Conestogo Public School – Council Minutes: Thursday, May 12, 2016

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UPCOMING COUNCIL EVENTS

- **Next Council Meeting**: Thu Jun 9
- **Spring Social Dinner:** TBA

2016-17 Event Dates:

- Fun Fair: Thursday, Sep 22, 2016
- Magazine Fundraiser Kickoff: Tuesday, Sep 20, 2016 at 2:15pm
- JungleSport Student Fitness Week: April 10-13, 2017

ACTION ITEM SUMMARY

Principal's Profile

- Due May 13th complete and submit Principal Profile to lori_willsteed@wrdsb.on – Chairs

Spring Social Picnic in the Park

- Proposed Dates: Wed June 1 or Wed June 8.
- Review dates for the park. – Marsha
- Book Schmuck Truck - Marsha

PRO Grant 2016-17 Application

- Create proposal for submission for social media literacy. – Executives

Healthy Kids Make Good Learners - PRO Grant Event

- Reports due by June 3rd – Deb, Principal

Jungle Sport Fitness Event 2017:

- **Date:** April 10-13, 2017
  Provider: Jungle Sport http://www.junglesport.ca/
- **Contract and Deposit**: $500.00, due in April. – Katherine, Karen, Mr. Beney

Crossing Guard Position Opening for 2017-18 School Year:

- **Crossing Guard Needed**: Communicate the opportunity to the school community. – Council

Communications Committee, Council Secretary, Community Rep

- Consider people for these roles (Executive Secretary, Communications Committee, Community Rep). – Council

Fun Fair

- Scheduled: Thursday, Sep 22, 2016
- **Food Donation - Optimist Club**: Contact them with the date. – Jenny
- **Announcements**: Send out Save the Date and prepare donation request letters for June 1st – Fun Fair Committee

Art Room Committee

- Request options for dates and times from teachers to help organize the art room. - Deb

WELCOME & GENERAL BUSINESS

Attendance

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

Role	2015-16	Sep 10	Oct 8	Nov 5	Dec 10	Jan 14	Feb 4	Mar 10	Apr 14	May 12	Jun 9
Co-Chair	**Jenny Benham**	P	P	P	P	P	N	N	P	P	
Co-Chair	**Rebecca Hallman**	P	P	N	P	P	P	P	P	P	
Treasurer	**Karen Hofbauer**	P	P	P	P	P	P	P	N	P	
Secretary	**Deb Jones**	P	P	P	P	P	P	P	P	P	
Principal	Brian Beney	P	P	P	P	P	P	P	P	P	
Teacher											
Parent Members (10)	Marsha Ferguson	P	N	P	N	N	N	P	P	P	
	Stephanie Forte	P	N	N	P	N	P	N	N	P	
	Agnes Lehtonen	P	P	N	P	P	P	P	N	P	
	Chris Sabean	P	P	P	P	P	P	P	P	N	
	Katherine Sunday	P	N	N	P	N	P	N	N	N	
	Susan Wagler	N	N	N	P	P	P	N	P	P	
	Fiona von Kannen	P	P	N	P	P	P	P	P	P	
	Aimee Leveck	P	P	N	N	P	P	P	N	N	
	Shawna Gingrich	N	P	P	P	P	N	P	P	P	
	Carolyn Rouse	P	P	P	P	P	P	P	N	P	
Parent Volunteers	Juli Chinnick	P	P	P	N	N	N	N	P	N	
	Karen Forsyth	N	N	N	P	P	N	P	P	P	
	Lori McCrae	P	N	N	P	P	N	N	N	N	
	Jen Sellars	N	N	P	N	N	N	N	N	N	

Agenda – Review & Approval

Adjustments to Agenda:

- Removed magazine update.

Agenda Approval with changes Motioned by:

1st: Rebecca

2nd: Agnes

Minutes, Apr 14 – Review & Approval

Adjustments to Minutes:

- Yearbook Leader: references changed to "Yearbook Volunteers".
- Fun Fair date: Corrected from Tuesday, Sept 22nd, to Thursday, Sept 22nd.

