov 3, 2021 PAC GM meeting minutes. Seconded by Treasurer.

Rock garden is now complete

At this time PAC has not received any school receipts for reimbursement. We are up to date with our reimbursements.

### **3) Canadian Parents for French (CPF) Report- Mill Tsang (CPF Report and Secretary):**

#### Meeting Notes from last CPF Meeting:

Date : Nov 10th 2021

Participants : 10 CPF rep from various elementary & secondary schools with French Immersion program in Burnaby

#### **1. Subscriptions & Resource Grant – (to Marlborough French Teachers)**

- Resource Grant - up until January 31 2022
- Teachers need to pass on the receipt to get reimbursed for expenses (same as previous years)
- Encourage spending on “new” material/activity/resources for French
  - \*eg. Learning equipment for science in French, French books for class, etc.

#### **2. French Lessons for Parents – (to ALL Marlborough parents)**

- Almost 10 parents/ class
- Online course via Zoom
- Will continue in January. Registration from next term to begin in January

- Open for ALL PARENTS

### 3. Series of Activities to be held by CPF

- Originally plan for Film Festival, Skating, etc. for all students who are interested
- TBD due to current Covid situation

4. Next CPF meeting - 12 Jan 2022, Wed, 7:00pm

#### **4) Vice Chair Report - Antara Deb (Vice Chair):**

Not much to report as we cannot start many fundraising activities due to Covid restrictions, i.e. Hot lunch. Thanks to Roz for the Purdy's fundraising in December. J- volunteered to do the April (Easter) Purdy's fundraising if it is possible at that time.

We are looking into fundraisers that do not require parent volunteers to enter the school, for example bottle drive and collecting donations for parents.

We want to encourage parents to contact us if you have any ideas for volunteering

#### **5) DPAC Report – Mariah Battison & J (DPAC Reps):**

Nov 15, 2021 Meeting minutes (attached)

Gradual reentry of extra curricular

**Next DPAC meeting: Mon, Jan 17, 2022**

#### **5) Treasurer's Report- Patrick Hung (Treasurer):**

See attached PowerPoint presentation.

Treasurer motions the approval of additional funds towards the pumpkin patch expense, due to needing to replace pumpkins that were rotting due to wet weather.

#### **6) Principals' Report (Karen Floyd):**

Snow removal – We received a number of complaints from neighbors, particularly along Sanders street, about icy sidewalks. Marlborough has only one custodian during the day and four custodians for the evening. Priority for custodian is clear all the paths for staff, students (primary and intermediate) and then roads and sidewalks. Unfortunately there was no extra staff available to help from the district due to staffing shortages. Last night (Jan 11) District crew was able to clear up all the ice.

We do have a snow blower at the school but it was not much help with the ice.

School administration is asking for support to let parents know that they cannot park and drop off in the staff parking lot.

FG – we sent out an email about Westcoast lunch. We would like to remind students to have a change of clothes for the rain.

Internal updates for the school- safety protocols.

- We are encouraging students to put on their masks, outside, before they enter the building. We ask parents to also wear masks outside.
- Congestion in halls- to reduce congestion, we are asking students to walk use outside doors.
- Teachers in West Building come to the classroom.
- Lockers not being used at time, which reduces congestion in the hall. Keeping students separated in hall and stairs.
- Fewer students in main lobby. One way entry into the gym.
- All air filters have been changed over the break.

#### **Absenteeism and reminder of protocol when your child will be absent from school:**

If your child sick, please call the office (West or East building) and press two to leave a message. Please spell your child's last name. Please let the school know if your child is sick OR is being excused by the parent. No need to email the teacher is necessary. You do not need to let school know if your child has tested for Covid 19. We would prefer you keep that information private but can contact Karen or Francine with any concerns. There is no longer any contact tracing.

If you decide to keep your child from home the teacher will NOT be sending home schoolwork for your child. You can use online resources such as: Continuity of Learning link - <https://learning.burnabyschools.ca/>

If whole classroom is isolated, the learning will move online

#### **School Closure Plan (if necessary)-**

Two types of closure:

Public Health closure – Fraser Health would shut the school down temporarily due to an outbreak.

Functional Health Closure- Temporary closure of a school due to lack of staff. We need enough teachers and support staff to run the schools and will have to close if there are not enough staff to run the school.

School administration will consult with district before a functional closure.

Day 0 – School will consult with school administration and decide whether the school will close. Email will go out to parents communicating that students are not to attend class the following day.

Day 1 - Classroom teacher will reach out to students about online learning.

Day 2- remote learning starts.

Day X – School will email parents and let them know about reopening dates.

#### **7) Q & A**

Q- Would Burnaby consider a program like “Street Safety” or a car free zone (J)

A- It sounds great but I am not sure how we would implement these. Karen will send J the contacts at the school district.

Q- Please clarify if students need to eat their lunch outside?

A- No, they eat lunch inside and go outside after their lunch for 25 minutes.

Q- Does everyone has the same lunch hour?

A- Yes.

Q- Why aren't we having staggered starts?

A- There are many outdoor exits and entrances, where we can reduce risk. We also recognize that is important for students to socialize with all of their friends

Q- Can we use the chain in the parking lot at starting of school (after 8:45) and dismissal times as 2:45-2:55, to reduce parking congestion?

A- Karen to check to see if this would work with staff from the Welcome Center and other groups using the school property and parking there.

Q- Is the ventilation systems for the classrooms updated to HVAC with merv13 filters.

A- Yes, they were upgraded in the summer.

Q- Should we give our child's student number on the voicemail if they will be absent.?

A – Yes, that would be helpful.

Q- Can we look into an automated software that could email parents of children who have not

A- School District would need to approve. We can ask at the DPAC meeting

Q- Will the school be receive a rapid test kits?

A – Yes, district should be receiving kits after Jan 17.

Q- Could a functional closure happen only to one classroom?

A- We are not sure about this. This is not addressed in the school functional closure plan.

Meeting adjourned at 8:15 pm.

Next PAC Meeting Weds, February 9, 2022 at 6:30-8:00 PM via zoom