

Kanata Highlands Public School School Council Meeting

Minutes of Meeting – June 5th, 2018

Location: KHPS Library

Time: 7:05 – 9:05 pm

MEETING CALLED BY	Shari Fisher and Spencer Callaghan (Co-Chairs School Council)
TYPE OF MEETING	KHPS School Council Meeting
SECRETARY	Collette Twyford and Aiza Saqalain
ATTENDEES	Parents of students attending KHPS Shannon Jorgensen - Teaching Staff Representative Pauline McKenna – Principal

Parent Members Present

Anna Cole	Jihane Huommady	Christine Yakimovich
Catherine Birch	Meghan Schuler	Devinder Kaur Trehan
Collette Twyford	Minzah Rizvi	Shari Fisher
Jason Sadrain	My-Lien Bosch	Jen Chandler

Non-Members Present

Kelly Lewis		
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Regrets

Aiza Saqalain	Dana Platias	Anthony Rumsey
Fiona Pingyin	Katie Robb	Spencer Callaghan
Trina Simmonds	Christina Aubry	Shannon Clarke

Item 1 – Meeting called to order at 7:05 pm

Shari Fisher

Item 2 – Approval of June 5, 2018 Agenda

Shari Fisher

DISCUSSION	<i>Shari moved to approve the agenda as presented; seconded by Meghan</i>
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Item 3 – Acceptance of May 1st, 2018 Minutes & Action Items

Shari Fisher

DISCUSSION	<i>Shari moved to approve the minutes as presented; seconded by Meghan</i>
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Item 4 – Principal's Report

Pauline McKenna

DISCUSSION	<p>Today I sent an email out from School Council with sign up for staff appreciation lunch and BBQ flyer. I apologize, I omitted to include parent survey; do you have an email that would go with this? I will send it tomorrow.</p> <p>School Bookings for 2018-2019 - school council to submit dates they would like to request for use in the school. Please indicate if needed whole school or only certain rooms.</p> <p>Tentative School Organization for 2018-2019 - our current enrollment is 327 students; - our projected enrollment for 2018-2019 is 360 students; increase of one class - Our class organization is the following based on our projected numbers Kindergarten - 4 classes Primary/Junior Classes - 1, 1, 1, 1/2, 2, 2/3, 3, 3/4, 4, 4/5, 5, 6</p> <p>Staffing changes - leaving our school, Ms. Shea, Ms Pamela, Ms Christine, Mme Delcourt, Ms. Thomson, Mme Cyndy. We are welcoming back Mme Moss and Mme McCurry from parental leave and welcoming Ms Parmelee.</p> <p>Further staffing changes are possible as we go through the school organization process this month and into early October.</p> <p>School Garden What to do about our school flower gardens? Might we consider a family gardening night? Do we ask for volunteers through the parent survey going out? A challenge to keep the gardens healthy with all the wild weeds growing so close to the school.</p> <ul style="list-style-type: none"> • Council agreed to invite families to pull some weeds as part of coming to and from school or on the weekends • Council also discussed the possibility of having a Gardening Coordinator as a Council position next year <p>Recognizing our community and parent volunteers: - We continue by recognizing all parents as contributing to the development and support of our school community; whether they are able to come into the school building or not. - Our students and staff are preparing a way to share a message of acknowledgement and appreciation; stay tuned for a message coming to you later in June.</p> <p>Financial report - school generated funds report; see attachment Report cards - June 26th going home.</p> <p>Celebrate our Success - Thanks for all your support of our community; special thanks to our fundraising committee for their thorough organization of the event;</p> <p>Successful family events - movie night, book fair, move-it night; technology night - lunch programs; playground toys; learning profile workshop . - Thanks to Anna and Fiona, our lunch coordinators and lunch time monitors - Jennifer Parker, milk monitor; comes in each day to distribute milk to our classes - Such a collaborative group to work with and engagement appreciated - I am so lucky!</p>
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Item 5- Teachers' Report

