

CAT Agenda

Nov. 10, 2009 Time - 6:30 PM Sheila's house

Members: Patricia Caubo (PreK), Sheila Ivory (KG), Stephanie Zobay (Gr. 1) Heidi Rosindell (Gr. 2), Helga Meinardus (Gr. 3) Rhonda Brown (Gr. 4) Zein Khalifa (Gr. 5), Jennifer Schedlbauer (Faculty), Barbara Schuster (Faculty), Samia Wadman (PTO), Seamus Marriott, Marci Carrel

| Item | Discussion | Action/Response |
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| Social | | |
| Review Virtual School Protocols (Draft) | Seamus went over the virtual "Learning Protocols" and asked for feedback. Some changes were suggested for the protocol draft. | Seamus and Marci will make the suggested changes to the draft and attach them to these minutes. |
| | Questions: Can we have training for parents? Can we have a training sign-up to coincide with parent conferences? | Seamus will talk with our tech team about possible parent training. He will also look into having the training coincide with parent conferences. |
| | Question: Can we have all assignments (past and present) posted on Blackboard? KG's assignments disappeared after the day was over. Then parents/students could not easily go back and catch up on past work. | Seamus and Marci will check into making sure that all assignments will stay up on Blackboard, so that past assignments can be accessed by parents and students. |
| New ES | John H. did a question/answer session centering around the new ES building. | |
| | Comment: In less than 100 days the ES building project is scheduled to be finished! | |
| | Comment: Due to atmospheric conditions and increased marble cutting, we did have some days of concentrated dust on campus. Several changes have been made to cut down on the dust. Cutting happens behind a curtain. All cutting than can be done off campus is being done off campus. Dumping is restricted. There have been many changes. | |

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| | <p>Comment: The new ES playgrounds will not be up and fully running until the MS building is well under way.</p> | |
| | <p>Question: Are there going to be sensor faucets in the new building's restrooms, so that kids/adults have to touch as few surfaces as possible? Answer: There will be long handles on the sinks to provide for elbow turning. There will be dryers instead of towels. The toilets will have a built-in bidet function.</p> | |
| | <p>Question: Will doors on the bathrooms go all the way down to the floor to prevent kids from climbing under the stalls? Answer: The doors will not go all the way to the floor, but close. Kids should not be able to crawl under them.</p> | |
| | <p>Comment: The new bathroom will be much easier to clean than the old bathrooms that we have now. There will be floor-to-ceiling tile, and surfaces will be smooth.</p> | |
| | <p>Comment: The most efficient and effective cleaning systems are being reviewed. We are trying to determine how many janitors are needed for each floor. We are consulting with The Four Seasons on cleaning protocols.</p> | |
| | <p>Question: Are we on time with the schedule for building completion? Answer: We are on time. Both the contractor and the building manager say that we are on time. However, we want to be careful not to compromise quality for finishing on time.</p> | |


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| | <p>Question: Can we have hand washing troughs in the cafeteria?</p> | John will look into the possibility of hand washing stations in the cafeteria. |
| | <p>Question: Does the new building have a green roof? Answer: It does not have, as we were concerned about supervision and safety. The roof will not be able to be accessed by students. The roof will have equipment for the workings of the school (coolers, solar panels and such). There will be an outdoor sunscreened area with a sink that can be used by teachers and kids.</p> | |
| | <p>Question: Will more tours be available? Answer: Yes. John is looking into using HS students to lead tours.</p> | |
| | <p>Question: Is the crane safe? Answer: Yes. Very. The crane travels along the outer walls of the school, not on the student side. The new crane is the only one functioning. The old crane has been gone for two months.</p> | |
| Revisit CAT Calendar | <p>The original dates are in the CAT binders. There was discussion on revising our set schedule. Decision: We will tentatively book our next meeting for Dec 1. If there are not enough issues, then we will wait until our meeting in Jan (19th... moved from the 26).</p> | CAT make sure that your meeting schedule and/or calendars reflect these changes in CAT meeting dates. |
| Group Check in: | <p>Sheila: Yesterday a mom of a student in first grade wanted to express concern for the graphic nature of the Halloween haunted house at the carnival. This mom thought the theme was catering to an older audience.....not lower elementary, in particular the death scenes. CAC Action: This year we had adults at the door tell carnival goers that the</p> | Seamus recommends sending the emails with carnival concerns to the committee that is reviewing the carnival. If you send your concerns to Seamus, he can pass them on. |

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| | <p>haunted house is not most appropriate for the lower grade levels (First Grade Was Mentioned). There were also adults at the end of the haunted house polling the thoughts around the appropriateness of the haunted house. Dr. Mockrish, the HS Principal and Mark Sullivan all previewed the haunted house.</p> <p>CAT Discussion: Grade levels other than first had no complaints and only positives. There were only 3 concerns voiced, compared to the 600ish people who attended.</p> <p>Questions: Can there be choices associated with the haunted house? Can a ticket be sold to cover the haunted house or the fun house, for example?</p> <p>Question: Can ticket sales happen earlier to cut down on congestion at the end of the school day?</p> | |
| | <p>Heidi: From second grade this month, parents would like teachers to go over cleanliness procedures again. Specifically coughing and how to cover your mouth properly, as the children sit in close proximity all day.</p> <p>CAC Action: We have been and continue to do education pieces on hand washing and coughing into the elbow. This is an ongoing educational piece for our students.</p> <p>Heidi: Also, parent would like to know why children that have very deep obvious coughs are they not sent home until they recover, so as not to spread to other children?</p> <p>CAC Action: Teachers who hear students coughing a lot send them to the health office to be checked out.</p> | <p>The Principals will remind staff how important ongoing health education is.</p> |

