Conestogo Public School Council Minutes: Thursday, May 14, 2015

Upcoming events ***1***
Action Item Summary ***1***
Welcome & General Business ***3***
Attendance 3
Agenda – Review & Approval 4
Minutes, April 9th – Review & Approval 4
Presentations ***4***
Principal's Report – Brian Beney 4
Standing Agenda Items ***5***
Treasurer's Report – Karen 5
Committees & Events – Status Reports ***5***
Yearbook Update – Juli 5
Parent Directory Update – Juli 6
WRAPSC Report – Fiona 6
"Conestogo Counts" Math Night – Follow-up – Natalie & Jane 7
FunFair Committee Update – Jenny 7
Open Discussion Items ***7***
Key Leader Weekend – Barb 7
Milk Program Decision – Rebecca 9
2015-2016 PRO Grants Applications – Deb 10
New Discussion Items ***10***
Spring Social Dinner – Marsha 10
Council Roles 2015-16 – Jenny 11
Council Meeting Schedule 11
Budget Planning – Jenny 11
Adjournment ***11***

UPCOMING EVENTS

- **Next Council Meetings:**
  - Mon, June 15, 2015 – Please note this date change.
  - Thu, Sept 10 – First Council Meeting
- **Spring Social Dinner**: Wed, June 10, 2015, 4:30pm – 6:30pm
- **FunFair**: Thursday, September 24, 2015
- **Magazine Fundraiser Kick-off**: Sep. 22
- **WRAPSC meeting**: October 6

ACTION ITEM SUMMARY

Future Chair Rentals:

- Follow up with Mr. Grassi regarding tables for the FunFair and chairs for the Healthy Kids event. – FunFair Committee, Healthy Kids Committee

Year Book:

- **Math Night Photos**: Would be good to have a photo of the Math Night in the yearbook. Source a photo for the yearbook. – Jenny, Susan
- **Notice about photos**: Include request for additional photos in the order form. – Juli
- **Thank you to Mrs. Goodwin**: Source and give Thank You card – Co-Chairs

Budget Planning:

- Add a budget discussion to the agenda for June's meeting. – Deb, Chairs

40km Zone in front of schools:

- Fiona, provide Barb with the details wrt achieving our 40km zone to pass onto the gentleman who spoke about the 40km zone initiative. Barb to pass onto Sherry. – Fiona, Barb

Conestogo Counts Wrap-up:

- Outstanding payments. Final Tally of budget/costs. - Karen
- Submit Follow-up Report to Ministry. – Jane, Natalie

FunFair:

- Optimist Club: Call Optimists to reserve date Thursday, September 24, 2015. – Chris
- Healthy Kids: Investigate having someone come in for FunFair – Deb

Key Leader Weekend:

- Disseminate information to the Grade 8's and parents – Principal
- Sevec Quebec-Ontario Exchange program: Can look into the program and provide information for it too. - Barb

ESNS – Elementary School Nutrition Services:

- http://www.esns.ca/: Investigate this program further. – Marsha, Jenny
- June meeting. Prepare to discuss lunches and milk next meeting and finalise the plan. - Chairs

PRO Grant Applications:

- **Deadline**: Tuesday, May 19, 2015
- **Healthy Kids Make Good Learners**: Investigate options, submit proposal by the May 19th deadline – Deb
- **Science Night**: follow-up with Cedarbrae to get the grant wording and details for 2016 grant application. – Council Executive
  Cedarbrae Website: http://ced.wrdsb.ca/ Email: cedarbrae@wrdsb.on.ca
  ESQ: https://uwaterloo.ca/engineering-science-quest/

Grant Follow-ups:

- Follow up on the GRCA grant. – Karen

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

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

Spring Social Dinner:

- **Park**: Proceed with booking the park – Marsha
- **Bread Heads Pizza, Kitchener**: Mobile wood fire oven. Could consider having them as well. http://www.breadheads.ca/mobile/ Bread Heads as a second option. – Katherine, Marsha

Council Meeting Schedule:

- Next meeting rescheduled to: Monday, June 15, 2015**.** Send out an email notifying of the date change. – 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 15
Co-Chair	**Jenny Benham**	P	N	P	P	P	P	P	P	P	
Co-Chair	**Rebecca Hallman**	P	N	P	P	P	P	P	P	P	
Secretary	**Deb Jones**	P	P	P	P	P	P	P	P	P	
Treasurer	**Karen Hofbauer**	P	P	P	N	P	P	P	P	P	
Principal	Brian Beney	P	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	P	
	Marsha Ferguson	P	P	P	P	P	N	P	P	P	
	Jane Martin	P	P	N	P	P	N	N	P	N	
	Chris Sabean	P	P	P	P	P	P	N	P	P	
	Katherine Sunday	P	N	N	N	P	P	N	P	P	
	Susan Wagler	P	P	P	N	P	P	P	P	N	
	Fiona von Kannen	N	N	P	P	P	P	P	P	P	
	Agnes Lehtonen	N	N	N	P	P	P	N	P	P	
Parent Volunteers	Natalie Edery	P	N	P	N	P	N	N	N	N	
	Tim Alles	P	N	N	N	N	N	N	N	N	
	Juli Chinnick	P	N	N	N	N	N	N	N	N	
	Carolyn Rouse	N	P	N	P	P	N	N	N	P	
	Stephanie Forte	N	N	N	N	P	N	N	N	P	
Snacks		Jane		Fiona	Marsha		Chris		Marsha	Reb.	

Agenda – Review & Approval

Adjustments to Agenda:

- none

Agenda Approval Motioned by:

1st: Karen

2nd: Chris

Minutes, April 9th – Review & Approval

Adjustments to Minutes:

- Reposition items that were sent by email to create an addendum. Clearly indicate that they were not discussed in the meeting.

Minutes Approval with Changes Motioned by:

1st: Chris

2nd: Rebecca

PRESENTATIONS

Principal's Report – Brian Beney

Before and After School Update

- Good news - Conestogo PS will once again offer the Before/After School programs for children grades JK - 6 in 2015-16.
- Parents can continue to register at https://regionofwaterloo.onehsn.com/
- A letter will be sent out to all our parents re. this information.

Organization and Staffing for 2015-16

- FDK (2 sections), 1, 1/2, 2/3, 3, 3/4, 4, 5, 5/6, 6, 7, 8
- One FDK and grade 8 teacher position is still needing to be filled.

Safe, Caring, Inclusive School Survey

- This annual survey is now available to be completed by parents, students and staff.
- The survey can be accessed from our school's website: www.con.wrdsb.ca
- The survey will remain **open until May 31, 2015**.
- All parents are encouraged to complete the survey as we use this information to monitor our progress and plan for next year.

ETFO Labour Updates

- 'Work to Rule' - Phase One is in place as of May 11.
- Our teachers are a dedicated group of professionals committed to a safe and caring learning environment who put students first. They continue to focus on our Board's core business, which is the learning of students.
- In the Education sector we have a new Collective Bargaining Framework as set forth in legislation two years ago. This involves separate bargaining at a provincial table and a local table. I am not at liberty to make any comment about the progress or what some of the complications may be leading to this current action.
- ETFO Provincial office has directed its members to not:
    - Attend system or provincial professional development sessions or meetings.

- Be involved in preparation or administration of the EQAO testing.
- Complete comments on the final report card. Only marks will be entered.

- Teachers will continue to plan for extra-curricular events, year-end trips, help students outside of class time and speak with parents as needed.
- I cannot guarantee that there won't be a further escalation of strike action up to and including full withdrawal of services. I cannot predict the duration of this action or what activities may or may not be run down the road. At present we are not cancelling any year-end trips or events, but I am monitoring the situation on a weekly basis.
- I will communicate updates to our parents in a timely manner as needed. This will be in the form of messages on School-Day, our website and/or printed letters as necessary.

Questions or Comments?

- Parent question: Recess equipment racks: are they out yet? A lot of kids are bringing their own equipment.
  Response: We will start putting them out.
- Parent question: What are the students being told about the strike?
  Response: They are not given details. They are told their parents will receive updates.

