Conestogo Public School – Council Minutes: Thursday, January 18, 2018

Upcoming Council Events **2**

Action Item Summary **3**

Welcome & General Business **4**
Attendance 4
Agenda – Review & Approval 5
Minutes, December – Review & Approval 5

Presentations **6**
Teacher's Report – Sherry Morland 6
Principal's Report – Cathy Baer 6

Standing Agenda Items **10**
Treasurer's Report – Karen 10

Committees & Events – Status Reports **10**
WRAPC Report – Fiona 10
Magazine/Fundraising Update – Chris, Shawna, and Karen F 11
Safe, Caring, and Inclusive Schools Team – Jenny/Agnes 11

Open Discussion Items **12**
Additional Fundraising Opportunities – Gena/Erin 12
Sphero Programmable Balls – Gena 12
Foodbank – Deb 12
Green Team – Gena 12
Ann Douglas – Bell Let's Talk Day – Laura 12

Adjournment **13**

UPCOMING COUNCIL EVENTS

2017-18 Event Dates:

- Next Council Meeting: Thursday, February 15, 2018
- Mad Science: Program runs from Feb 7 to April 3, 1:30 – 2:10
- Teacher Appreciation: April 11, 2018
- Council Meetings (Third Thursday of each month):
    - Thu March 22, 2018
    - Thu Apr 19, 2018
    - Thu May 17, 2018
    - Thu Jun 14, 2017

ACTION ITEM SUMMARY

Initiative/Project	Action Item	Person(s) Responsible
Budget	Small laminator requested: details on size and specifications needed.	Sherry Morland
	Author visit: investigate sharing with other schools and grant options (to pass on to Mrs. Goodwin).	Sherry, Fiona
	Get more information on "forest of reading" and "blue spruce" events (as alternative or to supplement author visit)	Laura
Principles Report	Advertise kindergarten registration	Cathy
	Follow up with WRAPC regarding School Say sales fee	Fiona
	Determine if School Day calendar can be used for council events	Cathy and Jenny
	Safe, Caring, Inclusive, and Healthy School Team: WRAPC e-mail to be forwarded to Agnes and Cathy	Fiona
	Encouraging mutual respect within the school community: Council members to provide feedback to Cathy on e-mail message	All
	Bell Let's Talk Day: Request video from Ann	Laura
Additional Fundraising	Maple Syrup Grant: Request $500 for additional home reading books	Fiona and Gena
	GRCA: Request funding for butterfly garden	Gena
	WEFI: Follow up at next meeting to confirm that Agnes' cheque was deposited into council account.	Gena
Green Team	Follow up with parents regarding pollinator garden and allergy concerns.	Cathy and Gena
	GRCA: Request funding for butterfly garden	Gena

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	Cancelled due to weather.	P	P					
Co-Chair	**Rebecca Hallman**	P	P		P	P					
Treasurer	**Karen Hofbauer**	P	P		P	P					
Communications	**Deb Jones**	P	P		P	N					
Secretary	**Gena Braun**	P	P		P	P					
Principal	**Cathy Baer**	P	P		A	P					
Teacher Reps	Carolee Fox	P	Karen Larke		Carolee Fox	Sherry Morland	Angela Bauman	Elisa Muise and Dougall Newport	Rachel Quickfall	Shannon Brown	Nancy Wagler
Community	**Susan Wagler**	N	N		N	N					
WRAPSC	**Fiona von Kannen**	P	P		P	P					
Parent Members & Volunteers	Marsha Ferguson	N	N		N	N					
	Stephanie Forte	N	P		P	N					
	Agnes Lehtonen	P	N		N	P					
	Chris Sabean	P	P		P	P					
	Katherine Sunday	N	N		N	N					
	Aimee Leveck	N	N		N	N					
	Shawna Gingrich	P	P		P	P					
	Carolyn Rouse	N	N		N	N					
	Karen Forsyth	P	N		P	P					
	Erin Schmidt	P	P		P	N					
	Mel Thompson	N	N		N	N					
	Maritza Roger	P	N		N	N					
	Laura Bredahl	P	P		P	P					

Agenda – Review & Approval

Adjustments to agenda:

- Fiona – Maple Syrup Grant added

Agenda approval with changes motioned by:
1st: Fiona
2nd: Karen

Minutes, December – Review & Approval

Adjustments to minutes:

- None

Minutes approval with changes motioned by:
1st: Chris
2nd: Jenny

PRESENTATIONS

Teacher's Report – Sherry Morland

- The Strong Start program is for kindergarten and grade 1 students needing extra help with letters/reading
- Libby Barrie violence prevention program will be run to teach problem solving (see Principles report)
- Mad Science – really great this year and lots of enthusiasm, and kindergarteners get to participate this year!
- ELI (early literacy intervention)and Empower reading program (http://www.sickkids.ca/LDRP/Empower-Reading):
    - In the WRDSB only half of schools have this program and we are part of this.
    - Empower is used in grades 2-3: 4 students in it and have seen enormous success!
    - Taught by a teacher with specific training/certification.
    - ELI has just started and for the younger grades.
- Requests:
    - Primary division –laminator requested **(BUDGET FOR NEXT YEAR)** and there is interest from primary to grade 6. (Maybe we can get a used one? – Laura to look into one at work? Make sure it works and you can still get plastic). **ACTION ITEM, Sherry:** Sherry to look into specific requirements and provide more details.
    - Robin Goodwin: Author visit request. ($750 to $1000). Recognizes that it is expensive, but she sees it as a valuable experience and students have been asking.
        - Laura mentioned forest of reading and blue spruce events where there are multiple authors in attendance. (But this would be limited to a specific class?). **ACTION ITEM, Laura**: Follow up with more information on these events.
        - Mrs. Morland mentioned that meeting the author does seem to motivate and excite students.
        - Fiona had looked into other grants for this (Toyota or Honda?) – **ACTION ITEM, Fiona:** will follow up.
        - Other option: Can we share an author with another school? In the past the author has only been for select grades. ACTION ITEM
        - Grant option: Ontario writers in schools grant – **ACTION ITEM, Fiona and Sherry:** Sherry to pass on to Mrs. Goodwin and Fiona will look into details.

Principal's Report – Cathy Baer

1. Conestogo Public School Cares
    a. We donated $1069.15 to the Humane Society plus two bench loads of supplies.
    b. We donated 52 mittens, hats, scarves and socks to oneROOF Youth Services of Waterloo Region to support homeless teens in our community.
    c. Our Choirs recorded *O Canada* at St. Matthews Church for our Rangers performance and we sang for their members in December, as a thank you.

2. Kindergarten Registration Process:
    a. There is an online application form found on our school website that is now available.

b. Parents are invited to bring their child to our library on Wednesday February 7 from 12:00 – 1:30 pm or on Thursday February 8 from 10:00 – 11:15 am. Please call the office to sign up for a 15-minute appointment to meet our office staff and complete the Kindergarten registration process, if that has not already been done.
c. Parents are invited to bring their child for library visits after March Break.
d. Welcome to Kindergarten night is Monday May 28 at 6:30 pm.
e. Flyers will be distributed that have information on signing up for our Before and After School Programs.
Council meeting notes: In March numbers will be provided to the board office. It is important to get students registered before March as this determines staffing. Encourage any parents you know to register soon. ***ACTION ITEM - Cathy:*** *Look into putting an advertisement in the Woolwich Observer or other local papers.*

3. School Communications Report – I have received information from the Board office to share.
Council meeting notes:
    - *School Day etc. is a learning process. (70% of schools use this service and this way schools do not have to store money).*
    - *It is unclear what percentage of sales is taken by School Day.* ***ACTION ITEM – Fiona: Check WRAPC minutes to determine percentage reported at last WRAPC meeting.***
    - *There is no specific set of rules for communication, but the goal is to be open and transparent to improve child's learning. The Board will be developing some best practices and will be holding focus groups. Nick Manning may come to present to school council (with other parent council groups invited).* ***ACTION ITEM - Cathy:*** *Waiting for a response from Nick.*
    - *When schools are cancelled or buses are delayed, Cathy will be posting School Day messages at 6 AM as a trial.*
    - *School Days meant for monetary exchange, event announcements, but things that need to be accessible to the public need to posted on the website (like council minutes).*
        - *Website is meant to be used in tandem with School Day.*
        - *Can Council events be added to School Day calendar?*
        - ***ACTION ITEM – Cathy and Jenny:*** *Look into details of School Day calendar use.*

