

# Kanata Highlands Public School

## School Council Meeting

### Minutes of Meeting – April 3<sup>rd</sup>, 2018

Location: KHPS Library

Time: 7:05 – 9:00 pm

<b>MEETING CALLED BY</b>	Shari Fisher and Spencer Callaghan Co-Chairs School Council
<b>TYPE OF MEETING</b>	KHPS School Council Meeting
<b>SECRETARY</b>	Collette Twyford and Aiza Saqalain
<b>ATTENDEES</b>	Parents of students attending KHPS Shannon Jorgensen - Teaching Staff Representative Pauline McKenna – Principal Ann Stanton-Loucks – Ottawa Public Health

#### Parent Members Present

Anna Cole	Jessika Mears-Mason	My-Lien Bosch
Christine Yakimovich	Katie Robb	Shari Fisher
Collette Twyford	Meghan Schuler	Spencer Callaghan
Devinder Kaur Trehan	Minzah Rizvi	Trina Simmonds
Jen Chandler		

#### Regrets

Aiza Saqalain	Catherine Birch	Jason Sadrian
Anthony Rumsey	Dana Platias	Shannon Clarke
Bushra Fazal	Fiona Pingyin	

#### Non Members

Semira Abdala	Kelly Lewis	Manu Singh
Cindy Choi	Jane Sun	Christina Aubry

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

Shari Fisher

#### Item 2 – Approval of April 3, 2018 Agenda

Shari Fisher

DISCUSSION	<ul style="list-style-type: none"> <li>• Jason is absent, so there will be no Treasurer's Update (<b>Item 5</b>)</li> <li>• Jihane said there was no Communications Update (<b>Item 9</b>)</li> </ul> <p><i>Shari moved to approve the agenda as amended; seconded by Spencer</i></p>
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### Item 3 – Acceptance of March 6, 2018 Minutes & Action Items

Shari Fisher

<b>DISCUSSION</b>	<ul style="list-style-type: none"><li>• Shari apologized for the late delivery of the minutes due to technical issues and asked whether anyone needed more time for review. No one needed more time.</li></ul> <p><i>Shari moved to approve the March minutes and action items as presented; seconded by Spencer</i></p>
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### Item 4 – Principal’s Report

Pauline McKenna

<b>DISCUSSION</b>	<p><b>Greetings, hope everyone enjoyed their long weekend and celebrations.</b></p> <p><b>Spring is here! Kanata Highlands is building a garden!</b></p> <p><b><u>Growing Up Organic</u></b></p> <p>This group does the build with the students, on site. As an independent organization, they source the materials and facilitate the build with the students. The build will be done with all the grade 5 students – this engages them in pride and ownership of the gardens.</p> <p>Building the gardens involves:</p> <ul style="list-style-type: none"><li>• Assembling the softwood cedar lumber with screwdrivers, screws and brackets to attach the frames.</li><li>• attaching landscape fabric/weed barrier to the assembled garden frames</li><li>• moving soil into the garden beds with shovels, buckets and wheelbarrows</li><li>• the whole process take about two hours</li><li>• the lumber can be sanded down if there are concerns of splinters but as the wood is cedar (a softwood) there is a limited chance for splinters (if at all) and it makes it easy to use screwdrivers and the wood is naturally rot -resistant</li><li>• the gardens are 3' by 8' by 1' deep (approximately 24 square feet)</li><li>• we build <b>three of these garden beds; front of school by gym (access to water)</b></li><li>• if there is rain on our scheduled build date (April 26) we can assemble the garden beds indoors; stage area</li><li>• the cost of soil and delivery is included in what Grow Up Organic covers</li></ul> <p><a href="http://cog.ca/ottawa/wp-content/uploads/2014/03/Rectangular-Raised-Bed-Gardens.pdf">http://cog.ca/ottawa/wp-content/uploads/2014/03/Rectangular-Raised-Bed-Gardens.pdf</a></p> <ul style="list-style-type: none"><li>• for more information on our garden builds</li></ul> <p>Our expectations from Kanata Highlands:</p> <ul style="list-style-type: none"><li>• to receive the soil delivery the day before the build (with a tarp to go under and a tarp to cover the soil (in case of rain)</li><li>• one (or two) wheelbarrows</li><li>• shovels</li><li>• 1-2 parent volunteers on the build day</li></ul> <p>After we build our garden GUO will facilitate four spring garden workshops with each of the participating classes</p> <ul style="list-style-type: none"><li>• planning the garden</li><li>• direct seed/starting salads in the garden</li><li>• seed starting</li><li>• Transplanting and possibly a salad-eating workshop with this one!</li></ul> <p><b>KHPS needs some help from our school community for the garden builds</b></p> <ul style="list-style-type: none"><li>• 2 parent volunteers for Thursday April 26th 8:30 - 12:00</li><li>• 4 shovels; 1 wheelbarrow</li></ul>
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- Seeking a family or two that might be interested in tending the garden over the summer, watering and harvesting