Minutes Approval with changes Motioned by:

1st: Carolyn

2nd: Karen

PRESENTATIONS

Principal's Report – Brian Beney

Upcoming Events / Activities

- Jump Rope for Heart
- Cake Raffle – all funds now going to relief in Fort McMurray
- Talent Show / Choir Concert
- Year-end trip planning
- Updated May/June Events will be posted on *SchoolDay*

Dress Code Revisions/Discussion

Students, staff, parents and volunteers are required to wear appropriate, comfortable, and safe clothing that is neat, clean, and in good taste. No article of clothing shall be worn that distracts from the education process. Dress code expectations are:

- Hats (or any other headgear) should not be worn inside the school.
- Tops should have straps two fingers wide and should be long enough to be tucked in.
- Shorts should have a minimum inseam of 'three fingers width'. Skirts need to be of a similar minimum length.
- Footwear should be worn at all times.
- Undergarments must not be visible.
- Writing or symbols that are obscene or suggestive of obscenities, alcohol, substance abuse, or an unhealthy attitude toward school are not productive for a positive school environment and are not permitted.
- These guidelines may be changed at the discretion of the Principal.

Discussion:

Tops: Should we allow spaghetti straps?

- Parent comments: Keep two fingers wide.

Shorts: Length of shorts/skirts:

- Parent comments: The 3-finger inseam is too short. The length must be long enough that the fingertips touch the bottom when arms are held at sides.

Decision: leave shirts unchanged. Change shorts.

Students Going Off Property

- What Grades?
- What Locations?
- Notes required at the beginning of the day.

Details:

- Rumbletums cannot handle the traffic from students in the time allotted to students.
- Students must cross the busy street without adult supervision.
- Sittlers is less problematic because they do not cross the street.
- Historically, students were allowed to leave to go home for lunch.

New Guidelines:

- Students must deliver their note to the office first thing in the morning.
- Grades 6-7-8 with a note may go off the property to Sittlers or Rumbletums. No grades below that.

PALS Program 2016-17

- Playground Activity Leaders in Schools.
- Grades 4 - 8 student leaders organizing games/activities for Primary students.
- Training, equipment provided for a one-time cost of $400.
- Initial start-up cost – can Council cover this cost?
- **Motion to cover $400 investment for PALS program**: 1st Rebecca. 2nd Deb. Motion passed.

Mudpuppy Chase 2016

- **Event**: Sunday May 1, 2016
- http://www.MudpuppyChase.com
- Over 50 participants. Lots of excited kids and families. Over $2000 raised.
- Parent: My kids really enjoyed it and were happy to see the school represented officially.

STANDING AGENDA ITEMS

WRAPSC Report from May 3 – Fiona

- Last WRAPSC Meeting: Tue May 3rd
- PIC event in April – there was a note taker in each session and those notes will be available for everyone the end of May.
- Principal Profile due May 13th but you can still send them in after the due date lori_willsteed@wrdsb.on
  Action Item: complete and submit Principal Profile - Chairs
- Discussions held as part of the WRAPSC meeting – note taker at each discussion table – will be available in WRAPSC meeting minutes
- Discussions on the role of council and that we are not just for fundraising but for sharing information to/from parent community.

PRO Grants:

- Some have found better turnout at events when parents and kids are involved together.
- Pro-Grants – science night, math night are common uses for this grant.
- http://skybuffalo.net/DRUMS.html a school in the past has had this program and made drums, which are now kept at the school for ongoing use.
- Communication – one school instead of sending home flyers with the kids for upcoming events prints off labels that go right into the planners.
- Some schools host movie nights.
- Someone suggested having grade 7 and 8 students attend a school council meeting to share ideas on what they would like for the school and get their input.
- One school had a reading night, children read with parents – the Public Library is a good resource to invite for this.
- "Pizza for everyone" – school does this so that everyone can get pizza even if you cannot afford to pay. A sign up form goes home and you return the form and then in a separate envelope the payment – if you cannot afford pizza you send back the empty payment envelope. The payment envelopes are separated from the pizza order form when back at the school so when the school opens the payment envelope and if there is no money included they do not know who was unable to pay – keeps it anonymous and then anyone who wants pizza gets pizza. I believe you also have the option to pay more if you can afford it and their funds raised from pizza sales have not decreased as a result of offering this option.
- Maple Syrup Grant – this was mentioned at the meeting – when I look at their website there are schools they have provided a grant to in the past. The grant application period for this year has passed but it ran from the date of the syrup festival to the end of April. This is something we could consider next year if we are planning something that requires some funding. I have e-mailed them to find out if you have to be in Elmira or just part of Woolwich Township as several Elmira School Councils were awarded grants in the past. At the WRAPSC meeting the school who had received this grant used it for more library and home reading books.
- There will be positions available on the PIC (Parent Involvement Committee) for next school year. You have to apply for these positions and the information will be posted on their website. The WRAPSC committee will also have openings – the process is less formal and you can put forward your name at the first WRAPSC meeting in the fall.
- Next WRAPSC meeting is in the fall.

