Conestogo Public School Council Minutes: Thursday, April 9, 2015

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UPCOMING EVENTS

- **Next Council Meetings:**
  - Thu, May 14, 2015
  - Snacks: ?
- **WRAPSC Meetings**:
  - May 5
- **Math Event**: Monday, April 20, 2015, presentation 6:30pm – 8:00pm
- **Building Skills to Navigate the School Years**: April 18, 2015, Bluevale Collegiate Institute http://bit.ly/19fiiXm
- **Food Revolution Day:** May 15
- **Spring Social Dinner:** ?

ACTION ITEM SUMMARY

Before-and-After School Programs:

- Deadline to Pre-register: April 30, 2015 – CPS Families
- Pre-registration determines if the program will run. Please register! www.wrdsb.ca/beforeafter

ProGrant – "Conestogo Counts" Math Event

Date: Mon April 20, 2015

- **U of W Math Circle**: Ask U of W to come in during school hours. – Jenny
- **Notice for kid's activities**: Registrations through Eventbrite. Post on website page. Send out this notice via School-Day. Email will need to be adjusted. Deb will review Eventbrite to add the registration.
  - Investigate creating Eventbrite registration forms for these sub-events – Deb
  - Send Deb the Eventbrite login info. - Rebecca
- **Night of set-up**: need volunteers to arrive early to set up and welcome.
  - Please plan to arrive at 4pm to help with setup. – Full Council
- **Welcome**: Brian will start the evening, Natalie will introduce Marion.
- **Grade 5-6s**: Could use volunteers to do something with this grade level.
  - Follow up with the committee - Agnes
- **Agenda Creation – Volunteer List:** Create agenda for that evening to keep the evening on track. List timing for all sections.
  - Create the evening agenda and volunteer list. – Natalie, Jenny, Jane
- **Reserved Parking Spot**: reserve for Marion.
  - reserve a spot for Marion. – Karen
  - Inform Marion that she has a reserved spot beside the handicapped parking, right by the door. - Natalie
- **Uniforms**: Button or aprons to identify us as council "staff"?
- **Supper delivery for volunteers**: for volunteers since we will be here over the supper hour, do we need to order something in?

- **Post-event survey**: The grant stipulates that we need to survey the attendees at the end. We can use Google Forms or the free SurveyMonkey (under 10 questions).
  - Prepare post-event survey - Jane
- **Chair Order**: 200 chairs = $310.75 incl. delivery and HST
  - Order 200 chairs with the expectation of finalizing numbers closer to the date. – Katherine
- **Beverages, refreshments**: The grant stipulates refreshments. Bottled water. Cookie plates from Foodland. Kids will also require snacks: Apples for the kids.
  - Follow up with Foodland - Jenny
- **Video Recording**: We have permission from Marion to record the event but it must be recorded by a school board member.
  - investigate with the board tech person – Principal
- **Microphone**: Marion would like a headset.
  - arrange a microphone headset. – Principal
- **Banner**: change the font of the "Community…".
  - Move forward with printing after adjustment to the font. – Deb, Celeste
- **Parking**: Church – the church has a council meeting that night but will attempt to park in driveways to leave the church parking lot for us.
  - Add a parking map. – Deb & Principal

PRO Grant Applications:

- **Deadline**: Tuesday, May 19, 2015
- Proceed with "Healthy Kids Make Good Learners". Investigate options, submit proposal by the May 19th deadline – Deb, Marsha

Grant Follow-ups:

- Follow up on the grants, particularly the music grant. In next month's agenda, include time to discuss and decide on allocation of the additional $2500 that we have in the budget (beyond the $5000 reserve). – Deb, Chairs

Budget Planning:

- Add a budget discussion to the agenda for May's meeting. – Deb, Chairs
- **COPA Film**:
  COPA and OTF are embarking on a project to create a film for the Safe@School toolkit that explores youth engagement and empowerment and youth-led initiatives to use their voice to take action to create more equitable and inclusive school environments. They are looking for young people and the adults who support them to interview for this project. People interested can contact Tuval Dinner, tuval.copa@gmail.com.
- Invite CPS students to come forward to be interviewed about their experiences. – Principal, Deb

