Conestogo Public School – Council Minutes: Thursday, Oct 19, 2017

Upcoming Council Events **2**

Action Item Summary **2**

Welcome & General Business **3**
- Attendance 3
- Agenda – Review & Approval 4
- Minutes, Sept – Review & Approval 4

Presentations **5**
- Teacher's Report – Karen Larke 5
- Arts Initiative (Kodaly Festival Choir) – Karen 5
- Principal's Report – Cathy Baer 5

Standing Agenda Items **9**
- Treasurer's Report and Budget Approval – Karen 9

Committees & Events – Status Reports **9**
- WRAPC Report – Fiona 9
- Fun Fair Report – Jenny and Rebecca 10
- Magazine/Fundraising Update – Chris and Shawna 10
- Pro Grant – Laura 10

Open Discussion Items **11**
- School Directory – Deb 11
- Pizza – Shawna 11
- Staff Appreciation – Shawna 11
- Art Shine/Mad Science – Rebecca 11
- OTHER: 11

Adjournment **11**

UPCOMING COUNCIL EVENTS

2017-18 Event Dates:

- Next Council Meeting: Thursday, November 9, 2017
- Green Team Region of Waterloo Green Bin Assembly: Friday, November 3, 10 AM
- PRO Grant event: Tuesday, November 14
- Christmas Fundraiser: Delivery on Dec 5
- Art Shine: To start in December
- Mad Science: Assembly on Jan 25, Program for Feb 7 to April 3, 1:30 – 2:10,
- Council Meetings (Third Thursday of each month):
    - Thu Nov 9, 2017
    - Thu Dec 14, 2017
    - Thu Jan 18, 2018
    - Thu Feb 15, 2018
    - Thu March 22, 2018
    - Thu Apr 19, 2018
    - Thu May 17, 2018
    - Thu Jun 14, 2017

ACTION ITEM SUMMARY

Initiative/Project	Action Item	Member Responsible
ArtShine	Finalize dates and details and communicate to school community	Jenny
Magazine Fundraiser	Contact Chris to volunteer for the Ice Cream Party (Nov 24)	Council
Christmas Fundraiser	Contact Chris to help organize and distribute at the school (Dec 5)	Council
PRO Grant	Share information about the event on your networks	Council
Pizza Lunches	Communication to parents regarding extra pizza (not pizza paid for by parents/students).	Deb and Cathy
Staff Appreciation	Provide information on food allergies or vegetarian/vegan requests to Shawna.	Cathy
	Communicate with Deb to send out School Day announcement.	Shawna

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 14	Oct 19	Nov 9	Dec 14	Jan 18	Feb 15	March 22	Apr 19	May 17	June 14
Co-Chair	**Jenny Benham**	P	P								
Co-Chair	**Rebecca Hallman**	P	P								
Treasurer	**Karen Hofbauer**	P	P								
Communications	**Deb Jones**	P	P								
Secretary	**Gena Braun**	P	P								
Principal	**Cathy Baer**	P	P								
Teacher Reps	Carolee Fox	P	Karen Larke	Megan Sanderson	Carolee and Kendra Platt	Sherry Morland	Angela Bauman	Elisa Muise and Dougall Newport	Rachel Quickfall	Shannon Brown	Nancy Wagler
Community	**Susan Wagler**	N	N								
WRAPSC	**Fiona von Kannen**	P	P								
Parent Members & Volunteers	Marsha Ferguson	N	N								
	Stephanie Forte	N	P								
	Agnes Lehtonen	P	N								
	Chris Sabean	P	P								
	Katherine Sunday	N	N								
	Aimee Leveck	N	N								
	Shawna Gingrich	P	P								
	Carolyn Rouse	N	N								
	Karen Forsyth	P	N								
	Erin Schmidt	P	P								
	Mel Thompson	N	N								
	Maritza Roger	P	N								
	Laura Bredahl	P	P								

Agenda – Review & Approval

Adjustments to agenda:

- Shawna – staff appreciation added
- Arts Initiative moved forward

Agenda approval with changes motioned by:
1st: Erin
2nd: Deb

Minutes, Sept – Review & Approval

Adjustments to minutes:

- Title shows June – Change to Sept (Gena)
- Playground committee – note by Jenny – follow up
- Note: Agenda's/etc need to be posted on the website – Mrs. Baer will forward to Mrs. Bauer to post on the website.

Minutes approval with changes motioned by:
1st: Fiona
2nd: Erin

PRESENTATIONS

Teacher's Report – Karen Larke

- Ms. Larke teaches grade 7-8 French (AIM program) and Drama.
- She thanked Council for the Fun Fair.
- Harry Potter Club: started based on suggestion from one of her students last April:
    - For kids interested in the book, do crafts, games, party (Grades 4 – 7).
    - Three of the older members have offered to teach lesson or plan a craft.
    - Communicates via "scrolls" delivered to the kids in their classes.