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| | <p>Samia: Almost every class, some parents approached me for a 5th grade graduation ceremony.</p> | <p>Seamus will look into this.</p> |
| | <p>Patricia: Pre-K Parents have inquired if there is a system in place to disseminate information to parents during an emergency occurring during school hours? Is there such a thing as a "telephone tree" among parents/guardians? If no system yet in place, is this an initiative to be started at room level?</p> <p>CAC Action: We do have a number of phone trees active. Teachers and assistants will call parents if something happens during the school day. It is most preferred that our staff have direct communication with each of our families in case of an emergency.</p> | |
| | <p>Stephanie: Some first grade parents are concerned with the amount of time their kids spend in the lunchroom. Seems like once the first child is done and out to the playground, others want to follow, without eating their lunch. Can kids not be allowed outside until noon to allow slower eaters time to finish lunch before joining peers?</p> <p>CAC Action: We do all that we can to monitor what and how much the kids eat. We need to promote the idea that communication is a two-way street. If a child is coming to school and the lunch bag is coming home full/untouched, let school know. The school does let the parent know if there is a pattern of a child not eating or eating but not in a proper or healthy way. We (parents and the school) can work together to make sure our kids are eating properly. Note that there are complications with</p> | <p>CAT, remind parents that if they notice their child not eating properly, then they need to notify the school. We will work with the child.</p> <p>CAT, help to get the word out that if a child forgets their lunch, we will provide something for them to eat. Forgotten lunch kids just need to come to the ES Office.</p> <p>Seamus will remind the teachers to talk with their students about what to do if they forget their lunch or lunch tickets.</p> <p>Marci will let the monitors know that they were complimented. It is always so nice to hear when we are doing something well. Our</p> |

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| | <p>requiring the children to stay in the cafeteria longer to eat: 1) No matter how long we give them, there will be a significant number of students finishing in 5-10 minutes. Then these kids would just be sitting and waiting. It is really hard for the little ones to sit and wait.</p> <p>2) There are cultural considerations. Some students come to us not on the lunch schedule that we have. Some rely on snacks and eat their lunch at the end of the school day.</p> <p>We need to remind students what they can do when they forget their lunch. There is always food in the office.</p> <p>Stephanie: That said, when lunchroom monitors have been told to single out particular children to see if they have eaten their lunch, they seem to follow up with this and check lunch boxes. Kudos to these monitors.</p> | <p>monitors are sure to be pleased!</p> |
| | <p>EXTRA: Online conference sign up: - One parent did not receive any notification of the online sign-ups. Notifications will be sent out shortly alerting those who have not signed up.</p> | <p>CAT, if you know of anyone having trouble with sign-ups, encourage them to phone Darla.</p> |
| | <p>EXTRA: Question: Does the ES use Polar?</p> <p>Answer: Last year at CAT the question was asked, "Would parents like the report cards posted on Polar?" CAT reported that parents wanted hard copies. This year we are going ahead and posting on Polar as well as providing hard copies.</p> <p>We will not have continually posted grades on Polar. This just does not fall in line with what we do in the ES in terms of philosophy and program. Additionally, unlike the upper grades, in the ES, parents have only one core classroom teacher to communicate with. MS and HS students have multiple teachers. In the ES, teachers have</p> | |

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| | <p>ongoing communication with parents and notify of any concerns. Like everything else, it is a two-way street in terms of communication.</p> | |
| | <p>Zein to report: There were concerns with dust from the construction site. This has been dealt with. The water is constantly monitored. The food services are also monitored. Last year there were concerns with packs of dogs around school. This is no longer a problem.</p> | |
| | <p>PTO request to know about the Science Project boards. Answer: This is for grade 2 in trimester 3.</p> <p>PTO is talking with John on how they can spend their money in the new building. Touch screen maps, solar clock, water pump merry-go-round... and many other ideas are being shared.</p> <p>On Nov. 23 there is a cinema showing of "Raising Cain" from 8:30-11:30 a.m.</p> <p>The 24th of Nov. is staff appreciation lunch.</p> <p>Dec. 7 community book club discussion on "Raising Cain" and "The Pressured Child".</p> <p>Egypt Festival Dec. 6 - 10.</p> | <p>Samia will be sending out an email for CAT to send out to room parents and for Seamus to put in the EE concerning the "Raising Cain" show times.</p> <p>Samia will send out an email with details of the November 24 STAFF APPRECIATION LUNCH. Parents will be asked to provide food for our CAC staff.</p> |
| Health & Safety Comm. | <p>Blackboard Sandbox??? CAC Idea: Seamus and Marci would like to try out some different things on Blackboard. We would like CAT members to volunteer to check out what we try and give feedback. This would mean the CAT members are part of our Blackboard play community or "sandbox."</p> <p>Question: Can our CAT working with</p> | <p>CAT members will give Marci and Seamus feedback on what we are trying out tech-wise on Blackboard.</p> <p>On setting up study groups for a possible school closure situation, Stephanie will draft a blanket letter to parents. The letter will explain the rationale behind and</p> |

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| | our room parents develop study groups based on geographic regions to meet in case of school closure? | plans for the study groups. This letter will be sent to CAT members to send out to the parents in their grade levels. The ES office will supply addresses of students to CAT members. The CAT members will then work to create study groups at each grade level. |
| PTO (Samia) | | <p>Thank you, Sheila, for a lovely spread of Cajun cuisine!</p>  |
| CAT Initiatives: Discuss possible goals and initiatives for the upcoming year. | | <p>December 1, 2009 Location: Samia Wadman's House</p> |
| Other: | | |
| Next | | |