School Council Handbook:

- WRAPSC is updating the handbook and producing an electronic copy. Requesting feedback regarding what should go in it.
  - Provide feedback – Council
  - Send out bylaws to them for use. – Fiona, Deb

Early Year's Centre Feedback:

- Looking for feedback regarding how they can serve different communities. For instance, they would attend our school fair to present information. They provide various presentations at their facility.
  Provide feedback to Early Year's regarding how they could benefit our community. - Council

Mad Science Nutrition Break Club Program – Options for next Year:

- Start investigating a winter nutrition break Mad Science program for winter 2016. – Rebecca

Science Fair:

- Investigate a science teacher to lead the science fair. - Principal

Lunch Alternatives:

- Soup with Flow Catering: Continue exploring this option. Send update to council via email. - Deb

Milk Program:

- Moo Cow program – investigate further – Rebecca

Parent Survey:

- Distribute summary of results. – Deb

Food Revolution Day:

- Distribute information, assess interest. – Deb

WELCOME & GENERAL BUSINESS

Attendance

(P present, N 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
Co-Chair	**Jenny Benham**	P	N	P	P	P	P	P	P		
Co-Chair	**Rebecca Hallman**	P	N	P	P	P	P	P	P		
Secretary	**Deb Jones**	P	P	P	P	P	P	P	P		
Treasurer	**Karen Hofbauer**	P	P	P	N	P	P	P	P		
Principal	Brian Beney	P	P	P	P	P	P	P	P		
Teacher		Karen Larke			Lisa Carere		Kim Howey				
Parent Members (12)	**Barb Dowling**	P	P	P	N	P	N	P	P		
	Marsha Ferguson	P	P	P	P	P	N	P	P		
	Jane Martin	P	P	N	P	P	N	N	P		
	Chris Sabean	P	P	P	P	P	P	N	P		
	Katherine Sunday	P	N	N	N	P	P	N	P		
	Susan Wagler	P	P	P	N	P	P	P	P		
	Fiona von Kannen	N	N	P	P	P	P	P	P		
	Agnes Lehtonen	N	N	N	P	P	P	N	P		
Parent Volunteers	Natalie Edery	P	N	P	N	P	N	N	N		
	Tim Alles	P	N	N	N	N	N	N	N		
	Juli Chinnick	P	N	N	N	N	N	N	N		
	Carolyn Rouse	N	P	N	P	P	N	N	N		
	Stephanie Forte	N	N	N	N	P	N	N	N		
Snacks		Jane		Fiona	Marsha		Chris		Mars		

									ha		

Agenda – Review & Approval

Adjustments to Agenda:

- May 15 – Food Revolution Day
- Anti-Bullying Kit – Marsha, not Rebecca

Agenda Approval Motioned by:

1st: Karen

2nd: Chris

Minutes, March 12 – Review & Approval

Adjustments to Minutes:

- none

Minutes Approval Motioned by:

1st: Rebecca

2nd: Susan

PRESENTATIONS

Principal's Report – Brian Beney

Thank you CPS Community for Your Support

- The loss of a teacher/colleague impacts an entire school community at multiple levels.
- Our staff and students have been well supported by one another and professionals trained for such events (Critical Events Response Team).
- Ongoing support is available as needed - can be accessed through Mr. Beney.
- Mr. and Mrs. Beney attended the visitation in Owen Sound on behalf of our school community to express our condolences. A collection of cards that students made for the family were delivered. More will be delivered in a week or so.
- Mr. Terry Eckmeier will be the grades 7/8 teacher until the end of June.
- Plans are currently being discussed to create a lasting memorial for Ms. Howey. More details will be shared at a later date.
- On behalf of the staff I thank you for your support during this time of loss.

School Enrolment / Staffing Projections

- Our school/class organization and number of teachers for 2015-16 will be released to the Principal on Monday, April 13. A detailed breakdown will be shared at the May 2015 meeting. Currently we have 301 students registered (2015-16) for CPS JK - 8. [Current enrolment this year: 319.]
- May's Meeting: will share breakdown of classes.