STANDING AGENDA ITEMS

Treasurer's Report – Karen

[see written reports]

- Net income this month. PitaPit cheque and magazine payment came in.
- Small items still to be paid for the Math Night.
- **Future Chair Rentals**: Mr. Grassi informed us that if he has 6-weeks notice, he can reserve chairs free of charge from the Board. (Could we possibly get tables too?)
  Action Item: Follow up with Mr. Grassi regarding tables for the FunFair and chairs for the Healthy Kids event. – FunFair Committee, Healthy Kids Committee
- Currently balance of $9,400 approximately.
- **Music Grant**: Can we contemplate purchasing the music equipment for Lisa? We have attempted to contact the grant organization but have not received a reply back. Discussion.
  Decision: Too many risks associated with spending the money in advance. Will wait for the grant decision.
- **Teacher's Allocable**: Rather than allocating a small amount to each teacher, the Principal now allocates to teachers at his discretion. From a school financial perspective, we are in a good position.
- **Projectors on the Ceilings**: We would still like to outfit 3 classrooms.
- **iPads**: We have enough. We will receive more through the system, and more Chromebooks.
- **Technology Upgrades Budget**: we could put that toward projectors.

COMMITTEES & EVENTS – STATUS REPORTS

Yearbook Update – Juli

- Juli and Mrs. Goodwin have been working on the yearbook. They are awaiting any final photos to be added.
- **Activity Photos**: We would love to have more photos. So, if you take photos, please provide them for the yearbook next year.
- **Price**: For the yearbook this year, we are looking at $15/yearbook.

- **Yearbook Orders**: Will post yearbook orders on School-Day next week. Give people time to order their books by the beginning of June. Will be delivered in time for the end of the school year.
- **Math Night Photos**: Would be good to have a photo of the Math Night in the yearbook.
  Action Item: Source a photo for the yearbook. – Jenny, Susan
- Last few years, Mrs. Goodwin has been doing the majority of the work on the year book.
- **Notice about photos**: Can you include a request in the order form for additional photos?
  Action Item: Include request for additional photos in the order form. – Juli
- **Thank you to Mrs. Goodwin**: Can we provide her with a Thank You card?
  Action Item: Thank You card – Co-Chairs
- **Binding**: We are investigating pricing for two types of binding. We will allow parents to choose when they order.

Parent Directory Update – Juli

- Was a success this year.
- All families have the option of being included or not.
- **Next year**: We need to transfer ownership to someone else next year.
- **Google Form**: Next year, we can move to a Google Form. That way, we alleviate the chance of transcription errors. There are a few families who are not online but we can enter those manually.

WRAPSC Report – Fiona

- They will be doing 3 information nights this fall: November – how to run a school council for school council chairs and school principals to attend – more info will follow.
- Cedarbrae did a family science night with their pro-grant. Partnered with ESQ (Engineering Science Quest). It was very easy, ESQ did a lot of the work. Set up in 4 different classes and one in the gym. They are a K-6 school. $750 for them to run 4 classes and activity in the gym. One meeting with school beforehand to look at which classes to use and decide which activities to do.
  From their website: Family Science Night... on Monday January 27th from 6-8 PM. The ENTIRE family is welcome to come out and participate in some great ESQ Waterloo activities.
    - **Action Item**: follow-up with Cedarbrae to get the grant wording and details for 2016 grant application. – Council Executive
      Cedarbrae Website: http://ced.wrdsb.ca/ Email: cedarbrae@wrdsb.on.ca
      ESQ: https://uwaterloo.ca/engineering-science-quest/
- Queensmount – 425 grade 7/8 students – have a large immigrant population and many different languages. Had a parent night – how to understand report cards – had interpreters available. Sent out letters in the top 7 languages.
- **40km zone in front of schools:** Schools in Wilmot Township are trying to get 40 km zone for school zones and running in to some problems getting this through. (I will get the name of the person who spoke at WRAPSC to Barb and she can put them in touch with the person who worked on this for our school)
    - Discussion: There is a 40km zone in front of our school. Did we take action to get that zone? Sherry Cochrane lead that initiative. It took her several years to accomplish it. She also worked to get a crossing guard back and a sidewalk at the back of the school.
    - **Action Item**: Fiona, provide Barb with the details to pass onto the gentleman who spoke about the 40km zone initiative. Barb to pass onto Sherry. – Fiona and Barb
- PIC update – PIC symposium was well attended and great feedback.
- PAN AM activity day – green box with info was delivered to each school to help with ideas on how to run a PAN AM day.

