Conestogo Public School Council Minutes: Thursday, October 9, 2014

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UPCOMING EVENTS

- **FunFair Post-Mortem Meeting**: TBD
- **WRAPSC Meetings**:
    - Nov 4
    - Jan 13
    - Feb 3
    - Apr 7
    - May 5
- **Math Event**: Proposed date: TBD
- **Parent Survey**: after Fun Fair 2014
- **Teacher Survey**: February 2015

ACTION ITEM SUMMARY

Council Meeting Snacks

- **Snack Volunteers**: we would appreciate volunteers to bring snacks to council meetings.

Lego Mindstorms:

- Keep an eye out for cost-effectively acquiring additional Lego Mindstorm kits. - Council

Parent Career Presentations

- If you would like to speak to the Grade 8's about your career, please contact Leslie Donald - Council

Council Elections

- **Chair**: We require a Chair to proceed. Broadcast the position to the school community. – Deb, Barb, Brian
- **Community Rep**: According to regulations, we are to have a Community Representative on Council. Broadcast the position to the school community. – Deb, Barb, Brian

FunFair Post-Mortem Meeting

- Email Barb with any feedback. – Council
- Schedule and hold a FunFair post-mortem meeting as foundation for planning the next event. - Barb

Magazine Fundraiser – Build-a-bear party prep

- Bring scrap fabric or spare craft supplies to use in party – Council

Poinsettia Fundraiser

- Proceed with announcing fundraiser - Chris

Yearly Fitness Event

- Get estimate from Waterloo Kung-Fu Academy – Deb

School Directory

- Complete directory – Juli
- Contact family who used list inappropriately to ask that they stop using the list – Barb
- Compose clear statement prohibiting use, to be included at top of directory – Deb
- Lock the PDF so that people cannot copy and paste on mass – Deb and Karen

- Send directory through SchoolDay – Brian

ProGrant – Math-Related School Event

- Proposed date: TBD
- Desired Speaker: Marian Small - http://www.onetwoinfinity.ca/
- Awaiting response from speaker in order to confirm date. – Natalie
- Ask teachers if they are interested in participating. - Principal

School Transportation Concerns

- Compile and send any concerns to WRAPSC. - Council

Volunteer List Summary

- Compile the results and distribute volunteer names to sub-committees for use - Deb

Annual Parent Survey

- Scheduled to send out in November or December?
- Add question about best day of week for meeting. – Deb
- Contact Jaime Bickerton to ask if she can help create this year's survey. - Deb
- Questions to add – send to Deb if you have any. - Deb

Semi-Annual Teacher Survey

- Scheduled to send next one February 2014.

Student Voice initiative - grant

- http://www.edu.gov.on.ca/eng/students/speakup/index.html?utm_source=shortlinks&utm_medium=web&utm_campaign=bihi – Investigate - Barb

S'Cool Life Fund - grant

- Grants for D.R.E.A.M.S. (Drama, Recreation, Extra-Curricular, Arts, Music, or Sports) http://www.scoollifefund.ca/
- **Deadline**: Applications for the 2014-2015 school year from December 1st 2014 - August 31, 2015.
- Investigate playground options. http://www.earthscapeplay.ca/ and elsewhere– Deb with Council
- Investigate application process. – Deb with Council

WELCOME & GENERAL BUSINESS

6:45pm – 7:00pm: Attendance

(P present, absent/regrets. Parent Members must attend 7/10 – 70% of meetings to maintain voting privileges.)

Role	2014-15	Sep 11	Oct 9	Nov 13	Dec 11	Jan 8	Feb 12	Mar 12	Apr 9	May 14	Jun 11
Chair											
Secretary	Deb Jones	P	P								
Treasurer	Karen Hofbauer	P	P								
Principal	Brian Beney	P	P								
Teacher		Karen Larke									
Parent Members (11)	**Jenny Benham**	P	N								
	Barb Dowling	P	P								
	Marsha Ferguson	P	P								
	Jane Martin	P	P								
	Chris Sabean	P	P								
	Katherine Sunday	P	N								
	Susan Wagler	P	P								
	Rebecca Hallman	P	N								
	Fiona von Kannen	N	N								
Parent Volunteers	Natalie Edery	P	N								
	Tim Alles	P	N								
	Juli Chinnick	P	N								
	Carolyn Rouse		P								
Snacks		Jane									

Agenda – Review & Approval

Adjustments to Agenda:

- "LEAP Laurier" should have been "JUMP Laurier".