Arts Initiative (Kodaly Festival Choir) – Karen

- Ms. Carrere (teaches grade 5) and Ms. Hillman gave a presentation on the Kodaly festival and history. Ms. Hillamn has experience with Kodaly for the past 8 years at John Mahood.
- 51 schools already registered with a limit of 24 students per school, regardless of school size.
    - Currently 20 children participating as CPS, with auditions in Feb if needed to determine which children can attend final choir performance at The Center in the Square in May.
    - Each school can bring one soloist to audition for solo part.
- The concert at the Center in the Square last year included 1100 kids with full orchestra of all teachers/admin.
- This program does not receive funding from the school board; ticket sales cover Center in the Square costs.
- Music does not all need to be purchased every year, some can be reused and is owned by the school.
    - Price drops $100 for each subsequent year of participation.
- Note: They would still want to do a Talent Show at the end of the year.
- Choir practices are during first break on Thursdays and one practice before school on Tuesday.
- Final cost: Approx. $750.
- Thanks to Ms. Carrere and Ms. Hillman for providing such great information!
- Council discussed funding
    - Motion to support: Karen H.
    - Second: Erin
    - PASSED BY COUNCIL

Principal's Report – Cathy Baer

- Staffing Update – Welcome Ms. Maggie Dolbeer and Mrs. Meghan Holland
- Help Wanted:
    - Supervision Monitor – 11:20 – 11:40 (when Kindergarten students are eating in the Primary Pod).
    - Strong Start Volunteers – please see Mrs. Carolee Fox.
- Creative Playground Update:
    - Legally, during school hours, no children under the age of 5 are permitted. Mrs. Baer is working to see if the smaller part of the playground be reclassified for children under 5.
- Items available for use during nutrition breaks:
    - Sphero Programmable Coding Balls, Lego Mindstorms (may be used in the future with teacher assistance).
    - Balls for Nutrition Break

- Staff Learning – Mrs. Morland and Mrs. Vasileas – Literacy in Kindergarten, Mrs. Booker – Kindergarten PD, Mrs. Fox – Strong Start Lead, Mrs. Bauman – Dreambox Lead, Mrs. Brown – Primary Math Lead, Mrs. Hillman and Ms. Platt – Learning for All PD, Mrs. Carere – Friends for Life, Ms. Newport – Problem Solving in the Junior Grades PD, Mrs. Wagner – Junior Math Lead, Mrs. Quickfall/Ms. Dolbeer – Intermediate Math Leads, Mrs. Holland, Ms. Dolbeer and Ms. Muise – New Teacher Induction Program, Miss McMillan – CATC Rep, Intermediate Networking, Ms. Muise – Indigenous Histories and Perspectives PD, Mme Larke, Mr. Smith, and Mrs. Baer – Workplace Inspection Team, Mme Larke, Mrs. Baer and Ms. Platt – French and Special Education PD, Mr. Robertson – OPHEA Conference, Mr. Lambert, Ms. Muise and Miss McMillan – Intermediate Learning Team, Mme Larke and Mme Forsyth – French Learning Team, Mrs. Baer – Safe Caring and Inclusive Schools PD and Building Collective Efficacy Workshop, and Mrs. Bauer – K212 Finance System
- Extra-Curricular Activities:
    - Athletic Council
    - Intramurals – First Nutrition Break Monday thru Thursday
    - PALS – First Nutrition Break on Tuesday and Second Nutrition Break on Thursday
    - Kodaly Choir – Thursday First Nutrition Break and 8:15 Tuesday mornings
    - Caribou Math Contests
    - Harry Potter Club – Second Nutrition Break on Day 5
- Green Team – empty green bins Second Nutrition Break daily
- Grades 6 – 8 Boys Volleyball Team
- Grades 6 – 8 Girls Volleyball Team
- Cross-Country Team
- Field Trips and Special Events:
    - Fantastic Friday – September 29 – Root Beer Chug-a-lug
    - Kindergarten Classes visited Herrles Farm on October 13
    - Grade 2/3 Class visited Huron Natural Area on October 19
    - Tuesday October 24 – Dress Purple for Child Abuse Prevention
    - "Peas and Love" Performance at 10:20 am on Tuesday October 24 for Grades 2 and 3
    - Friends for Life Program – begins on Thursday October 26
    - Funtastic Fridays – Apple Bobbing on Friday October 27
    - Hallowe'en/Orange and Black Day (no gore, no weapons, and masks only for the parade) on October 31
    - Intermediates Popcorn fundraiser starts in November to raise money for a year-end trip
    - Grade 8s to EDSS on November 1
    - Random Act of Kindness Day is Friday November 3
    - Region of Waterloo Green Bin Assembly is Friday November 3 at 10:00
    - Intermediate Classes sing at the Rangers Game on November 3
    - Remembrance Day Assembly on November 10 at 10:30
    - Picture Retake Day on Tuesday November 14 in the morning
    - "Bullying Ends Here" Assembly for Grades 6 – 8 on Tuesday November 14
    - Ann Douglas Presentation on Tuesday November 14
    - Parent-Teacher Interviews – Thursday November 16 and Friday November 17:
        - Google form will be available to simplify booking for parents.
    - Book Fair – Thursday November 16, 3:40 – 8:00, Friday November 17, 9:20 – 3:40 and Monday November 20, 9:20 – 3:40

