**TOBIQUE VALLEY HIGH SCHOOL**

**290 Main Street**

**Plaster Rock, NB**

**E7G 2C6**

PARENT SCHOOL SUPPORT COMMITTEE

MINUTES

**Date:** September 2, 2020 **Time:** 6:30pm

TVHS Room 102

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| **PSSC Members Present:**Sarah Briggs, ChairpersonTammy AlbertNicole CooperHaley Jenkins**Regrets**Carolyn Knowlton | **School/DEC Representation Present:**Danielle Fillmore, PrincipalJoyce Cote – Staff Rep.**DEC Representative**Tanya Adams **Secretary**Susan Geneau  |

This meeting was called by Mrs. Danielle Fillmore to present the TVHS 2020-21 Operational Plan to the PSSC Members.

The brochure was passed out to each member present and then Danielle started explaining all aspects of our Operational Plan.

* This plan is for every student and staff member from the time they enter TVHS in the morning and leave at the end of the day.
* The whole Operational Plan will be updated and posted on our website.
* There will be a Power Point put on our facebook page.
* The high school students will be dropped off at the cafeteria entrance for buses and private vehicles. They will wear their masks, sanitize and go directly to their homeroom class.
* The middle school students will be dropped off at the library for buses and private vehicles. Students must wear their masks when entering the school, sanitize and go through to the middle school area to their homeroom which is their ‘bubble’ for the day. There will be some movement of the middle school classes, to Mr. Giberson’s room and to the gym. Students will eat their lunch in their homeroom bubble, and when the 12:17 bell rings, two classes will go outside and one class will go to the computer room. They will stay in their ‘bubble’ at all times. This schedule will rotate each week.
* One computer room will be assigned to high school students only and the other computer room will be for middle school students only.
* Brunch will be served in the classrooms – toast will be delivered to middle school and high school students.
* High school students can leave the building at lunch, but the cafeteria has been set up if they wish to eat at the school.
* High school students will travel to the computer room, shop and music/art room. Grade 9 students will travel to the middle school wing for their ELA with Mrs. Rasmussen. This is the only high school class that will be in that area.
* Classes will accommodate all of our students without rotating every other day.
* Students who go to the gym for Phys Ed. Only 5 students at a time will be allowed in the changing room. Equipment put in totes for each grade and all items are to be wiped down when storing them after class.
* There will be no lockers for high school students. There are not enough lockers to accommodate all the students when adhering to the social distancing protocol.
* At the end of the day, middle school students will go to the cafeteria at 2:50pm and wait in their designated areas for the buses to arrive and load.
* High school students will be dismissed at 2:50pm and a bell will ring when they when they are able to load the buses. (after middle school students have loaded)
* Sanitizers will be placed at all entrances and all staff and students must sanitize when entering the building. In addition, every classroom has hand sanitizer for students entering the classroom. There are also wipes provided to sanitize their desks before leaving the classroom.
* Any professionals entering the building must wear a mask, e.i. Public Health Nurses, Speech Language Pathologists, Social Development, ISD, Nurse Practitioner. There will be no visiting professionals during the month of September.
* At this time, there are no parent/teacher meetings planned. Communication between teachers and parents will be through emails and telephone calls.
* All grade 6 students have made appointments to come to the school for an individual tour on September 2, 3 and 4. Tours will be conducted by Mr. Tyrell Porter, the grade 6 homeroom teacher and assisted by Mrs. Amy Sisson, a grade 6 teacher and our M&R teacher.
* The Library will not be available at noon hours. There will be a new library schedule for open hours posted.
* We have new “water bottle’ refillable stations in each area of the school. Students are to bring their own water bottle and use these stations.
* The custodians have placed physical distancing stickers in the hallways and stairways. They indicate if a stairway is an ‘up’ stairway or a ‘down’ stairway. Students are to keep to the right in the hallways and observe social distancing.
* There are only six staff members at a time to be in the Staff Room.
* Office: Three are allowed (principal, vice principal and administrative assistant) plus one other.
* It is up to the parents to screen and monitor their own children as to the COVID symptoms before sending them to school.
* If students and staff present systems, they are to be moved to the “Isolation Office” and a parent is to be called to pick up their child. A staff member is to leave the building as soon as possible.
* The custodians must sanitize the high traffic areas at least 3 times a day as well as the vending machines and fountains.
* An extra custodian will be hired for 3 hours a day, 5:45pm – 8:45pm to assist the regular custodians with the extra work caused by Covid.
* We have different sanitizers for different areas.
* COVID protocol posters were put up today in all appropriate areas.
* Staff did training on Occupational Health & Safety to have an overview and refresher or their ‘To Do’s’.
* A “Self Monitoring “ information sheet will be sent home to every family in the “Student Data Booklet”.
* It may be Thursday or Friday to see if this plan is working for our school or if it may have to be ‘tweaked’ in some areas to be more affective.
* Educational staff are front line workers and they are to call 811 if they show symptoms and will get immediate testing.
* Bus drivers are not to allow students on the bus if they have no mask. This applies to students in grades 6 – 12.
* Sports: no spectators can watch inside games. Outside games can accommodate up to 50 people, i.e. soccer. All must ‘sign in’ at the field.
* The Regionals and Zones will be reorganized. No practices or games can start up for 2 weeks.
* Custodians will have to be assigned to clean locker rooms after games.
* SCHOOL UPDATE: We have two new staff members: Beth Boyd who is doing a .4 and is at TVHS Tuesday and Thursdays and Drew Kinney who is filling in for Katie Cooper (out on maternity leave.)
* Co-operative Education 120 will be offered to students Semester 2.
* If there are any questions, please do not hesitate to contact Danielle at the school, 356-6015.