Agenda Approval (with revision noted) Motioned by:

1st: Susan

2nd: Chris

Minutes, Sep 11 – Review & Approval

Adjustments to Minutes:

- none

Minutes Approval (with revision noted) Motioned by:

1st: Karen

2nd: Susan

PRESENTATIONS

Principal's Report – Brian Beney

Board and School Improvement Planning for Student Achievement

- This month's focus for my report is on our Board and school improvement plan for student achievement. Each October a committee of staff review our results from the previous year and develop our School Improvement Plan. To start off, I will show you our System's Improvement Plan video as an introduction.
- View 2014-15 System Improvement Plan video clip (8 min) http://www.wrdsb.ca/bipsa/
- A variety of achievement data is reviewed on an ongoing basis including:
  - reading records (JK – 3),
  - CASI (grades 4 – 8 related to reading comprehension strategies),
  - report card information,
  - EQAO results,
  - ongoing teacher observations and
  - in class assessments by teachers.

EQAO Results (Spring 2014)

- This slide shows our school's results in the reading, writing and math tests (grades 3 and 6).
- Grade 3 (40 students participated):
  - Reading: 34 (86 %) achieved levels 3-4;
  - Writing: 36 (90%) achieved levels 3-4;
  - Math: 33 (82%) achieved levels 3-4.
- Grade 6 (30 students participated):
  - Reading: 24 (80%) achieved levels 3-4;
  - Writing: 24 (80%) achieved levels 3-4;

    - Math: 19 (64%) achieved levels 3-4.
- When we look at how this particular cohort of students have done over the course of the 3 years, from the grade 3 test to the grade 6 test, we see achievement in reading and writing stayed the same, however 12 students dropped below level 3.
- This slide show's our results from Grade 3 (2010-2011) and Grade 6(2013-2014).

Where do we go from here?

1. Identify specific students scoring below level 3 and support as needed.
2. Look for specific areas/strands that students are showing deficits or gaps and support as needed - specifically related to problem solving, open-ended questions and geometry.
3. Teacher P.D. regarding math instruction – networking.
4. Use of 'Mathletics' grades 3 – 6; opportunities for reinforcement at home.
5. Use of sample EQAO sample tests for practice.
6. Provide resources and support for parents in reinforcing concepts at home.

- This is a brief overview of one part of the achievement data that we are reviewing. Are there any questions?

Other Updates

Safe Welcome

- Equipment installation is almost completed and final tests will be done over the next week or so.
- Once the testing is completed, information will be communicated via SchoolDay and paper copies to non-SchoolDay parents re. the protocols.
- Students will be given instructions from their teachers re. the procedures that need to be followed.
- Be aware that from time to time, visitors to the school may need to wait to be given access to the building.
- More details will be given in the letter sent home.

Transportation Issues

- With the decision by the school Board Trustees to adjust bell times / bus routes as a cost saving measure, some Elementary schools and bus routes have been impacted more than others.
- Some changes in routes have resulted in longer bus rides for some - however buses are now arriving at school on time.

Healthy Living - Healthy Eating

- Daily Phys. Ed. for all grades.
- Encouraging staff and school community to look for alternatives to sweets for class treats / incentives.
- School run pizza days are now held twice a month rather than every week.

Thankfulness

- Generosity of school community ($2,800 raised through cash and online donations for Terry Fox Foundation).

Next Month's Focus

- Next month's educational focus will be on Full Day Kindergarten.
- Safe Schools – Maintaining a school community of respect and kindness.
    - Safe School Survey Results.
    - Anti-bullying awareness in November.

- Resources for parents.

Comments: Lego Mindstorms: These lego-robot-building kits are being used with enthusiasm within classrooms. We could use more of them.
Action Item: Keep an eye out for cost-effectively acquiring additional kits. - Council

Teacher's Report – Leslie Donald

- [Leslie was unable to attend but provided the following written report]

Leslie Donald teaches Grade 8 – in reference to the Grade 8's:

Start of Year assessments

Along with extensive assessment:

- CASI
- Fluency One-On-One Read
- Multiple Intelligence
- Reading/Writing Survey
- Attitude Survey

Grade 8 Leadership

- This year our group will be focusing on **bringing joy to our school community**.