- Holi-Day Spirit Day – Friday November 24
- Humane Society Visits on December 7 and 8
- Mental Health Assembly with the Kitchener Rangers on Thursday January 25
- Grade 8 Grad – Monday June 25, 2018 at the Conestoga Golf and Country Club, Doors open at 5:00 pm, Ceremony starts promptly at 5:30 pm, Informal reception with cake following the ceremony.
    - Teachers are organizing a ceremony and several grade 8 parents have expressed interest in a meal and dance.
    - Parents are encouraged to organize an inclusive event to follow the ceremony, and Mrs. Baer would be happy to help facilitate as needed.

- Teacher Budget Requests:\
    - Document camera and screen for room 8 ($2000)
        - Mrs. Baer has already purchased additional Chromebooks this year from the school operating budget. As such it seems appropriate that council could fund these items from the technology budget.
    - Gaga Ball Pit ($500)
        - This will be deferred to the playground committee to be considered in coordination with other upgrades.
    - Tarmac Painting ($1000)
        - We have a budget of $500 for gym equipment (formerly referred to as the recess rack budget). As there are currently enough balls for recess (and a plan to keep them safe) and there are no other gym requirements at this time, we can allot our $500 budget towards the tarmac painting.
    - Dreambox
        - Already accounted for in the budget!
    - Kodaly Choir ($750)
        - Mrs. Hillman, Mrs. Booker and Mrs. Carere approached council with a request for funds to start a Kodaly Choir for grades 4-6. They attended the meeting to present and answer questions. Following a vote by council it was decided that this fits into the "Arts Initiative" budget item. Choir approved!
    - Support for busing for field trips ($150/bus)
        - In past years council subsidized field trips, but the response from parents was that they didn't want to fund raise to just get the money back on an individual basis.
    - Harry Potter Club ($250)
        - Mme Larke is running a Harry Potter Club for grades 4-7 running October to March. She is working to keep costs down (no, we wont all get owls) but may need some funds to support larger crafts etc. Council will consider this request.
    - Primary Leveled Reading Texts ($3825+$4225)
        - Based on the cost this is clearly a multi-year project. Perhaps we can apply for some grants to get it started.
    - Grade 8 Grad ($500)
        - Already accounted for in the budget.
    - Funtastic Fridays (unknown)
        - a monthly or bi-weekly spirit event for senior grades. Council will support where feasible.
    - Author visit ($1500)
        - This estimate is double of what we were provided last year. Clarification is required. This is an item council considered when developing the budget. While we appreciate the value in author visits, we feel it is difficult to find an author that will appeal to all age groups in the

school. This ends up being a big ticket item that services a portion of our students for a single day. Perhaps this is not an event we need to host every year. Furthermore, as we are currently saving for playground improvements, we will not be funding an author visit this year.

- Portable Sound System (unknown)
  - The intent is to have a sound system that can be used both in the gym and outside for special events (Carnival, Jump Rope for Heart etc). Further research needs to be done to get an estimate of costs. Perhaps it is best to continue to rent, perhaps it could fit within the technology budget. Further info required before a decision can be made.

- Looking ahead:
  - ArtShine: **ACTION ITEM: Jenny will follow up with Karen Forsyth**
  - Mad Science: assembly → January 21st?