Parent question: counselling for Grade 7 & 8s: is counselling only on a by-request basis?
Principal: No, I will initiate when given the heads-up that it is needed. I cleared my schedule.

Parent question: Grade 7 & 8 extracurricular groups – leadership and spirit teams: Will those continue?
Principal: The expectation is that we will continue with these and encourage the kids to continue. The end-of-year trip will still take place.

Chair question: Did family request any additional support from the school? Can we do anything else?
No, the family requested privacy.

STANDING AGENDA ITEMS

Treasurer's Report – Karen Hofbauer

[see written reports]

- 1 transaction this month – from the FunFair pony rides.
- Cheque to Marian Small came out last month. $502.
- Donation to Ms. Howey's chosen cause.
- Pending – 2 more PitaPit cheques.
- **Action Item**: Follow up on the grants, particularly the music grant. In next month's agenda, include time to discuss and decide on allocation of the additional $2500 that we have in the budget (beyond the $5000 reserve). – Deb, Chairs
- **Action Item**: Add a budget discussion to the agenda for May's meeting. – Deb, Chairs

WRAPSC Report – Fiona

[see written reports]

- Upcoming events: they mentioned our upcoming math night. They have also listed the event on their Facebook page.
- Math Night at Keatsway Public School: is having a math night tonight. She will provide our cards for our night.
- PRO Grant deadline May 19.
- PIC Grant: we have received it.
- 211 initiative: 211.ca – information on government and community-based services.
- WRAPSC is now using Google Docs to provide their documents publically.
- May is the last WRAPSC meeting for the year.
- Safe Caring and Inclusive Schools committee has received approval to proceed with a website for sharing information.
- COPA - COPA is an award-winning leader in the field of bullying and violence prevention, as well as equity and inclusion. See: copahabitat.ca
  COPA and OTF are embarking on a project to create a film for the Safe@School toolkit that explores youth engagement and empowerment and youth-led initiatives to use their voice to take action to create more equitable and inclusive school environments.
  They are looking for young people and the adults who support them to interview for this project. People interested can contact Tuval Dinner, tuval.copa@gmail.com.
  Action Item: Invite CPS students to come forward to be interviewed about their experiences. – Principal, Deb
- PIC event still has openings: **Building Skills to Navigate the School Years**: April 18, 2015, Bluevale Collegiate Institute http://bit.ly/19fiiXm
- School Council Handbook: They are updating the handbook and producing an electronic copy. Requesting feedback regarding what should go in it.
  Action Item: provide feedback, send out bylaws to them for use. – Fiona, Deb

- Speaker: "Our Place" Early Year's Centre came in to speak. Looking for feedback regarding how they can serve different communities. For instance, they would attend our school fair to present information. They provide various presentations at their facility.
  Action Item: provide feedback to Early Year's regarding how they could benefit our community. - Council
- Speaker: Barbara Ward – mental health in the board. Mental health promotion, prevention, etc. What does a teacher do if they recognise a concern? Helping prepare teachers to deal with these situations.
  Question: Did they speak about "Mental Health First Aid"?
  No, she did not mention that specifically.

Informative websites:

- Foundation for Healthy Schools
  http://www.edu.gov.on.ca/eng/healthyschools/foundations.html
- Talk with Your Kids about Money.com – talk to your kids about money and budgeting.
  http://talkwithourkidsaboutmoney.com/
- People for Education
  http://www.peopleforeducation.ca/

COMMITTEES & EVENTS – STATUS REPORTS

Mad Science Follow-up – Rebecca

Date: Friday, March 13, 2015, 9:00am – 12:00pm, 2 assemblies.

- Feedback was positive. I looked in. Kids seemed engaged. Positive messages from parents.
- Follow-up? We discussed that if everyone enjoyed it, we could bring in the nutrition break program. Could do more Mad Science events next year. They offer different programs for different groups during different time spans.
- Principal: feedback was all-positive. Kids enjoyed it. Timing was good before March Break. Presenter was very dynamic.
- Older classes could have something integrated into their science classes.
- Parent comment: Do the older grades do science fairs here?
  Have not done them for a number of years. There has been interest in bringing them back in.
- Parent: At their kid's school, they could do the projects at home and then bring them in for display.
- Another program to explore: "Scientists in the School" http://www.scientistsinschool.ca/
- Planning for next year: what programs will we bring in next year?

