



MINUTES

Attendees

Tom Aerts (Principal), Kimberley Rogers (Co-Chair), Deidre Murphy (Secretary), Paula Marchese (Member at Large), Kelly McClaren (Member at Large), Terry Ann Lyon (Member at Large), Manjit Aitken, Christine Alevsakis, Mercedes Calvert, Tracey Cobb, Alyson Culbert, Hazel Currie, Caitlin Davies, Scott Davis, Wendy Fung Graham, Catrin de Groot, Orissa Henderson, Maureen Johnston, Chris Lukie, Sunjit Mark, Maurette McNair, Anissa Paulsen, Kerry Pridmore, Noreen Scarth, Kimberley Smit, Carla Unger, Melanie Wartenberg

1. Welcome, Introductions, and Territorial Acknowledgement

2. Reports

Chair

- PAC meetings will be held remotely on Zoom going forward. Sign-on details will be sent ahead of the next meeting.
- The PAC Executive would like to arrange speakers for PAC meetings as has been done in the past. Typically these include a brief talk or presentation followed by a Q & A / discussion. Please share ideas for speakers/topics (Exec email addresses are on the PAC webpage: [Oak Bay High School PAC](#), or post on the new PAC Facebook page: [Oak Bay PAC Facebook](#)).
- Information about the PAC, including meeting contact details, meeting minutes, the constitution, funding, etc. is on the PAC page on the school website. Information and updates are also available on the new PAC Facebook page.

Treasurer

- Currently \$10,000 in the two accounts (BC Gaming and Parent Voluntary Contribution Fund) from last year
 - \$6,000 in the Gaming account (receive funding from the BC Gaming Commission, tied to student enrolment)
 - \$5,000 in general account (raised through the Parent Voluntary Contribution Fund, which was initiated two years ago to expand funding opportunities).
- If contributions from the two funds are similar to last year there should be approximately \$40,000 to distribute.
- Funding information has gone out to school staff and will be put on the PAC website. Funds are open to anyone to apply.
- Funding applications will be voted on at the November 23 PAC meeting.
- Funds for last year's applications have been distributed with the exception of the rugby score board. The scoreboard has been purchased and the funds will be given to the school.
- A list of what the PAC funded last year is on the webpage.

3. Election of Executive for 2020/2021 School Year

Proposed PAC Executive Members:

Chair: Kimberley Rogers

Vice-Chair: Deidre Murphy

Secretary: Deidre Murphy

VCPAC Rep: Kerry Pridmore

Treasurer: Carla Unger

Members at Large: Paula Marchese, Kelly McLaren, Terry Lyon, Chris Lukie

The aforementioned names were agreed; motion moved by Wendy Fung Graham, seconded by Alison Culbert.

4. Administration Report: Tom Aerts, Principal

The school has allocated responsibility/points of contact by grade, as follows:

- Mr Aerts (Principal) – G 12
- Mr Ohl (VP) – G 9 – 11 (last names A – L)
- Ms Paas (VP) – G 9 – 11 (last names M – Z)

Most-commonly asked questions since school opened:

What is the Cohort thing?

- A cohort or “learning group” is students’ Block A class; students are not required to wear masks or physically distance in their cohorts (though there is no physical contact)
- C Block class is a blend of students from different learning groups (physical distancing in place)
- Measures are in place throughout the school to help maintain physical distance
- Everyone is welcome to wear masks in classrooms but it is not required

How will the quartered system work?

- There are four quarters, with two classes at a time
- Each quarter is broken into two terms
- Students will be in this Quarter until Nov 13; on Nov 16 they’ll switch to blocks B and D
- Block A runs from 9 – 11.35 am, followed by a 20-minute Focus Block (for A Block).
- Timing of the Focus Block and dismissal is at teachers’ discretion; this allows for a gradual dismissal.
- There is also a Focus Block at the end of the afternoon classes (C Block) with gradual release.
- Wednesday is flexible to allow for optimum student support. Teachers are on site; students can ask to come in to school or teachers can ask students to come in. Students can use the time to get caught up or to work with a teacher if they have been asked to come in. Students are required to sign up for this, and physical distancing is required. Students can email teachers to request permission to come in.
- On Oct 13th the blocks flip; students will have A Block only twice a week (still in the mornings). C Block class will become their new cohort.
- The intention is for teachers to assign work for students to do independently (flipped learning model). For example, students may be asked to do a reading ahead of time in preparation for class, where they will discuss it in groups, etc.).
- Zoom classes are not offered; Wednesday is the time for students to get caught up, etc.
- Further information is available on the school website

Questions raised by parents:

- How are classes organized for students taking band?
 - For now, students in classes such as band have a split class, with one day band, one day the other subject, though this may change to half days for each class.
- Is there an electronic system for parents to follow so they know what their children are doing, timetable, homework, etc.
 - Most teachers have Google classroom; if not, contact teachers individually to see where your child is at, what's missing, etc.