Thanks to Mme Samuel for coordinating this project for the school.

### **Update on School Math Learning Plan**

#### **Our goal**

If we explicitly teach students the S.T.A.R. problem solving method then students will be able to justify and communicate their mathematical thinking.

#### **What is S.T.A.R. ?**

- **STOP** - read the problem; what is the question asking me to do?
- **THINK** - decide on a plan and the mathematical strategy to solve the problem eg.
- **ACT** - follow your plan and solve the problem
- **REVIEW** - check that you answered the original question and communicated your thinking

#### **2nd Goal**

To develop strategies of conceptual understanding of estimation and basic number facts through math lessons, math games, activities and connection with parents to seek their support in practicing number facts at home.

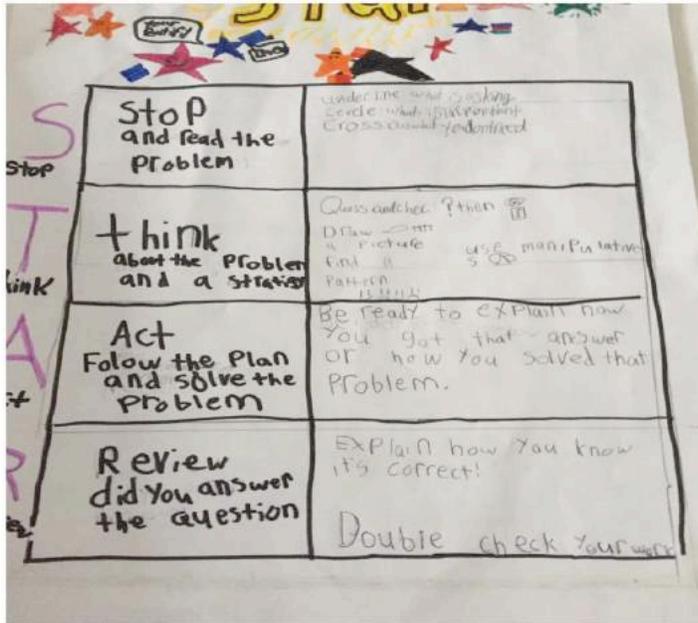
Teachers are teaching the students how to use the games purchased by the School Council in class and then students can sign them out to take home and play with their family.