To date, we have:

- Welcomed new students and staff with a display in the showcase.
- Displayed a Fall scene in the showcase, giving thanks for our many blessings.
- Made personalised cards with messages to teachers, ECE workers, custodians, secretary, and primary school volunteers.

Global Issues Group

- **We Day** - Application Process to Attend: There is an application in process and 15 students will be selected to accompany me to "We Day". I look for leaders—students who are interested in making life better for others.
- **Fundraising**: We will be holding one fundraiser. I am leaning toward another cookie drive before Christmas because the product was healthy and well received by the community.

Lancer for a Day

- **EDSS - November 5**: students will spend the day at EDSS and are given information about course selection.
- **International Baccalaureate Programme**: Other than EDSS, they will have the opportunity to apply to the International Baccalaureate Programme (min. 75% average) offered at Cameron Heights.
  Parent Info Night: Tuesday, November 25th @ 7pm.
- **Eastwood Arts Programme**: no info on date of parent-student info night available yet.

Parent Career Presentations

- I welcome any parent or member of our community to come in to talk briefly about their occupation. I would like the Grade 8's to get a better idea of what is out there.
- Action Item: If you would like to speak to the Grade 8's about your career, please contact Leslie - Council

Questions

- Grade 8 classes last year very small (17 students), this year very large (34 students).
  Principal: The system allocates resources. Last year, we were overstaffed. This year is more the norm. They take many things into account including number of students in a class who are identified as at risk, etc. The Principal is provided with the allocations.

START OF YEAR ADMINISTRATION

Nominations for Chair

- We require a Chair to proceed.
- We may have to rotate Chair monthly.
- Proposal: include flexibility of night, role description, etc.
- Action Item: broadcast the position to the school community. – Deb, Barb, Brian

Nominations for Community Rep

- According to regulations, we are to have a Community Representative on Council.
- Action Item: broadcast the position to the school community. – Deb, Barb, Brian

COMMITTEES & EVENTS – STATUS REPORTS

FunFair Report – Barb

- **Date**: Thursday, September 18th, 2014
- Action Item: separate FunFair post-mortem meeting. Schedule the meeting – Barb
- Next year, we will focus on a separate committee, stronger task list, etc.
- Profits: approx. $3400. This event was never intended as a fundraiser but it has raised more in the past.
- Streamline efficiencies: use technology to streamline administration.
- Consider making it later? Review timing of evening.

Action Items:

- Email Barb with any feedback. – Council
- Schedule and hold a FunFair post-mortem meeting as foundation for planning the next event. - Barb

Fundraising Update, Magazine Campaign – Chris Sabean

- **Fundraising campaign ends**: Oct 14
- As of tonight 437 magazines sold. Last year total for the entire campaign was 1068.
- Photo books are selling well.
- **Build-a-bear party**: Action Item: bring scrap fabric or spare craft supplies to use in party – Council

Fundraisers Review – Another Fundraiser needed? – Chris Sabean

- Poinsettias – consider for this year.
- **Decision**: Proceed.

STANDING AGENDA ITEMS

Treasurer's Report, Budget Review, Vote to Approve – Karen Hofbauer

[see written reports]

Budget Approval

Adjustments:

- **Meet the Teacher/FunFair**: Reduced to $5,000.
- **Technology**: Leaning away from iPads to Chromebooks, which are less expensive. Lower to $5,000.

Grade 8 End of year trip subsidy:

- Controversial.
- Consider providing a percentage of support to every trip. "A portion of your fieldtrip cost is subsidized from council funds." 10% (a $500 Ottawa trip would be a $50 subsidy/student). Reality is, each year field trips get more expensive. We want to be sensitive to stressing parents with a large trip cost.
- Parents don't understand how funds are being divided. (Jane)
- Change to "field trip subsidy fund"?
- **FunFair costs**: events $1500, supplies $300.
- **Action Item**: Yearly fitness event – get estimate from Waterloo Kung-Fu Academy – Deb
- **Additional Fundraiser**: Add Poinsettias – yes.
- **Vote**: approve budget based on current – All in favour, approved.

COMMITTEES & EVENTS – STATUS REPORTS CONT'D – AS TIME ALLOWS

Math Presentation – Jane

- Proposed date: TBD
- Speaker: Marian Small - http://www.onetwoinfinity.ca/
- Date needs to be deferred due to issues finalising the speaker.
- Would be good to get Marian and open the event to other schools.

School Directory – Juli

- Inappropriate use of directory: A family has used the school list for solicitation.