Nutrition Break Mad Science Club:

- 8-10 week program.
- Next program: May – June.
  Principal: May-June tends to be a very busy time. Let's focus on something for Fall-Winter when the weather keeps kids indoors anyway.
- The program does not require a lead teacher.
- They did not provide us with minimum numbers. They can fund one child to attend without cost.
- **Action Item**: Start investigating a winter nutrition break Mad Science program for winter 2016. – Rebecca

Mad Science Program Info:

http://www.madscience.org/ - Mad Science Website

http://hamilton.madscience.org/special-events.aspx - Demonstration

2 options:

1. 6-8 week program extracurricular program in the school at a nutrition break or after school.
   1 session/week.
   $68 cost to parents for each child.
2. 40-minute assembly for $195.
   Split into 2 assemblies per age to cater to the younger and older kids separately.

Details – weekly sessions:

- Mad Science encourages students to explore science. It increases science literacy and interest in science which extends into their regular classroom learning and their long term attitudes regarding the subject of science.
- Weekly sessions include hands-on activities, awesome demonstrations and a cool take home, kids have fun engaging in science.
- It is a great option for children who want to be part of a club/program but are not music or sports-minded.
- There is no cost to the school. The cost to parents is $68 per child.
- Scholarship program that allows you to fund one child to attend without cost.
- Kids do an experiment. Comment that they are better in smaller groups so kids can participate in the experiment.

Science Fair:

- Science Fair requires a lead teacher.
- Can be incorporated into the curriculum.
- Could we have Mad Science come back in the Fall as a lead-in to a science fair?
- Grade 7 & 8's science curriculum is throughout the year. Projects fall under that curriculum.
- We would help out extensively with a science fair if we could recruit a lead science teacher.
- Parent comment: The before-and-after school program provides these kind of projects. It is a fantastic program.
- **Action Item**: investigate a science teacher to lead the science fair. - Principal

"Conestogo Counts" Math Night – Natalie & Jane

Update:

- Registrations: 141
- Registrations are now open to the public.

Details:

- "Conestogo Counts"
- Confirmed date: Monday, April 20, 2015
- Doors open at 6:00pm
- Speaker: Marian Small
  http://www.onetwoinfinity.ca/
- Grant: $1000, speaker: $502

Main Speaker:

- Confirmed
- Marian Small is officially booked for April 20th, confirmed for 6:30 - 8:00pm.

U of W Math Circle - Grade 7 and 8:

- Confirmed.
- Hosted by Michael Miniou from 6:30 – 8:00pm.
- Up to 45 students.
- Rm 2 – Grade 8 classroom holds 35 students.

Early Year's Centre – JK – Grade 1:

- Confirmed.
- Up to 20 kids.

Angie from Children's Place:

- Confirmed.
- At the park on Eveningstar Lane.
- Angie has capacity for 16 kids at the park building.

Discussion:

U of W Math Circle - Grade 7 and 8:

- How much buy-in do we have from Grade 7 & 8 students to come in the evening?
  Very little—kids don't want to come.
- Is it possible to reschedule the UofW Math Circle for during the day classroom activity? We could rearrange the Grade 7-8 schedule to accommodate any time he can come in.
- Could we use the Grade 7 & 8's for volunteers? Yes, but they are not certified Early Year's. They could come in to help but it will not increase allowed numbers.
- The program is intended for Grade 7 – 12 so it is really intended for older kids.
- It is a voluntary event.
- Action Item: Ask UofW to come in during school hours. – Jenny

Other Details:

- **Notice for kid's activities**: Registrations through Eventbrite. Post on website page. Send out this notice via School-Day. Email will need to be adjusted. Deb will review Eventbrite to add the registration.
  Action Items: Investigate creating Eventbrite registration forms for these sub-events – Deb
  Send Deb the Eventbrite login info. - Rebecca
- **Night of set-up**: need volunteers to arrive early to set up and welcome.
  Action Item: Please plan to arrive at 4pm to help with setup. – Full Council
- **Welcome**: Brian will start the evening, Natalie will introduce Marion.
- **Grade 5-6s**: Could use volunteers to do something with this grade level.
  Action Item: Follow up with the committee - Agnes
- **Agenda Creation – Volunteer List:** Create agenda for that evening to keep the evening on track. List timing for all sections.
  Action Item: Create the evening agenda and volunteer list. – Natalie, Jenny, Jane

- **Reserved Parking Spot**: reserve for Marion.
  Action Item: reserve a spot for Marion. – Karen
  Inform Marion that she has a reserved spot beside the handicapped parking, right by the door. - Natalie
- **Uniforms**: Button or aprons to identify us as council "staff"?
- **Supper delivery for volunteers**: for volunteers since we will be here over the supper hour, do we need to order something in?
- **Checking registration lists as attendees enter**: The grant stipulated that we need to log attendance. Do we need to "check people in"? The Eventbrite registrations should be enough. We can do a rough head count at the event.
- **Post-event survey**: The grant stipulates that we need to survey the attendees at the end. We can use Google Forms or the free SurveyMonkey (under 10 questions).
  Action Item: Prepare post-event survey - Jane
- **Takeaways**: Brian has ordered the Ministry of Education booklet about doing math with your kids. These can be used as takeaways.
- **Chair Order**: Chairs will arrive between 4pm – 5pm. Katherine needs to place the final order for the chairs tomorrow. We are currently at 141 registrations. $1.35/chair. We have about 50 chairs here if we need them. See if you can order 200 and then change the order closer to the date, if needed.
  200 chairs = $310.75 incl. delivery and HST
  Action Item: Order 200 chairs with the expectation of finalizing numbers closer to the date. – Katherine
- **Beverages, refreshments**: The grant stipulates refreshments. Bottled water. Cookie plates from Foodland. Kids will also require snacks: Apples for the kids.
  Action Item: Follow up with Foodland - Jenny
- **Video Recording**: We have permission from Marion to record the event but it must be recorded by a school board member.
  Action Item: investigate with the board tech person – Principal
- **Microphone**: Marion would like a headset.
  Action Item: arrange a microphone headset. – Principal
- **Banner**: change the font of the "Community…".
  Action item: Move forward with printing after adjustment to the font. – Deb, Celeste
- **Parking**: Church – the church has a council meeting that night but will attempt to park in driveways to leave the church parking lot for us.
  Action Item: Add a parking map. – Deb & Principal
- **Door prizes - draws**: Ballots to win a math-related game or book? We discussed having a draw to entice the older students to come.

OPEN DISCUSSION ITEMS

2015-2016 PRO Grants Applications – Jenny

- **Deadline**: Tuesday, May 19, 2015

Options:

A. Music – do at a later date.

B. Multiculturalism

C. Science – same format as this year but with Science.

D. Healthy Kids make Good Learners night – Nutrition, Fitness, Mental Health

E. Literacy night – bring in local authors with breakouts for different age groups.

F. Social Media Literacy – Safety on the Internet, Cyber-bullying

Discussion:

- Comment: If we get the musical instruments, we could do another music oriented evening.
  Motion: investigate music for an alternate event.
- Comment: Which one would engage the parents in our community most?
  Principal: we hear keen interest in many of these. We have a diverse community.
- **Decision**: Council members voted. Proceed with "Healthy Kids Make Good Learners"
- Action item: investigate options, submit proposal by the deadline – Deb, Marsha

Soup Lunch Update – Deb

[The following information was emailed post-meeting. Discussion deferred to next meeting.]