- Budget info was presented – budget meeting dates have been made public. They were going to send their presentation along and when we get it I will share.
- Next WRAPSC meeting is Oct. 6th.
- Parent comment: PIC conference was really good.

"Conestogo Counts" Math Night – Follow-up – Natalie & Jane

[Natalie and Jane were not in attendance. Jenny provided follow-up details.]

Outcome:

- Positive feedback.
- Good attendance.
- **Early Years**: Comments from Agnes, who helped in the Early Years room: Excellent help from Early Years. She brought additional toys and games. The kids played math games. It went very well.
- **Children's Place**: Feedback from there was very good as well. She also facilitated math games.
- **Overall response**: 72.5% of respondents to the survey said that the event was "Very Worthwhile".

Action Items:

- Outstanding payments. Final Tally of budget/costs. - Karen
- Submit Follow-up Report to Ministry. – Jane, Natalie

FunFair Committee Update – Jenny

Date: Thursday, September 24, 2015

- Committee has been formed.
- Donations/Raffles: Separate letter to our community requesting donations. Heads up in June calling for donations from the school community. With a timeline for providing in advance.
- Committee Meeting: We will schedule a meeting before the end of school year.
- Dunk Tank: will we do it again? Need a better location for it. Principal is game if he can get a wet suit.
- Project Plan is in progress.
- Optimist Club: Call Optimists to reserve date. - Chris

OPEN DISCUSSION ITEMS

Key Leader Weekend – Barb

[The background information included below was disseminated to the council group prior to the meeting and a summary provided at the meeting.]

Goal: To let Grade 8 students this year know about this opportunity so they can register for it now in order to attend in their Grade 9 year.

Principal response: In concept, it sounds good but at this time of year it is difficult to keep the kids engaged in finishing off their year. For them, next year seems very far away. They may not be engaged at this point in the year.

Action Item: Disseminate information to the Grade 8's and parents – Principal.

Parent comment: Sevec Quebec-Ontario Exchange program. Can look into the program and provide information for it too. - Barb

Background:

WHAT IS KEY LEADER?

Key Leader is Kiwanis International's leadership education program for students, primarily in high school. The Key Leader mission is to provide a life-changing experience that inspires young people to achieve their personal best through service leadership.

GRADE 8 STUDENTS:
Registration is open for you to participate in a Key Leadership weekend next October! Registration details are included below.

WHEN & WHERE IS IT HAPPENING?

There are many Key Leader weekends scheduled globally. The closest one to us is happening:

Date: October 23 - 25, 2015

Site: Circle Square Ranch - Brantford

Location: Brantford, ON

Contact: Jacqui McFarlane

Lead: Craig Crawford

WHERE CAN I FIND MORE INFORMATION ABOUT KEY LEADER?

http://www.key-leader.org/

WHO CAN ATTEND A KEY LEADER EVENT?

Events are open to all students ages 14 to 18, including those currently in a Kiwanis student group such as Key Club and students who have not yet been a part of a Kiwanis family program. There is no limit on the number of participants from the same school.

WHAT IS THE SCHEDULE FOR THE WEEKEND?

Students will arrive for registration from 4p.m. to 6 p.m. on Friday and depart after 11:30 a.m. on Sunday. All lodging, meals and activities are at the event site during that time.

WHAT HAPPENS AT A KEY LEADER WEEKEND?

The students have large- and small-group activities, with a combination of lectures, discussion, interactive activities and audio-visual presentations. Every weekend will offer a lot of fun with new friends. Take a look at the sample weekend agenda.