4. Safe, Caring and Inclusive Schools Committee Update
    a. I attended a meeting in November to receive our SCIS Survey Data
    b. Carolee and I attended a PD session on Monday morning entitled, "Safe, Caring Inclusive, and Healthy Schools as a Foundation to Student Well-Being"
        i. Develop positive relationships with peers and with caring adults in the school community
        ii. Be connected and feel a sense of belonging at school, and feel like a respected and valued individual and member of the school community
        iii. Feel engaged in their learning, so that they take an active interest in school life, and feel that they have the opportunity to voice their feelings and ideas
        iv. Feel safe at school both physically and emotionally, in a safe, inclusive, accepting environment
        v. Develop a healthy mind and body and learn the tools to deal with challenging situations, make healthy choices, and to encourage positive mental health

vi. Have a positive sense of self/spirit reflected in their sense of personal identity and self-worth, and an optimistic and hopeful view about life

c. Meeting with SCIS Committee in January

Council meeting notes:

- *Team (now called Safe, Caring, Inclusive, and Healthy School Team) includes two students, a community member, a parent, Carolee Fox and Cathy Baer:*
  - *Three Rs of Inclusion to be discussed at first meeting.*
  - *Teachers will suggest students to Cathy to participate.*
  - *Student participation is important for honest feedback*
- *The team intends to be more active in the school this year and meet four times throughout the year and will roll over into the following year.*
- ***ACTION ITEM - Fiona:*** *WRAPC SCIS e-mail to be forwarded to Agnes and Cathy.*

i. Committee to roll over into subsequent years.

ii. They look at data from surveys to decide on focus/plan, but can start in Sept anyway.

5. Focus on encouraging mutual respect within the school community

Council meeting notes:

- *Communication and calling the school – it is not always clear to parents if teachers get voicemail or if teachers respond. Note that there is a new system so that teachers get an e-mail if they have a voicemail waiting for me. Teachers should be responding within 24 hours (Cathy will follow up).*
- *Discussion regarding mixed methods of communication (different for different teachers and classes).*
- *Planners: Intermediates are still determining if they need planners for next year. Other options discussed by council include using chromebooks/google calendar, but this may not be inclusive.*
- *Standards of behaviour for the school community – there is a process in place (ACTION ITEM me: attached to minutes as appendix).*
- ***ACTION ITEM - Council:*** *Review e-mail and provide feedback to Cathy.*

6. Field Trips and Special Events:

Jan. 15 – Online Kindergarten Registration opens
Jan. 16 - Mad Science Assembly at 10:00 am
Jan. 17 – Intermediates Skating at RIM Park from 1:00 – 2:00 pm
Jan. 17 and 18 - Caribou Math Contest
Jan. 18 – School Council at 7:00 pm
Jan. 19 - Grad Photos
Jan. 23 – Girls' and Boys' Basketball Games begin
Jan. 24 – Basketball Teams to see the KW Titans at the Aud
Jan. 25 - Mental Health Assembly with the Kitchener Rangers
Jan. 25 - "ER" or "OR" Spirit Day
Jan. 26 – PD Day
Jan. 31 - Bell Let's Talk Day and Pink Shirt Day

Council meeting notes: January 31 and Feb 28 (National Day) – Pink Shirt Day shirt designing? (We did that last year – has not been discussed this year).

- ***ACTION ITEM, Laura:*** Ask Ann for short video

Feb. 1 – Athletic Council to Leadership Event at WODSS
Feb. 2 – School Partnership Violence Prevention Program: "Stillness and Light: Finding Friendship on Life's Path" (for Rooms 6, 7, 8, 9, 10, and Portables 1, 2, 4)
Feb. 6 – Kindergarten Vision Screening in am
Feb. 7 – Apr. 4 during Second Break on Wednesdays – Mad Science
Feb. 7 – Kindergarten Registration from 12:00 – 1:30 in the Library
Feb. 8 – Kindergarten Registration from 10:00 – 11:15 in the Library
Feb. 9 – School Partnership Violence Prevention Program: "Stillness and Light: Finding Friendship on Life's Path" (for Rooms 6, 7, 8, 9, 10, and Portables 1, 2, 4)
Feb. 14 and 15 – Caribou Math Contest
Feb. 16 – Report Cards go home
Feb. 22 – Carnavale
Feb. 28 – Pink Shirt Day 2018
Feb. 28 – Immunizations for Grade 7s
Feb. 28 – Constable Paul visits classrooms
Mar. 9 – Ski Trip to Blue Mountain
June 25 - Grade 8 Grad
June 26 – June 28 - Intermediate Trip to Montreal

STANDING AGENDA ITEMS

Treasurer's Report – Karen

- Budget line may be added in June for School Day fee.
- No transactions since last meeting, but a few corrections/details added to update from last month.
- Harry Potter and Fantastic Fridays taken from Extracurricular line item.
    - Harry Potter has requested $300 (grades 4 – 7, 40 kids).
    - Funtastic Fridays $100
    - Note – other clubs are possibilities in the future, but we are choosing to fund clubs currently actively running.
    - **Motion: to fund current clubs as requested to top up (Harry Potter, $250, Funtastic $100)**
        - 1st: Agnes
        - 2nd: Fiona
- For extracurriculars: ArtShine offers bursaries, but Mad Science program funding would have to be decided by the school. The flyer for Mad Science did not indicate that there is funding assistance available from the school, so we need to be more upfront about this in the future (label it is a bursary).

