



**Cloverdale**  
Catholic School

## **Parish Education Committee Meeting**

**7 April 2020**

**Start: 7:00pm via Zoom**

### **Present:**

Fr. Paul Chu  
Deborah Harms  
Francine Poelstra  
Megan Poulin  
Jennifer Friesen  
Jacqueline Johnson  
Chris Brant  
Mike Fortino  
Jason Borkowski  
Clive Heah

### **Agenda**

**1. Opening Prayer (Francine Poelstra)**

**2. Pastor's Report (Fr. Paul)**

- Parish has received only one entry for the Parish essay contest. There is still one month left to go until the deadline. Jason is going to ask teachers to assign this as a project for their students.

**3. Chairperson's Report (Deborah Harms)**

- Nothing to report

**4. Principal's Report (Jason Borkowski)**

**a. Staff Communication**

- School closed early into Spring Break. Teachers immediately started to plan for how school was going to reconvene

**b. Parent Communication**

- Consistent communication with the parents was important for Jason so that parents knew what was going on

### **c. Teacher Guidelines during the crisis**

- Jason shared the teacher guidelines for what was expected of the teachers for education during the online learning phase.
  - o Math, Language Arts and Christian Education are the primary focus
  - o Hours of student work per day has been set at grade level; parents are to decide how much the child should do
  - o Teachers to provide students with must do/may do lists
  - o Teachers are to provide fresh content daily (videos, live sessions, slide shows, etc).
  - o There will be report cards issued at the end of June so teachers need to collect, assess and return at least one assignment in language arts and math each week
  - o Teachers are to communicate with students directly at least one time per week; communication must be personal and maintain the personal connections
  - o Teachers are also to set personal hours so they are not working outside of their work hours and need to maintain a healthy balance

### **d. Education Assistants/Support Staff**

- Jason updated on work done by EAs and support staff

### **e. School Cleaning/Maintenance**

- Maintenance and cleaning projects around the school are being done by Hung and Atul. Time out of the school is being used to address a variety of maintenance tasks.

### **f. Eyes and ears in the home**

- Jason requests open and honest feedback about how the classroom learning is going

### **g. Childcare for Essential Service Workers**

- School has not received clarity on the expectation on what is required and what the childcare looks like.
- There is concern over safely providing childcare for the essential services employees in the school while maintaining social distancing
- Clive advised that schools are expected to provide childcare for tier one essential services workers. Schools are expected to encourage parents to provide alternate childcare and the provision of care comes down to each individual school. Childcare is for households with two tier one essential services workers who are on alternate shifts or same shifts or are single parents. Clive updated on St Patricks' approach in providing EA support to families who needed it.
- Jacqueline updated on the Surrey School District's approach

## **5. Treasurer's Report (Chris Brant)**

- Some families have requested to defer their tuition given the circumstances of the COVID-19 crisis

## **6. PFG Report (Jennifer Friesen)**

- All fundraisers are on hold given the public health crisis
- PFG looking at what to do about big ticket fundraising items such as reserved parking spots and Christmas Concert VIP seats. Waiting to end of April to see what circumstances look like
- Hoping to have a farewell to departing staff in June or possibly in the summer

## **7. Maintenance Report (Jacqueline Johnson)**

- All Work Bees on hold
- Possibility of creating summertime type maintenance schedule to allow families to maintain the property while following social distancing schedules. Jacqueline will visit the school at the end of April to see what jobs need to be done. Potential need for families who do come and do maintenance to bring their own equipment.
- Field Drainage maintenance project to be addressed in future

## **8. Parent Participation Report (Megan Poulin)**

- Discussion about outstanding hours and family requirements. Various options discussed
- Decision: PEC decided to prorate family participation program hour requirements to 20 for this school year. Families who have completed 20 hours will have completed their service requirements. Families who have not completed 20 hours will have the deadline for completion extended. Communication will go out to parents.

## **9. Secretary Report (Mike Fortino)**

- Nothing to report

## **10. Other Business**

- Social Media Presence - discussion about starting a social media coordinator to help families and connect the families
- Mike to draft social media coordinator terms

## **11. Closing Prayer**

Meeting Adjourned: 8:40pm – Next Meeting May 12, 2020 at 7:00pm