Action Items:

- Contact them to ask that they stop using the list – Barb
- Compose clear statement prohibiting use – Deb
- Lock the PDF so that people cannot copy and paste on mass – Deb and Karen

WRAPSC Report, Oct 7 Meeting – Fiona

- [Fiona was not able to attend the meeting. The following was distributed as a written report prior to meeting.]

Fiona attended the Oct 7, 2014 meeting on our behalf:

- **There are still spots on the PIC (Parent Involvement Committee)** and new this year will be an application process. Information will be going out to principals after WRAPSC meeting as WRAPSC steering committee had to be formed first. **There is a tight deadline for PIC applications which need to be in by October 17th at 4:30 p.m.** The information and application are now available on the WRDSB website under Parent Involvement Committee Now Accepting Applications and I have attached it as well (I have described below what PIC is).
- **Safe Caring Inclusive Schools** – reminder of annual conference the end of this month Oct. 30th and 31st.
- **November – 30 Days of Think Campaign** – all schools will be participating – led by the Waterloo Region Crime Prevention Council – see Website for more details on contest and suggestions
- **WRAPSC looking for feedback** on bus issues to bring to their next meeting Nov. 4th. Has it impacted field trips? It did at one school – day had to be cut short so they could start their afternoon bus route.
- Topics that we would like discussed at WRAPSC – see listing below and provide any other ideas which I can let them know about.
- **CASL** – see attachment – point 7 – talks about councils keeping their own e-mail lists and concerns about this – not sure if we need to look at this to be CASL compliant? WRAPSC reps for each school will be getting an e-mail soon that councils can use called "Watermarks" which has an "unsubscribe" feature and would be CASL compliant.
- **Human Library – Oct. 22nd at Eastwood Collegiate** - more information here: http://eci.wrdsb.ca/2014/10/07/eci-school-council-presents-human-library-thursday-october-22-2014/

Additional details from the meeting:

- WRAPSC meeting October 7th.
- Voted and approved on WRAPSC charter and during the meeting 8 person WRAPSC steering committee was formed.
- There are still spots on the PIC (Parent Involvement Committee) and new this year will be an application process. Information will be going out to principals after WRAPSC meeting as WRAPSC steering committee had to be formed first. There is a tight deadline for PIC applications in by October 17th at 4:30 p.m. in time for the October 22nd PIC meeting. Application is about 1 page and you need a reference from someone at the school. The information and application are now available on the WRDSB website under Parent Involvement Committee Now Accepting Applications and I have attached as well.
- WRAPSC has a Facebook Page and we can have them promote our events on their Facebook Page.

What is PIC

The mandate for the WRDSB Parent Involvement Committee is to:

- Provide information and advice on parent engagement to the Waterloo Region District School Board;
- Communicate with and support school councils of the Board through the Waterloo Region Assembly of Public School Councils (WRAPSC);
- Undertake activities to help parents support their child's learning at home and at school.

John Bryant

- John Bryant from the board spoke about measures they have taken to reduce 4 million + shortfall – this included some restructuring at the Board.
- Target areas for their Board Improvement Plan goal for 2014-2015 are Collaboration and Mathematics – more detailed information is available on their website under the Board Improvement Plan for Student Achievement.
- Parent communication and engagement is very important.

CASL

- Lindsay, Communications, for the Board spoke regarding CASL – Canadian Anti Spam Legislation and there is a 4 page handout attached. This was feedback from PIC on draft document for school councils complying with CASL. I have not had a chance to review it myself.
- Schoolday is CASL compliant.
- They will be sending something out shortly to the WRAPSC school reps called a Watermarks e-mail that has the functionality to allow someone to "unsubscribe" and suggest we could use this as a way of sending e-mails to be CASL compliant.
- Someone spoke up and said that Watermarks was not very user friendly and they were going to take that feedback away for review.
- There were a few questions asked and clarification was going to be provided through WRAPSC and we can pass that along when the WRAPSC minutes come out to see if there is anything as a school council we need to review in conjunction with the 4 page handout on CASL.