COMMITTEES & EVENTS – STATUS REPORTS

WRAPC Report – Fiona

News on what other Parent Councils are doing in our region:

WRAPSC Meeting January 9th

Act Out – KW Children's Drama workshop – for youth ages 5-17 years: actoutkw.com is the website with further details. Your children can join this Drama group outside of school – cost per child. There are also matinee shows that you can bring your school to, cost was $5 per student or they have programs for a fee that they can bring in to the school. They are doing A Midsummer Night's Dream by William Shakespeare in May, might be a good introduction for children to Shakespeare. Have been around for 23 years. Do several productions annually, have March Break and Summer Camps.

PIC/WRAPSC Workshop date announced – April 7th at Bluevale. Registration will be open early February. Keynote is Marsha Vanwynsberghe, she is a Life Adversity Coach and author. She will be talking about parenting, substance abuse in teens, parenting guilt. Something new this year is a panel of teachers talking about what is going on in the classroom and what parents need to know.

Fee for using school day. Up until the end of December the fee was 4%. The board has renegotiated this and as of January 1st it is now 1.5%. We will need to clarify as this is different than what was communicated to Cathy Baer recently by the board. School Day was a hot topic. Secretaries at the schools have a dedicated contact at the board for support and as a resource. They are also taking away a suggestion in the meeting of a "gate to approve" where someone from school council could do up the communication in school day then it goes to the principal for approval and then gets posted on school day.

They are looking at creating google groups for school council, something formalized. Google groups keeps all old e-mails so even if the chair changes the new chair would be able to see past e-mails. The principal would also be mandatory member of this google group.

Whole communication strategy around engaging parents in the school board, will take a few years.

Magazine/Fundraising Update – Chris, Shawna, and Karen F

- Karen would like to advertise Mabel's Labels as part of info provided at Kindy welcome night
    - Monday, May 28 – have a parent council member attend Kindy welcome night

Safe, Caring, and Inclusive Schools Team – Jenny/Agnes

- **See discussion in Principle's Report**

OPEN DISCUSSION ITEMS

Additional Fundraising Opportunities – Gena/Erin

- Maple Syrup Grant:
  - We can't request money for things already purchased, so may apply for additional playground funding.
    - See Riverside Website for playground EarthScapes ideas.
    - (On playground – see Gagaball pit) – is more supervision required?
  - ***ACTION ITEM, Gena/Fiona:*** Request $500 for additional home reading books.
- ***ACTION ITEM, Gena***: Request GRCA grant, $750, for butterfly garden
- WEFI (Waterloo Educational Foundation Inc.)
  - There is a donation button on the school website and parents can get a tax receipt for a donation over $15.
  - We need to request that a special account be set up with WEFI for the school council. Cathy added – can donate online on the website, there is a 3.5% cut and we don't know what the money is designated for (magazines, funfair, etc.). OR donate with a cheque payable to Conestogo PS, send the cheque, no deduction, and school can send thank you card and we can designate to a specific fundraiser.
    - Can set up school council account if that is desired.
    - We may want to make this option more apparent for future fundraisers.
    - ***ACTION ITEM, Gena:*** Agenda for next month to discuss FOLLOWING WEFI "experiment" for Agnes' cheque (mailing in).

Sphero Programmable Balls – Gena

- Sphero: - can borrow from lending library
  - Do we have them? YES – work with IPad, not chromebooks.

Foodbank – Deb

- POSTPONE For next meeting

Green Team – Gena

- Bees:
  - Bee City Canada
  - Bee winter houses, and a bee/butterfly garden – SEE GRANT above
  - ***ACTION ITEM, Gena***: Follow up with Cathy/parents of children with allergies.

Ann Douglas – Bell Let's Talk Day – Laura

- She will make informal video to Conestogo to post online that we can use on Bell Let's Talk Day.
    - We can tie this back into event that was held in November.

ADJOURNMENT

Motioned by:
1st: Laura
2nd: Agnes