COMMITTEES & EVENTS – STATUS REPORTS

Yearbook Committee Volunteer – Jenny

- Shawna has volunteered!

Succession Planning:

- **Council Executive Secretary**: position open for 2016-17 school year.
- **Crossing Guard**: needed for 2017-18 school year.
- **Yearbook Committee Volunteer**: a second volunteer is sought for 2017-18 school year.

2016-2017 PRO Grants Applications, Due May 29 – Jenny

- Binary Tattoo - social media awareness: Helping kids and parents understand that online data is permanent. For instance, Kicks app is completely anonymous and not tied to a phone number—parents need to be aware of these issues.
- Parent comment: Floridale school just did a presentation, which was very informative.

- Should we be applying for the PRO Grant this year? Yes.
- Form a committee after approval.
- Submit the application.

Preferences:

- Science: Shawna, Karen, Carolyn, Deb
- Social Media: Fiona, Agnes, Steph, Rebecca, Susan
- Decision: Social Media
- Budget required for: Speaker, Refreshments, Childcare, Advertising

Post-Event Survey Results from Last Year:

[This information was reviewed briefly by Deb and Rebecca in the meeting. These details are provided as an addendum.]

Last Year's Survey: https://docs.google.com/forms/d/12tZUFiHn61kaIXvXuaEZJ5VwwvmCZ8er2mLdizVyRmA/viewform

Choice:	**Conestogo Counts Attendees - Number Selected:**
Science - Learning & Enjoyment	19
Health & Wellbeing	14
Literacy - Learning & Enjoyment	12
Social Media Literacy	12
Music - Learning & Enjoyment	8
Multiculturalism	3
Other	Special Ed resources (enrichment vs remediative)

Choice:	**Healthy Kids Attendees - Number Selected:**
Music - Learning & Enjoyment	4
Science - Learning & Enjoyment	3
Social Media Literacy	3
Literacy - Learning & Enjoyment	2
Multiculturalism	2
Other	Creativity/Problem solving and the 21st century skills

Action Items:

- Create proposal for submission for social media literacy. – Executives

Safe, Caring, Inclusive School Survey – May 13 deadline – Agnes, Mr. Beney

- Please complete the survey!

Staff Appreciation Treats – Follow-up – Shawna, Jen

- Lots of treats. It was a success.
- Lunch: Next year, will change to any crockpot meal.

Healthy Kids PRO Grant Event – Follow-up – Deb

Event Date: Thursday, April 21, 2016
Survey at: www.myhappyhealthyfamily.ca

Attendees: 50 registrants, approximately 45 attendees, 14 children at the Children's Place.

Survey Results: were provided in a separate email. Overall, very positive.

Report:

- Deadline June 3, 2016

Lessons Learned:

- Do not schedule parent events for April—too many school events take place at that time. January or February would be a better time.
- School Doors: Announce that the doors will be locked, post signs on the inside of the doors, have a person watching the main door at all times to allow attendees need to enter or exit.
- Budget: Allocate budget for printed advertisements and miscellaneous. Funds can be reallocated between budget items.

Spring Social Train Ride – Deb, Marsha

Train Ride Details:

- **Organization:** Waterloo Central Railway http://waterloocentralrailway.com/
- **Cost:** $9.99 + tax = $11.29 = ticketing fees of $3.28 = $14.57 each
  (family of 4 = $58.28. Regular family pass is $65.40.)
- **Minimum Tickets:** We must commit to a minimum of 180 tickets.
- **Availability:** Thursdays or Saturdays, 5:00pm onward.
- **1hr Diesel Train Ride**: St. Jacobs Village – Elmira and back. 1 hour.
- **Meeting Location**: Village of St. Jacobs Restoration Shop: 50 Isabella Street, St. Jacobs, Ontario, N0B 2N0
  - Parking can be arranged with St. Jacobs Public School (next door).
  - Location includes wheelchair accessible washrooms.
  - This is their workshop, where they store the steam engine and complete restoration projects.
- **1 Train Run**: 1 train run only. Doing multiple runs greatly increases price.
- **Viewing the Steam Engine**: Before the train ride, they can include an informal talk about the history/trains.
- **Train Facilities**: Washrooms are available on the train coaches as is a snack bar.
- **Train Capacity**: 225 people.
- **Suggested/Possible schedule for the Evening**:
  - 5:00pm: Families start to arrive.

- 5:00pm - 6:00pm: picnic dinner outside – BYOfood, chairs, etc. (Food Truck?)
- 6:00pm: Informal talk, history/train lesson, viewing the steam engine.
- 6:30pm - 7:30pm: Train Ride.