WHICH ADULTS WILL BE PRESENT DURING THE WEEKEND?

A professional Key Leader facilitator will lead the event. This facilitator brings to the program excellent experience working with young people, and has successfully completed a training course on the curriculum.

Each Kiwanis district provides trained adult volunteers to coordinate the logistics and supervise students. Kiwanis International completes a limited criminal history background check on all of the adults who will be present for the weekend.

HOW MUCH DOES IT COST?

The all-inclusive cost is CDN$280 for each student. A school, Kiwanis club, community organization, religious group, family or others can sponsor a student and pay the cost.

ARE THERE ANY DISCOUNTS?

Through a generous grant from the Kiwanis International Foundation, the first 1,000 members of Key Club who register for an event will receive a US$25 discount.

HOW DO STUDENTS REGISTER?

Select the Register Now page. Be ready to provide basic contact information, including an e-mail address. Students will need to list an adult who recommends them for the program (the nominator), and the adult or organization who is paying their fee (the sponsor). After completing this form, the registration can be paid by credit card or an invoice will be sent to the student, the nominator and the sponsor. That invoice needs to be paid by check or credit card before the student will be accepted. Please note, participants who register within 14 days of an event will be charged a US$25 late fee.

See the schedule of events which includes dates, locations, event contact information and the lead facilitator for each event. E-mail your questions to the contact for the event that interests you. You many also direct questions to the Key Leader staff at Kiwanis International.

Milk Program Decision – Rebecca

Background:

- Moo Cow – they give us the fridge or fridges to use for free.
- Weekly deliveries. Minimum of 3 cases per delivery. You get your supply for the week.
- Milk with screw tops.
- Cost: $0.58 – 250ml. We had discussed charging $0.75 per container.
- 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.
- Would start in September/October next year.

Discussion:

- Would run every day per week? Thinking maybe 3 days/week.
- If we sign up, are we obligated to get it that often?
- Location for the industrial fridge: Principal comment: problematic. We still do not know where we would put the fridge.
- Jamie's fridges: He has two older fridges using a lot of electricity. Could we remove those fridges and replace with this new one?
  Principal: That location is an issue—it is a locked storage room and should not have easy access. An alternative would be to have cold milk delivered on the days you need it in cold packs. Is there an organization that does that? Then we wouldn't have to worry about a fridge.
- Parent question: What is the reasoning behind having a milk program?
  Response: To give them a healthier option to pop or juice at lunch time.
- **Value Nutritionally - Parent Comment**: As a mom and nutritionist, my knowledge about milk tells me that so many children have sensitivities to dairy that are not obvious and milk can cause so many behavioural issues. Chocolate milk is full of sugar, which causes your immune system to be depressed and fogs the brain so kids can't learn. To me, water is what everyone should be drinking. I can see the milk program as potentially causing more issues than it solves.
- It would be an option for parents to purchase. Not everyone has to order it.
- **Environmental concerns – Parent Comment**: Bringing milk to school versus purchasing from bottles: environmentally, it is so much better to reuse containers rather than putting these containers into waste disposal.
- **Cost breakdown – Parent Comment**: 4litres = $5, 1litre = $1.25/litre / 4 = $0.31/250ml serving. It is so much more economical to bring your own milk to school.

- **ESNS – Elementary School Nutrition Services**: Marsha's school uses this program; they also have Lunch Lady but otherwise everything is run through this program. This program will also include milk. It is all ordered online and organized. It includes milk but they have a fridge at the school. Parents order online and the food comes. People volunteer at the school and some are paid by the ESNS organization. The volunteers prepare the cooler bags and the students come to pick them up and take them to their classrooms.
  http://www.esns.ca/: "Elementary School Nutrition Services provides full management and support of your School's nutrition program. This includes access to on-line ordering for parents, electronic payment and collection of funds, ordering and delivery of products, class distribution lists, and parent documents. We are available to help parents and volunteers by email or by telephone 5 days a week."
  Action Item: Investigate this program further. – Marsha, Jenny
- **Fridge**: we do not have a fridge and a fridge is necessary to have milk.
- **Action item**: June meeting. We will discuss lunches and milk next meeting and finalise the plan. - Chairs