Shannon Jorgensen

DISCUSSION	<p>Kindergarten</p> <p>Woodpecker Class produced a book about their school year. "Our exciting year at School" containing information about everything they enjoyed during the year. They used mixed media art.</p> <p>EQAO This is a four day event taking approximately 12 hours in total. -Reading Skills -Writing Skills -Math Skills</p> <p>Students completed practice sheets on the run up to the EQAO</p> <p>Problem solving and open ended questions using STAR strategies. Rules and strategies to use when writing proof from text.</p> <p>Question: Is there any preparation or items to study for the EQAO? Answer: In short no other than preparing the students in what to expect in an exam environment, not asking for help from the supervising teacher, having to sit quietly in their desk until the EQAO time is completed.</p> <p>Grade 5 and 6 Rates, proportions and Reasoning Example: Price per lbs vs price per liter? Also studying Rates ratio and slope.</p> <p>Students examined the amounts of sugar in various drinks. Using actual sugar cubes to visualize the amounts in question which also involved rounding decimals. Students made an informational video and presentation about there findings.</p> <p>Leadership Club sports morning, organized by the students for grade 4 to 6. A \$2 donation is asked for, all proceeds to go to Kenya Water well project. There will be freesies on sale!</p> <p>Other events for June :</p> <ul style="list-style-type: none"> • Field Trip for Grade 6 to Eral Of March School • Jack Donoghue PS to come to KHPS for a musical performance by their students. • June 22nd Grade 6 Field trip to Science and Technology Museum plus a behind the scene tour at Laser Quest. • Grade 6 end of year ceremony is on last Tuesday of June students will plant a tree as part of their legacy theme. <p>Discussion Pauline to share the Sugar Video on Twitter and other social media venues as it was considered very well made and fun along with informational! Cup Cakes for Grade 6 Ceremony supplied by Trina.</p>
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Jason Sadrian

DISCUSSION	<u>Account Balances</u>	
	Major Transactions (Past 60 days)	
	June 5 CHQ BBQ Entertainment	- 250
	June 5 Lunch Lady deposit	55
	May 15 th CHQ 56 Move It Night rental	-66
	April 16 th Move It Night deposit	1211
	TD Account Balance	<u>\$9,861</u>
	2) School Cash Online Balance :	
	Pizza Day Account :	\$17,501
	Movie Night Account :	\$1,355
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	Total Account Balances	\$28,717
	<u>Commitments/Allocations:</u>	
	Remaining Pizza Days (4)	\$1,577
	Playground Allocations (Move It Night /Movie Night	\$22,566
BBQ Entertainment	\$500	
BBQ Food	\$200	
Gr 6 Grad	\$200	
Total Allocations	\$25,043	
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Total Funds available	\$24,978	
Email: KHPSFINANCE@GMAIL.COM		
6.1 Financial Review Discussion		
<ul style="list-style-type: none"> • LAST Pizza day have office clear out school accounts and move monies to TD account • Financial reviewer needed to okay receipt vs invoices. Jen offered to do this. • CFO board report to go with year-end Report. • \$200 dollars from Boston Pizza Night. • Mabel's labels generated \$99.29 • Lunch Lady - March April May \$36.75 • BQQ \$250 for Derrick the entertainer. • \$171.43 spent on food (Meghan) • A "thermometer" style display showing the target amount for the playground funds and the amount raised by the School Council so far will be on display during the year end BBQ. 		

Item 7 – Hot Lunches

Anna Cole and Fiona Pingyin

DISCUSSION	<ul style="list-style-type: none"> • \$674.75 in FREE pizza which covers the last two pizza days. • Lunch Lady will end the week before the last week of school year.
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Item 8 – Communications update

Jihane Hoummady

DISCUSSION	<ul style="list-style-type: none"> • Feedback: Document for parents to give the Council feedback on our social media presence twitter/facebook/webste • Website: Host and domain cost \$100 currently however next year will be \$79 for HTTPS making the total cost for website domain \$150 • Jihane wanted to bring this to Council's attention for the new school year as she will not be coming back as communications officer. • The consensus is to wait until the new school year and new communications officer is appointed. Also see how the change in web use is effecting out domain going forward.
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Item 9 – Fundraising Update

