Conestogo Public School – Council Minutes: Thursday, Nov 10, 2016

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UPCOMING COUNCIL EVENTS

2016-17 Event Dates:

- **Holiday Arrangement Fundraiser:**
  - Arrangement Delivery: Thu Dec 1, 2016 2:00pm
  - Arrangement Parent pickup: Thu Dec 1, 2016 3:30pm-5:30pm
- **Magazine Fundraiser:**
  - Prize Store: Monday Nov 28, 1:00pm - 2:00pm in the gym
  - Ice Cream Party: Friday, December 9, 1:00pm - 2:00 PM in the gym
- **JungleSport Student Fitness Week**: April 10-13, 2017
- **Council Meetings** (Third Thursday of each month):
  - Thu Dec 15, 2016
  - Thu Jan 19, 2017
  - Thu Feb 16, 2017
  - Thu Mar 23, 2017
  - Thu Apr 20, 2017
  - Thu May 18, 2017
  - Thu Jun 15, 2017

ACTION ITEM SUMMARY

Initiative/Project	Action Item	Member Responsible
Magazine Fundraiser	Post a note on School Day to remind parents/kids that they can donate QSP bucks for chicks at the prize store	Deb
	Is there another fundraising program that we might want to pursue as an alternative to magazines?	Karen F and Shawna (?)
	Brainstorm emoji-themed party ideas for 4 classes and bring ideas to next meeting	Council
Holiday Fundraiser	Help needed to organize and assist with parent pickup of items (Thursday, Dec 1, 2:00 PM)	Council, parent community
S'Cool Life Fund	Request parent suggestions for items to apply for grant money for (through School Day)	Deb
PRO Grant	Contact Binary Tattoo to confirm date and set up corresponding student session	Jenny/Laura
Teacher Appreciation	Post a reminder to parents to bring food	Brian
Art Shine	Determine if the program requires a minimum number of students to run	Karen
Council Constitution and Bylaws	Obtain official document that provides a tamplate/starting point for council bylaws and ethics	Deb to request from Brian
	Provide information/links for procedures that have changed since document was last updated	Brian
	Review bylaws and ethics for procedures that are clearly outdated (this will be a work in progress for a few months)	Council
Environmental Stewardship	Look into the program and consider leading this initiative	Council

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 15	Oct 20	Nov 10	Dec 15	Jan 19	Feb 16	Mar 23	Apr 20	May 18	Jun 15
Co-Chair	**Jenny Benham**	P	P	P							
Co-Chair	**Rebecca Hallman**	P	P	P							
Treasurer	**Karen Hofbauer**	P	P	P							
Secretary	**Gena Braun**	P	P	P							
Principal	**Brian Beney**	P	P	P							
Teacher Reps	Carolee Fox	Kendra Platt	Lisa Carere, Laura McMillan	Angela Bauman – P	Sherry Morland	Thea Kennedy	?	?	Melanie Morgan	Shannon Brown	Carolee Fox
Community	Susan Wagler	P	P	P							
WRAPSC	**Fiona von Kannen**	P	P	P							
Parent Members & Volunteers	**Marsha Ferguson**	P	N	P							
	Stephanie Forte	P	N	N							
	Agnes Lehtonen	P	P	N							
	Chris Sabean	P	P	N							
	Katherine Sunday	N	N	N							
	Aimee Leveck	N	N	N							
	Shawna Gingrich	P	N	P							
	Carolyn Rouse	N	N	P							
	Juli Chinnick	P	N	N							
	Karen Forsyth	P	P	P							
	Deb Jones	P	P	P							
	Erin Schmidt	P	P	P							
	Mel Thompson	P	N	N							
	Maritza Roger	P	N	N							
	Laura?	?	?	N							

Agenda – Review & Approval

Adjustments to Agenda:

- None

Agenda Approval with changes Motioned by:
1st: n/a
2nd: n/a

Minutes, October – Review & Approval

Adjustments to Minutes:

- WRAPC minutes resent by Fiona to be updated – dates etc. - check

Minutes Approval with changes Motioned by:
1st: Fiona
2nd: Gena

PRESENTATIONS
Teacher's Report – Angela Bauman

- Differentiated Instruction: Children come at varying skill levels and abilities and teachers need to determine levels and teach accordingly.
- Teachers typically do diagnostic first to determine what skill level various students are at.
- Students may then be divided into groups as follows:
    - Teacher works directly with struggling students and provides extra guidance and support
    - Other students may work in partners with similar skill levels and activities include applied problem solving (may mix grades in 2/3 split is skill levels are similar)
    - Higher level students will work on an "extension" to add to their learning
    - Additional activities available for children finished the activity and needing engaging activities without enrichment
- Enrichment students:
    - Teachers are working with a new model to avoid children being sequestered in small groups for short term with additional teacher. Enrichment students now work with their primary teacher in the class all year.
    - Enrichment activities may include a problem of the week (form UW), extension menus provided by the school, inquiry type tasks like developing games, etc.
    - Enrichment students are typically highly independent, self-motivated, efficient and love a challenge (not just "smart")
- Questions/feedback from Council:
    - Jenny: how does that work with split grades?
        - Angela: It works well because there is more variety in levels of activity available.
    - Fiona: Is the extension always planned?
        - Angela: Yes, and most children doing extension love the challenge
    - Several asked: Is it a lot of extra work for the teacher?
        - Angela: Just different. It can be more challenging if there are the same kids from a previous year due to split class.
    - Carolee noted that it can be challenging to make sure both levels have everything they need before moving on to the next level. Angela added that it can be difficult to recognize that some of the struggling kids may not quite make it to that level – and extra care is required to ensure that children that are not struggling don't get overlooked.

Principal's Report – Brian Beney

Note: As Mr. Beney is on sick leave, the following summary is from the Secretary's notes (not directly from the Principle's report document).

- PALS program update: Erin Forsyth teacher rep
  - Playground activity leadership with trained leaders (half day training session) and broken down into teams.
  - Scheduled every Tuesday and Thursday
  - Leaders visited primary classes to tell them about program and bulletin board in place
  - Morning announcements indicated planned activities
  - Monthly meetings for PALS leaders to plan activities
  - Lots of interest from primary students
  - New training session in February
  - Not a new program for the school board, but newer for our school. Initially the student leaders find it challenging, but there has been lots of enthusiasm
  - Feedback from council:
    - Deb: started as a challenge, but them successful (Marsha has had good feedback as well)
- Progress reports and parent teacher interviews:
  - PD afternoon (Friday) has been set aside, and Thursday afternoon and evening available
  - Change that Brian wanted to point out: the main office used to coordinate all meetings, no longer the case
  - Onus now on individual teachers that they make themselves available for meetings at any time for issues of concern – School day can be used by teachers to schedule. Some parents are happy to have a quick phone call, or can do face to face for 50 minute meetings
  - Questions: None
- Safe Caring and Inclusive Schools
  - Pink shirt contest – student reps liked the idea – plan to proceed with competition to design anti bullying pink shirt, and shirts will be available for purchase for anti-bullying day in February
  - They will meet again in December and then update on team ideas. Team has parent reps will them report to CPS council. Students can talk to student reps. Have a teacher rep, EA to provide overview of all classes
  - Reps include: Student reps are: Mckayla, and Colton (grade 7 and 8 student reps), Jamie Robertson (teacher), Agnes Lehtonen (parent), Andy Bellows, Linda Barth (EA rep)
- Remembrance day assembly
  - Totally student run under guidance of Ms. Kennedy
  - Classes made wreaths
  - 10:40 AM assembly open to the public
- Mr. Beney off on sick leave for two weeks (back on Nov 29)
  - Darv Easton retired principle to step in (Brian to post on school day)

COMMITTEES & EVENTS – STATUS REPORTS

Fundraising update – Chris

Magazine Fundraiser – Follow-up

- **This Year Profit**: $6,795
- **Prize Store:** Monday Nov 28, 1:00-2:00 in the gym.
  - Chris has enough volunteers
  - Parents need to be reminded that their Children can donate QSP bucks for chicks at the prize store

  - ACTION ITEM: Deb will post a reminder on School Day
- **Ice Cream party:** Friday, December 9 (NOTE DATE CHANGE), 1:00 – 2:00 in the gym.
  - Chris has enough volunteers
- **Class Parties:** 4 classes have earned a party. Dates and party ideas needed (in the past we have done bear making, movie and popcorn) We need to follow the emoji theme. SUGGESTIONS NEEDED. Ideas brought up during the meeting include:
  - Decorating socks with emojis
  - Make stress ball out of corn starch and balloons and decorate as emoji
  - ACTION ITEM for all: think of and research party ideas and bring information to next meeting
- **Contract**: Our contract is up after this year. Ideally this (or a similar) fundraiser will provide between 8-10K in funds for the school.
  - Alternative options:
    - Cookie Dough, Coffee, Colt Dash (Erin)
    - Mabel's labels (minimal time commitment, need to keep track of promotional dates)
    - ACTION ITEM for all: think of and research new ideas and bring information to next meeting
  - FOLLOW UP: We will need to decide at the DECEMBER MEETING to meet Feburary17th QSP deadline if we want to sign another 2-year contract for magazines.
- **Fundraising Leadership:**
  - Chris has indicated that she is interested in having someone else take over fundraising
  - Shawna and Karen F indicated they would be willing to consider doing this as a team