Update – Flow Catering, Elmira:

I have emailed with Flow Catering several times and spoke with them today. Here's what we discussed:

- **Hot options:** To facilitate nutritional information requirements, we discussed limiting the options to:
  - turkey vegetable with rice (we could request chicken vegetable with rice instead)
  - cream of broccoli with cheddar
  - beef vegetable with barley
  - turkey chilli
- **Other options**: They can also offer sandwiches, if we would like to explore that option.
- **Nutritional information**: They have not yet attempted to solve this issue. I have provided them with the Ministry guidelines. They are willing to alter their recipes to accommodate ministry requirements. We need to provide them with an understanding of what we require wrt nutritional breakdowns--do they have to be completed by an independent tester?
- (All choices will be nut-free, gluten-free. 3 out of 4 choices above are also dairy-free.)
- **Ordering**: Flow does not have an ordering solution. They would want us to set up School-Day or another solution for orders so that we collect funds from parents and pay them one sum monthly. Is it possible to use School-Day for multiple choices?
  To facilitate ordering through School-Day, and distribution of soups to students, we discussed creating a monthly menu rotating 4 items per month (one per week – as per the list above). That way, everyone who orders will eat the same option on the same day of the week.
- **Delivery**: Will provide items packaged in containers with labels. They can label and package them according to classrooms.
- **Timeline**: We discussed doing a "test run" of orders in May-June in order to gauge success for next September. However, this plan hinges on Flow providing nutritional information.

Action Item: Send soup update via email - Deb

Milk Program Update – Rebecca

- Moo Cow – they give us the fridge to use for free.
- Milk with screw tops.

- $0.58 – 250ml
- How big is the fridge? Can provide multiple fridges.
- Organic milk is not available.
- Chocolate milk: charged HST
- Delivery protocol: need volunteers to take the cooler bags to the classrooms daily.
- Action Item: investigate further - Rebecca

NEW DISCUSSION ITEMS

Strategies for Increasing Anti-Bullying Kit Use – Rebecca

[Deferred to next meeting.]

ADJOURNMENT

Motioned by: 1st: Deb 2nd: Barb

ADDENDA

These items were on the agenda for the meeting. However, due to time constraints, they were not discussed. The following information was distributed post-meeting by email.

Parent Survey Results – Jenny

[Due to time constraints, the following information was emailed post-meeting. Discussion deferred to an upcoming meeting.]

320 kids – 190 families.
53 completions – 27%

Items to note:

- **Council Meeting Nights**: Respondents indicated a preference for Thursdays for council meetings. Tuesdays were the second choice.
- **PitaPit**: Looks like we are meeting desires for number of PitaPit days per month.
- **Additional School Lunches**: 62% of respondents said they would consider purchasing additional school lunches if offered.
- **Swiss Chalet Lunch Option**: 25% indicated interest in Swiss Chalet. So, this option is worth investigating further.
- **Used Book Sale**: A significant number of respondents indicated that they like the Used Book Sale. We may want to consider resurrecting this event.

Action Item: Remove comments and create a PDF to disperse – Deb, Karen

Food Revolution Day – May 15 - Deb

[Due to time constraints, the following information was emailed post-meeting. Discussion deferred to emails.]

Background:

- http://www.foodrevolutionday.com/
- British Chef Jamie Oliver is leading a global Food Revolution Day on May 15th. He is asking schools and communities to participate. His mission: "To create a strong sustainable movement to educate every child about food, inspire families to cook again and empower people everywhere to fight obesity."
- **For Schools**: On Friday 15 May, Jamie will be hosting his Food Revolution Day cooking lesson, where he'll make his Squash it sandwich. Schools can tune in online and cook along with him in the classroom!
  How to do it? Before the day, register your school and download the school resource pack – filled with everything teachers need to prepare the lesson, including bonus activity materials.
  Read more at http://www.foodrevolutionday.com/schools/#4Ml7RB4wFOlpFxLe.99

Proposal:

- Since we have committed to hosting a "Healthy Kids Make Good Learners" event next year, I propose that we participate in Food Revolution Day on May 15th as a prelude to this event next year.
- If we agree, have support from the Principal and willing participation from teachers, I (Deb) will lead organization of the event.
- Goal: To spark kids' interest in food, food preparation, and local food.
- Action Item: please provide feedback asap. – Principal, Council