STANDING AGENDA ITEMS

Treasurer's Report and Budget Approval – Karen

- No update on monthly statements as there has been a delay due to change in accounting software by the schoolboard.
- Fun Fair:
  - Online: $2600 in sales.
  - Night sales: $5000
  - Total: $close to 8000 revenue
  - Expenses: Some remain outstanding
  - Approx. balance: $6000
- **Budget:**
  - **Motion to pass: Agnes**
  - **2nd: Karen F**

COMMITTEES & EVENTS – STATUS REPORTS

WRAPC Report – Fiona

- Information for School Playground Committee
  - Playground book is available on-line
  - The board has a document titled *Design Guidelines for K-12 Outdoor Play and Learning Environments* that parents and councils can refer to when they are planning a playground fundraiser. The link to that document is: https://www.wrdsb.ca/wp-content/uploads/WRDSBGuidelines.K_12-Outdoor-Play.pdf
  - In speaking with 2 people sitting at my table I was given the following contact information where there might be the opportunity to have University Students from this program come out and do a design for a playground and it was thought that there was no charge. University of Waterloo, Rania Al Hammoud (Civil and Environmental Engineering), 519-888-4567 ext. 31176
  - Some other resources mentioned that we could look in to:
    - http://playpowercanada.ca/resources/
    - Lyle Hallman Fund Grant
    - Lovemyhood@kitchener.ca
  - Ian Gaudet from Facilities Services did a presentation during the meeting – full details are in the WRAPSC minutes. Shared some items relevant to recent discussions. If a playground is considered unsafe it will be shut down. Playgrounds fundraised by community.
- Facilities staff, led by 4 general managers, meet annually with all school administrators to review their sites and discuss their "Top 5" lists of needs for their physical spaces.
  - Question: How can parents get something like air conditioning for their school?
  - Answer: You need to work with your principal and get it on their "Top 5" list. In the past, facilities staff did maintenance on a regular cycle and would come in to replace carpet even if it wasn't an urgent need and something else was more urgent. Now they listen more to the principals through their "Top 5" lists to ensure that the most important work is getting done first.
  - Question: Could facilities staff come to a council meeting if they have questions or concerns?
  - Answer: Yes.

- Proposed Changes to WRAPSC/PIC
- A separate e-mail will be sent by Fiona to be circulated to School Council to share regarding the vote at the November 7th meeting for the proposed changes. Details are outlined in the WRAPSC meeting minutes from October.

Fun Fair Report – Jenny and Rebecca

- Great success! Thank you to everyone and the school community for a great fair.
- Waiting for expenses to come in to confirm final tally.

Magazine/Fundraising Update – Chris and Shawna

- Magazine events are complete.
- 643 magazines sold (down by 9 from last year) → approximately the same and purchases online can continue throughout the year.
- $5700 profit approximately.
- Chicken cupcake party goes to Mrs. Newport and Mrs. Lambert's classes.
- **ACTION ITEM EVERYONE: Ice Cream Party – Friday, Nov 24 – volunteers needed: 1:30 to 2:30 – contact Chris if you can help.**
  NOTE TO SELF: THIS EQUALS approx. $20 per child?
- Christmas fundraiser orders will be taken between Nov 1 and Nov 15.
  - **Dec 5 – delivery, need helpers in the afternoon 1:30 – 3:30. And 3:30 to 5:30 for pickup help.**
  - Note: NEED TO BE PICKED UP by parents between 3:30 and 5:30 – will not be delivered.
  - We will purchase decorations for school urns.
  - Reminder should be sent out Monday night before.

Pro Grant – Laura

- Received PRO Grant for this year – thank you to Deb and?
- Sign-up sheet passed around to volunteer for the event.
- deb will circulate a facebook ad for people to share
- UPS store gave us a good deal on printing
- RSVP is open
- **ACTION ITEM FOR All – share to your networks!**

OPEN DISCUSSION ITEMS

School Directory – Deb

- Deb will pass on to Mrs. Bauer for posting on School Day.

Pizza – Shawna

- Leftover Pizza: Went to Out of the Cold last year, but some discussion required clarify intentions for this year.
  - Council discussed several options for left over pizza and policy for students who have forgotten lunch.
- **ACTION ITEM - Deb and Cathy: Communication to parents regarding extra pizza (not pizza paid for by parents/students).**
- MOTION: Send Pizza to Out of the Cold or similar program with Mrs. Bauer and deb/cathy to provide communication about this to parents
  - Motion passed by Council.

Staff Appreciation – Shawna

- Hot food lunch, moved to Wednesday, Nov 15.
  - **ACTION ITEM – Shawna: Communicate with Deb to send out School Day announcement.**
  - **ACTION ITEM - Cathy: Provide information on food allergies/vegetarian/vegan requests to Shawna.**

Art Shine/Mad Science – Rebecca

- Feb 7 to April 3, 1:30 – 2:10, January 25 assembly – waiting for confirmation.

OTHER:

- For next meeting: Discuss posting school closures, etc, on school website.

ADJOURNMENT

Motioned by:
1st: Fiona
2nd: Laura

Rebecca wants to remind you that the treasurer;s report needs to be posted with the minutes

I know I didnt actually have one this month, I'll come up with somehting and send it to you