2015-2016 PRO Grants Applications – Deb

- **Submission Deadline**: Tuesday, May 19, 2015
- **Theme**: Healthy Kids make Good Learners night – Nutrition, Fitness, Mental Health

Discussion:

- Keynote speaker: Deb has been corresponding with two different speakers. Cost of the favoured speaker is prohibitive as she would be coming from New Hampshire. Comment: we could do a webinar.
- Booths outside the gym: kids have curriculum-associated projects—like science fair projects but healthy lifestyle oriented—and have booths at the evening. We engage the students in the evening, and they encourage their parents to attend in order to see their projects.
- Cost-sharing: Find another organization to share costs. Perhaps a healthfood store like Fiddleheads.
- Parent comment: takeaways—kids come home with information about a healthy snack. Suggestion: young moms who enter the school. We are nervous about lunches—if you can show us and give us tips for kids' lunches. Ideas and suggestions. Introduce to young families.
- Gauge success: with a survey and with Healthy Lifestyle Challenge Contracts that families can sign.
- Kids lunch ideas: things you can pack in your kids' lunches.
- Take-aways: Samples, recipes, things that can go home.
- St. Jacobs Health Centre: contact them as a possibility to send someone out.
- Parent comment: if you are planning on educating young families on healthy lunches, would be good if there is a way to get someone to come at the beginning of the school year to talk about healthy lunches.
- **Suggestion**: Have someone come in for the FunFair to have a booth and give some information.
  Action Item: Investigate having someone come in for FunFair – Deb
- **Action Item:** Complete the grant application based on this discussion and submit online by the deadline. – Deb

NEW DISCUSSION ITEMS

Spring Social Dinner – Marsha

Proposed Date: Wed June 10th, 4:30pm – 6:30pm

- **Schmuck Truck**: he is available Wednesday, June 10th. So, they are holding that date.
  http://www.schmuckngourmet.ca/
- **Conestogo Park**: The park is available on June 10th. But, this year, we were told that there would be a $164 fee. We need to clarify. Comments: We shouldn't have to pay for the park. Will investigate further.

- **Funds available**: Principal: We have $500 sitting in a fund for "parent engagement". We could use that, if required.
- **Our school versus the park**: We used the park last year due to construction concerns at the park. The park has bathrooms. The school would not be open. It is nice for the kids to play in a different environment for a change.
- **Two Schmuck trucks versus one**: could investigate two trucks to ensure there are not long lines.
- **Bread Heads Pizza, Kitchener**: Mobile wood fire oven. Could consider having them as well. http://www.breadheads.ca/mobile/
  Action Item: Investigate Bread Heads as a second option. – Katherine, Marsha
- **Pre-orders**: We did request people pre-order—to give the vendor an idea of quantities.
- Can also bring your own food rather than eating off the truck, if you prefer.
- **Decision**: Proceed with Wednesday, June 10th. All in favour. Motion passed.

Council Roles 2015-16 – Jenny

- Community Representative: We had a goal this year to bring in a community representative.
- Executive: will continue next year. Current executive is willing to continue.

Council Meeting Schedule

Next Meeting: Monday, June 15, 2015

- Due to a conflicting commitment, the Principal is unable to attend our regularly scheduled meeting. Decision: reschedule.

Action Item: Send out an email notifying of the date change. – Deb

- **Meeting dates for next year**: Parent survey indicated that the majority of parents still prefer Thursdays for meetings. Can we choose a different Thursday night next year? First Thursday of the month? School starts on September 8th.
  Decision: We can choose the 1st Thursday of each month, with the exception of the first meeting since school starts later.
- Thu Sept 10 – First Council Meeting
- Sep 22 – magazines kick-off.
- Sep 24 – FunFair.

Budget Planning – Jenny

- [deferred to June]

ADJOURNMENT

Motioned by: 1st: Barb 2nd: Agnes