30 DAYS OF THINK CAMPAIGN – November

- Tracy Jasmins from the Waterloo Region Crime Prevention Council spoke about the 30 Days of Think campaign that will take place at all schools in the month of November.
- They have identified Social Media a key area of concern and the goal is to have students engage in appropriate use.
- There will be contests during the 4 week period.
- They have a Website and there is more information on the website.
- All schools will be participating. This coincides with Bullying awareness week.
- Some ideas for individual and classroom contests.
- There will also be a parent toolkit on line next week. You can follow them on Twitter and Facebook.
    - True?
    - Helpful?
    - Inspiring?
    - Necessary?
    - Kind?
- Students are also encouraged to "Band Together" by putting a blue band around their cell phone or device as a reminder to THINK first. This way, the entire school community will show solidarity by "**Banding Together**" to create awareness and put an end to bullying. Blue is a recognized colour for anti-bullying.
- I believe she said blue bands will be provided to the schools for grade 7 and up.
- Feedback to take to next WRAPSC meeting.

Transportation Concerns

- They have asked that we come to the next meeting with any feedback on the busses this school year, busses being late, any concerns with how this is impacting field trips – one parent advised that a field trip had to be cut short so the bus could make it's first of 3 bus runs in the afternoon.
  Action Item: Compile and send any concerns to WRAPSC. - Council

Future WRAPSC Topics

- At the end of the meeting they asked for ideas for future topics for WRAPSC. These are some of the ideas that were put forward. If you have any to add, we can e-mail them.

Fundraising successes

- How to get more parents out to school events.
- VP sharing between schools.
- Pro-grant ideas – ESQ family science night.
- Principal Profile and how it is used.
- Enrichment options.

Volunteer List Summary – Deb & Karen

- At the FunFair, we distributed 3 iPads to parents with Volunteer forms, which were created in Google Forms.
- We collected 40 form completions from parents.
- **Action Item**: Compile the results and distribute volunteer names to sub-committees for use - Deb

Parent Survey – Deb

- Jaime Bickerton created the last parent survey.
- How parents prefer to be communicated to.
- Use of school website: encourage the teachers to start using it more, drive parents to the website for information.
- Survey – will send out in November or December?

Action Items:

- Contact Jaime Bickerton to ask if she can help create this year's survey. - Deb
- Questions to add – send to Deb if you have any. - Deb

Committees & Events 2014-15, Review and Prioritize, Status Reports

[deferred to next meeting]

NEW ITEMS – AS TIME ALLOWS

JUMP Laurier – Jenny

- Last year, we did one JUMP day at Laurier. Some kids loved it, some found it to be a very long. There were concerns about price last year from parents. Not all kids attended.
- Staff: We need to have staff willing to attend with the kids for 3 days and 2 nights. It is a big commitment for teachers.
- Principal: It is a good program but a very big investment for that age group. Teachers are not keen on pursuing it this year.
- **Decision**: do not proceed. Discussed and declined. It cannot be adequately staffed, there are cost concerns.

S'Cool Life Fund Grant – Deb

Information from the Website - WHAT WE FUND:

- **Deadline**: Applications for the 2014-2015 school year from December 1st 2014 - August 31, 2015.
- Ideally, projects that leave a tangible legacy behind, can be used year-to-year and that reach the greatest number of students.
- Projects should be aligned with DREAMS - Drama, Recreation, Extra-Curricular, Arts, Music or Sports.
- Grants for D.R.E.A.M.S. (Drama, Recreation, Extra-Curricular, Arts, Music, or Sports).
- http://www.scoollifefund.ca/

Grant Idea 1: Playground equipment – Grade 4 and up – Deb

- Our current playground is only accessible to grades JK - 3. What about the older students? Can we consider adding an additional playground to the school for older students?
- A Playground Construction Company was recently featured in the KW Record: Earthscape - according to the article, they specialize in themed playgrounds using natural materials:
- http://www.earthscapeplay.ca/
- Article: http://www.therecord.com/news-story/4888700-earthscape-s-playgrounds-set-young-imaginations-free/

Grant Idea 2: Music Program Enhancements - Deb

- Is there an interest in establishing a more sophisticated music program for the Grades 7 & 8's, incorporating band instruments?

Discussion

- **Playground**: briefly looked at some ideas from Earthscape website. They have completed school websites. Would need to get multiple quotes.
- **Music Program**: Purchasing band instruments is extremely costly. Running the program is complicated. It is not sustainable. Purchasing instruments that could be more broadly used would be an option to explore.
- **Decision**: Music program not sustainable. Proceed with investigating options for Grade 4-8 playground.

Action Items:

- Investigate playground options. – Council
- Investigate application process. – Council

9:00PM ADJOURNMENT

Motioned by: 1st: Susan