DISCUSSION	<p>9.1 Year End BBQ (Meghan Shculer & Kelly Lewis)</p> <ul style="list-style-type: none"> • Could EDP children and staff be off yard by 4pm for safety reasons. • Four tables required and garbage cans • Float for the Photo Booth \$5 plus coins. • Anthony needs 3 Microphones and a music stand for performances on the night <p>Food Trucks</p> <ul style="list-style-type: none"> ○ Rico Peru ○ Sunny Days ○ JoJos Pizza <ul style="list-style-type: none"> • 4 wet floor signs needed • Face painting still to be organized and confirmed by Jihane. • Photographer is Orma Courtney-Taylor. <p><i>Shari called a vote on the allocation of \$100 for floats for the BBQ - All in favour</i></p> <p>9.2 Ideas for Next Year (Shari Fisher)</p> <ul style="list-style-type: none"> • PRO Grant has been submitted for next year – think about the types of activities we'd like to do • Results of survey to be reviewed in the fall to determine calendar of activities <ul style="list-style-type: none"> ○ Over all feedback on the events this year were positive and turnout was very good. • Possible Dates for Council events in the new school year: <ul style="list-style-type: none"> September 18th - KHPS Open House October 26th - Halloween November 30th Feb 1st March April 4th and 26th May June 21st - BBQ • Suggestions and discussion of events for next school year <ul style="list-style-type: none"> • On-line Tupperware sale • Family Night • Move It night • Parent Workshop
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	<ul style="list-style-type: none"> • Student wellbeing workshop • Learning Styles Workshop • Hotdog fundraiser - “Hotdog Days” generated \$1400 in another school locally
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Item 10 – New Business

Shari Fisher

DISCUSSION	<p>10.1 Loch March Adoption (Spencer Callaghan)</p> <ul style="list-style-type: none"> • Men’s and Women’s Golf League wish to donate golf equipment for KHPS pupils. To promote the sport amongst the next generation. • Staff from Loch March will give a golfing demo in the Fall! <p>10.2 2018/2019 Elections and Meetings (Shari Fisher)</p> <ul style="list-style-type: none"> • Meetings to continue first Tuesday of every month. • Council Elections to be held October 2nd <p>10.3 Review of 2017- 2018 Priorities (Shari Fisher)</p> <ul style="list-style-type: none"> • Shari presented the outcomes for the school year • Some suggestions for changes were made as follows: <p style="margin-left: 20px;">Fundraising:</p> <ul style="list-style-type: none"> ○ Reference should be made to the student presentation under fundraising ○ Reference should be made to Mabel’s Labels <p style="margin-left: 20px;">Student well-being:</p> <ul style="list-style-type: none"> ○ Reference should be made to the tick presentation <p style="margin-left: 20px;">General:</p> <ul style="list-style-type: none"> ○ How to make the community more aware of information sessions at Council <ul style="list-style-type: none"> ▪ Members complimented Shannon on her students’ presentations during the year and there was discussion around how to help make parents more aware of such presentation evenings ○ Proposals: <ul style="list-style-type: none"> ▪ Short e-mail at the beginning of each school year with information on dates of meetings ▪ School Calendar can have links for events and some information perhaps? ▪ Social Media platforms – promote the meetings; comment on the meetings especially presentations and information from Pauline & Shannon ▪ Share the content coming out of the meetings ▪ Better promote the Facebook page and website
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Item 11- Adjournment and next meeting date.

Shari Fisher

DISCUSSION	<ul style="list-style-type: none"> • Next Meeting: October 2nd 2018 <p><i>Shari moved to adjourn the meeting; seconded by Kelly</i></p>
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ACTION ITEMS – 2017-2018

ITEM NO.	DESCRIPTION	PERSON RESPONSIBLE	DEADLINE	STATUS
1	Purchase of Gloves and Napkins for Hot Lunches program	Anna Cole and Fiona Pingyin	December	CLOSED
2	Set up email volunteering forms for future events	My-Lien Bosch	December	CLOSED
3	Prepare a letter from School Council to Marianne Wilkinson regarding safety concerns at crossing on Terry Fox	Spencer Callaghan	February	CLOSED
4	Prepare a template letter to be shared with parents to email to Marianne Wilkinson regarding safety concerns at crossing on Terry Fox	Spencer Callaghan	February	CLOSED
5	Get more information on a fundraising event at McDonald's or another restaurant in the area	Minzah Rizvi	February	CLOSED
6	Get more information about tailoring learning styles to lower grades and on paint night costs and logistics	Shari Fisher	December	CLOSED
7	Get more information on whether additional insurance is necessary and if so, how much	Spencer Callaghan	December	CLOSED
8	Information on Boston Pizza Fund Raising Event	Spencer Callaghan	February	CLOSED
9	Compilation of Games list and costs for Games Library	Meghan Schuler	February	CLOSED
10	Purchase games for Games Library	Meghan Schuler Shannon Jorgensen	March	CLOSED
11	Date for Boston Pizza	Spencer Callaghan	April	CLOSED
12	Submit PRO Grant Proposal	Shari Fisher	May	CLOSED