What's noticeably different?

- Everyone is expected to do a daily health check; if a child answers yes to any of the questions they are to stay home and monitor symptoms; if a child answers yes to two or more questions, parents are to contact 811.
- Masks are required by everyone on school grounds and in common areas
- The school has been given two masks from the Ministry of Education for every student; the school hasn't distributed the masks but they are available for anyone that needs one. Parents can also pick up from the school office.
- Most washrooms have sinks so students are able to wash their hands/sanitize. Hand sanitizer will be put in every classroom as washing hands on entry/exit is proving time consuming.
- Students are asked not to arrive at school until 8.45 am (15 minutes before school starts).
- Students have designated entrances to avoid congestion at doors and minimize the amount of time students are spending in lines and/or in hallways.
- Signs in the hall indicate directions for students and staff to move around the school.
- Most students are following the new protocols (wearing their mask, following the signs, etc.)
- There is a new maximum occupancy protocol for all washrooms in place.
- Common spaces within the school have for the most part been closed down.
- At lunchtime the expectation is for students to go outside where they can socially distance more readily.
- This is the main challenge the school is facing: students without an afternoon class are hanging around the school – the goal is to limit the number of people in and around the building.
- Local businesses have expressed concern at the number of students congregating in groups at entrances, etc. The school has met with local businesses to try to find a solution.
- The school is working to find a solution for when the weather turns cold (one proposal is for students to stay in their cohort classroom, for example).
- There are no lockers to reduce congestion in the hallways, reduce non-essential movement, and limit surface contact. With only two courses at a time, the hope is that students will be able to manage their belongings and materials without the use of a locker. Lockers are available for band students and per request.
- Club day is Sept 30. The school is in the process of determining which clubs can run.
- All surfaces in the school are cleaned once a day, with high-touch surfaces cleaned twice daily (e.g. doorknobs, washroom handles, faucets, keyboards, desktops, chairs, etc.).

What if someone gets COVID-19 at school?

- Exposure – A single person with lab-confirmed COVID-19 infection who attended school during their infectious period
- Clusters – two or more individuals with lab-confirmed COVID-19 infection who attended school during their infectious period

- Outbreaks – multiple individuals with lab-confirmed COVID-19 infection when transmission is likely widespread within the school setting.

In all of these cases, Public health will investigate, interview the person, and conduct contact tracing. They determine what happens at the school. If parents do not receive a phone call or letter from Public Health, their child should continue to attend school. Public Health makes the decisions; the school follows their direction.

If someone feels ill during school, they immediately go to the Nurses’s room and isolate. Parents are contacted to pick up their child and 811 must be contacted before they can return to school.

Sports

- Currently at Stage 2 for school sports; the school must follow COVID-19 Health and Safety guidelines for Return to Sport
- Teams can practice within their cohorts
- No games or scrimmages
- No sharing of equipment (outside of cohort)
- Must maintain physical distancing outside of cohort
- Sports starting in the school (with adaptations in place):
 - Cross country
 - Soccer
 - Field hockey

Numeracy and Literacy Assessments

- G 12 literacy assessment postponed for this year
- Numeracy assessments going ahead as usual

Updates

- Cops 4 Cancer – The school is continuing to support C4C through different initiatives:
 - Contactless carwash
 - Contactless bottle drive Saturday 26th 8 am – 3 pm
 - Mask sales (\$15 each)
 - Head shave – Oct 1
 - Silent auction – till Sept 30 [Cops for Cancer Silent Auction 2020](#)

ZOOM Meet the Staff Night - Thursday, Sept 24

- Block A – 6.30 – 7 pm
- Block C – 7.00 – 7.30 pm
- Outside TT – 7.30 – 7.45 pm

This is an opportunity for parents to meet their child’s teachers and be introduced to the curriculum; parent-teacher conferences will be held in October.

PRO-D Day - Monday Sept 28

Mission statement for Oak Bay High School

You belong in this school. We want you here. Your contributions are valuable. If there is ever a day you’re not with us, we will miss you...because you matter. (Danny Steele @SteeleThoughts)

5. Other Business

- Parents asked how the PAC can support the school/teachers. Kimberley explained that a teacher appreciation day was planned (as in past years) for the spring. Suggestions were made to provide individual breakfast/lunch boxes, to ask local businesses to donate, etc.
- Parents asked the principal to thank teachers for their work and support of the students this year
- Grade 12 parents asked the principal to express their thanks to Phil Ohl (VP) for his support of grad last year

Next meeting: October 19, 2020 - Online

Adjournment