- **Purchasing Tickets**: They will provide a private link, so our group can purchase tickets.

Discussion:

- Train ride is too expensive for families and too rushed for a school night.
- Repeat the same Picnic in the Park scenario as last year.

Picnic in the Park:

- Proposed Dates: Wed June 1 or Wed June 8.
- Schmuck Truck needs to be booked.
- Park need to be reserved.

Action Items:

- Review dates for the park. – Marsha
- Book Schmuck Truck - Marsha

Magazine Fundraiser Kickoff, Sep 20, 2016 at 2:15pm – Chris, Karen

- Kickoff: Tuesday, Sept 20, 2016 at 2:15pm
- Karen is going to start working with Chris!

Fun Fair, Thu Sep 22, 2016 – Jenny

- Scheduled: Thursday, Sep 22, 2016
- **Food Donation - Optimist Club**: Contact them with the date. – Jenny
- Donations: Letters went out in June requesting donations.
- Save the Date: Send out June 1st.
- Prize pickups: coordinate timing. Pickups that night work well.
- Schedule: end earlier so there is more time to wrap-up?
- Meet the Teacher: do we include that in the evening? Teachers could come and participate in the evening to meet parents but not have classroom time.
- Each person here needs to be on a committee and each of us must bring a friend from the community to help.
- Classroom baskets: Agnes and Susan will do the classroom baskets.
- Could families donate cakes?
- Raffle and Silent Auction: It is very popular—yes, continue with the raffle and auction.
- Waterloo Kung-Fu Academy Demonstration: Yes, confirmed.
- Wheelbarrow required for horses.
- Action Items: Send out Save the Date and prepare donation request letters for June 1st – Fun Fair Committee

Art Room Committee – Deb

- Ms. Sawyer has expressed the need to thoroughly clean out and organize the art room in preparation for next year. Please consider volunteering.

- Action Item: Request options for dates and times from teachers - Deb

Jungle Sport – Next Year's Fitness Event – Katherine

- Jungle Sport: http://www.junglesport.ca/
- **Booked for April 10-13, 2017**: Tentatively booked, pending contract and deposit.
- **Status**: awaiting contract and deposit invoice. Katherine followed up this week, invoice is coming.

OPEN DISCUSSION ITEMS

Treasurer's Report – Karen

[reviewed written reports]

- Incoming: small items from QSP and lunch money.
- Outgoing: Fun Fair prizes. Healthy Kids speaker and childcare.
- $400 is required for the PALS program. Allocate from existing funds.

Budget Planning for 2016-17 – Karen

Review of the current Budget:

- Planning for next year—where are we going to focus funds?
- Nest egg: We need to reserve about $5000 over the summer to pay Fun Fair fees. However, in the past we had retained an excess of funds. So, this year, we drew down.
- HST: We receive a rebate for all HST costs. These are deducted per line item.
- Expenses equal where we choose to allocate funds as a group.
- Sports Equipment: Remove funds—not needed next year.
- Math-based computer software: Will continue to fund these.
- Technology: Chromebooks – goal is to get to 1-1 device to student for upper grades and 1-2 device to student for lower grades. There is a trade-in program that will allow the school to trade in iMacs for Chromebooks.
- Literacy support: library bags, resources.
- Mad Science: Goal to provide more equitable access next year. Assembly is free if we bring in the program. Leave the line item in and use the funds either for the assembly or to fund kids who cannot afford the program? They offer one grant—we did not use this grant last year due to time constraints.
- Principal's Allocable: used at the principal's discretion. Teachers have access to funds through the regular school budget. For extra items, teachers come to the Principal for funds.
- Grade 8 Graduation: this year $500 was used here, and $1000 from school funds. (This year, the graduation is June 23rd). Additional funds may need to be allocated from council in future.

NEW DISCUSSION ITEMS

Spring Grounds Clean-up – Chairs

- Chris Bauer and her husband look after our gardens yearly.
- Chris confirmed via email that they do not require help with the gardens this year.
- Mulch was delivered today for the playground, funded by the School Board.

Bulletin Board – Chairs

- We have not been effectively using our Bulletin Board. What could we post on the bulletin board?
- Would be good to have a positive message for students on the board. Make people feel special when they read it.
- Mr. Beney: We plan to have a mounted screen by the office to display upcoming events, student work, etc. It will function as an electronic bulletin board.

ADJOURNMENT

Motioned by: 1st: Susan 2nd: Carolyn