Holiday Arrangement Fundraiser

- Profit to date: $713
- Thurs Dec 1 - Delivery and Parent pickup - 2:00pm-5:30pm
  - ACTION ITEM/HELP NEEDED: Volunteers needed to organize and then hand out. Orders arrive 2:00pm. Pickups 3:30pm – 5:00pm

S'Cool Life Find Grant - Deb

- In the past, we have applied to the school life fund and received a grant for musical instruments
- **Application window:** Feb 1, 2017 to March 31 (typically under $3k).
- S'Cool intended to fund DREAMS (Drama, Recreation, Extra-Curricular, Arts, Music, or Sports)
- Mr. Beney suggested that we apply for something tangible that "goes right into the hands of the kids" (not room updates)
- Suggested funding requests:
  - Rebecca: use for musical next year?
  - Marsha: outdoor seating or other activity?
  - Shawna: Raised sandboxes in troughs – so younger grades are not digging in the dirt
  - Marsha: Water trough outdoor ideas?
  - Karen: Replace logs with similar or something that would not rot
- FOLLOW UP: Discuss in December meeting and make a decision by January meeting.
- ACTION TIME: Deb will put a notice on School Day asking for parent feedback on S'Cool funding application

Pro Grant Update - Laura

- Laura was not available this week
- Binary Tattoo holding Feb 7 as date for parent presentation (7:00 – 8:30 PM)
- **Student inclusion:**

- My Beney suggested that we may want to include the students in this imitative as well, however the PRO grant does not cover this
- Suggestion to have council cover the cost of a student session.
  - Motion to procced: Fiona
  - Second: Deb
  - MOTION PASSED

- ACTION ITEM: Jenny/Laura will contact Binary Tattoo this week to confirm

Teacher Appreciation - Shawna

- Teacher Appreciation Lunch – Nov 17
- One person signed up – PLEASE SIGN UP – ACTION FOR EVERYONE (Nov 17th) (no carrots, bananas, peanuts)
- Cold salads, crock pot (soup, chili, pasta), bring first thing in the morning
- No sweets please
- Mr. Beney indicated that they do have power bars that can be used (don't overload) – ask Steve Smith (head custodian)
- ACTION ITEM: Mr. Beney to post a reminder on School Day

Library Book Fair - Shawna

- Open Thursday, Nov 17 at noon until Monday, Nov 21 at noon.
  - students and staff through in the afternoon on Thursday
- Items include stocking stuffers
- Parents can buy a book for the class as a Christmas present for the teacher
- Shawna will set up prize draws and have a pirate theme

STANDING AGENDA ITEMS
WRAPSC Report – Fiona

- Sat Nov 26, 8:30 to 2:00 – Digital Summit
- November 26-27: Power of Ideas Tour (the Perimeter Institute)
  - In this travelling science expo from Perimeter Institute and Actua, young Canadians and their families explore the incredible ability of the human mind to question, make, and innovate. The Power of Ideas Tour brings cutting-edge programming in science, technology, engineering, and more to 60 communities across the country, with a special focus on youth and Indigenous audiences.
  - https://innovation150.ca/power-of-ideas/power-ideas-tour
  - They were having their first Parent Involvement Committee (PIC) meeting this week. Focus on engaging immigrant families. Also resources for the SCIS teams.
- Board Strategic Plan:
  - 3 operational priorities
    - Mathematics: they are looking to achieve a growth of 8% every year in EQAO results over the next 3 years. Need to improve delivery and understanding of math. Move to levels 3 and 4 on standardized test.
    - Graduation Rates: 20% of today's grade 9 students are at risk for not graduating – they want to increase the graduation rate over the next 3 years to a 5 year graduation rate risk of 5%
  - Student and Staff Wellness: promote a culture of wellness and self-care, cognitive, emotional, social and physical wellbeing.

  - The Strategic Plan is not yet complete. They will conclude the process this fall with the development of a purpose statement that encapsulates the essence of what they are there to do.
  - They are looking for a Purpose Statement – a student senate will come up with ideas then a social medial campaign will start November 21st to vote for the Purpose Statement which will be decided mid December.
- Meeting dates for the 2016-17 school year are:
  - January 10, 2017
  - February 7, 2017
  - April 4, 2017
  - May 2, 2017

Treasurer's Report – Karen

- Summary sheet: As with every year, we have a lot of expenses at this point
  - Kindy trip charges are an error that will be resolved
- Budget:
  - New income: waiting for QSP cheques for online stuff
  - HST rebate (this is continual throughout the year)
  - Dreambox – for licenses for grade 2-3 (School paid for other grades up to grade 4)
  - Chromebooks – kids recognize this is from fundraiser (15 purchased)
  - Funfair outstanding – pony rides
  - Planners costed slightly less than usual

OPEN DISCUSSION ITEMS
Bulletin Board Update – Jenny

- Updated by Agnes and one of the grade 7 or 8 students? and Ms. Bauer – Jenny will follow up with Ms. Bauer and Agnes (Thank you Agnes!)

Art Shine Program – Karen

- Karen Met with Paul (organizer/CEO and got a mock-up of the flyer
- **Cost** (to parents):
  - Program runs for $120 per session (8 weeks) per student – but a bit lower subsidized ($113)
  - Concern raised that some parents may be concerned about the cost – not inclusive, etc.
  - Scholarships and bursaries are offered by Art Shine
  - Parents that would need financial assistance already know they can contact Mr. Beney
- **Location:** Art room
  - Typically have 20 kids per room and operate in two rooms (but we only have one room, so separate room or do on two different days divided by age – two days during the week). Offer a waiting list if needed.
- **Dates/Time:**
  - Winter session starts in December, February session as well, and Spring session → PLAN TO RUN IN FEBRUARY
  - Likely run during second nutrition break (40 minutes)
- **Students included:** Grades 4 to 6
- OFFER AS A CLUB, not enrichment, with fee attached.

- Jenny: Motion to run the program?
  - 1st:Deb
  - 2nd: Rebecca
  - MOTION PASSED
- QUESTION: Is a minimum number required? Will they run it with fewer students?
  - ACTION ITEM: Karen not sure on number requirements– to confirm

Mad Science

- Motioned by Rebecca – for some time in the winter
  - 2nd: Susan
  - MOTION PASSED

Update Council Constitution, Bylaws, and Vision/Mission – Jenny

- Council Mission, Vision and Goals
  - Last updated in 2013
  - Council briefly reviewed the Vision, Mission, Values and Objectives present in the current document.
  - Motion by Jenny: Keep this section of the document the same:
    - 1st: Marsha
    - 2nd: Susan
    - MOTION PASSED
- Bylaws and Code of Ethics
  - Brian suggest this should be done by Executive and then brought back to Council with suggestions or revisions – there are some specific guidelines from the school board and the education act that need to be followed
  - Suggestion: Subcommittee should be led by someone with communication skills
    - Jenny has made notes and suggestions, Marsha offered to assist
  - ACTION ITEM: Deb will follow up with Brian to get official document that is the starting point
  - ACTION ITEM: Brian to provide some links to indicate things that have changed
  - ACTION ITEM FOR ALL: LOOK THROUGH DOCUMENT AND FIND OBVIOUSLY OUTDATED ITEMS (and updated suggestions) – WORK IN PROGRESS

Environmental Stewardship – Rebecca and Jenny

- Rebecca noted that our school could participate in the EcoSchools initiative and be recognized for many of the ecofriendly procedures already in place (i.e. garbage free lunches)
  - May require participation from staff and students (i.e. sorting recycling)
  - Karen noted that there is a wide variety of activates
  - Rebecca wondered if it would be of interest to the school, Brian supports this idea
  - Lights go off when leave the room, etc.…
- AGENDA FOR NEXT MEETING – need someone that can look into it and see what exactly we need and we already have, talk to Mr. Beney to determine what it would take to get students involved?
- i.e. green bins in bathrooms for paper towels
  - Determine what is achievable and build over a few years
  - Are there grants available?

We Day Discussion – Jenny

- Board have live stream to We Day, but our school did not participate
    - Brian noted that information for schools was provided late/short term, and We Day is no longer local (in Toronto) – Brian did not realize it was available online until day of and would like to do this in the future
- Suggestions from council:
    - School could have a local We Day and stream portions of it at the same time (geared toward students in grade 6 and up) – Kids are selected to go (not just a sign up)
    - Deb suggested a local streamed activity would be a good compromise to avoid logistics of travel, etc.
- Questions from council:
    - Susan: Why don't we send kids from Conestogo to Toronto We day? Brian: small number of students go, limited bussing, early departure, pose a problem. He indicated that more parent support may help.
    - Marsha: Does it have to happen through the school? Brian: Yes, each school was allotted limited number of participants.
- We are still a part of the follow up activities (committing to vision, etc.)
- We Day also had "We family" for the evening to go as a family

ADJOURNMENT

Motioned by:
1st: Karen
2nd: Deb