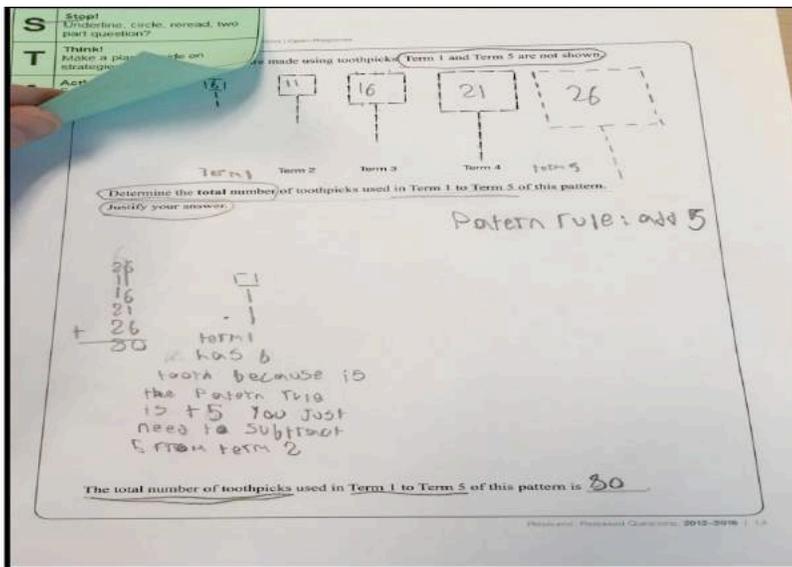
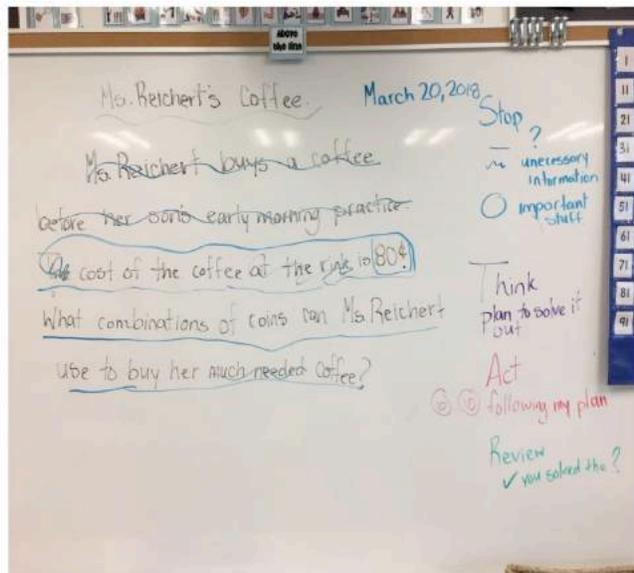
<https://docs.google.com/document/d/1YcjEe9rIXzeUlwMfq5o2NTm9W4J0jzndKS0xQAp5pIY/edit>



Examples of anchor charts made by students to support learning of STAR

Examples of anchor charts made by students to support learning of STAR





Here are some samples of students/teachers using the model of STAR with their students.

**Second part of our goal is teaching number facts.** Here is an example of Mme Shea teaching our grade 1's their number facts in a fun interactive method.

<https://drive.google.com/open?id=1VpPp17PSRoV1PvVWbA9bsqq1H6eeuWx2>

Teacher Learning through our math goal.

What are we noticing about student learning that might be changing the way we teach?

<https://flipgrid.com/1aee70>

We continue to ask for parent's support of practicing number facts.

[https://drive.google.com/open?id=0B\\_D640F2mF1CZEN1d2s5OGtVM1ZuWnktMi04QnJ3aVR3R2hJ](https://drive.google.com/open?id=0B_D640F2mF1CZEN1d2s5OGtVM1ZuWnktMi04QnJ3aVR3R2hJ)

## Item 6 – Ticks!

Ann Stanton-Loucks – Ottawa Public Health

- As **Tick season** is almost upon us, Ann Stanton-Loucks from Ottawa Public Health came to share some information with parents on ticks
  - Ann has been 35 years as a Ottawa Health Staff member.
  - She often works in Coordination with the University of Ottawa on the area of Lyme Disease and does public presentations
- Ann passed around several containers of Ticks (dead) for those present to view up close and get an idea of how ticks look and their actual size.



### DISCUSSION

- Ann put a picture of a Bagel on the white board covered in Poppy seeds and sesame seeds
  - the poppy seeds on the bagel were about the size of a nymph
  - the sesame seeds were about the size of an adult tick.
- Finding ticks are a big challenge due to their size and very often location on your body. However they tend to commonly locate on the torso area of the adult human
- The most common issue with Ticks is of course Lyme disease.
- Dear ticks are the main carrier of Lyme Disease but it is spread by migratory birds who carry the disease into and throughout Canada from other regions.
- The tick life cycle is 2 years from nymph to Adult.
- Tick eggs often look like caviar in nature and texture appearing golden and jelly like.
- Ticks will pick up Lyme Disease when they bite an infected host.
- Ticks' hunting for blood is called "questing" and occurs three times during the course of the tick's life.
- If you find nymphs and adult ticks in the same area then there is an established population there.
- Tick bites are never felt as they have an anesthetic and anti-coagulant so the host is unaware of the tick's presence in most situations.
- Ticks will always have their mouth head first in to the host while the butt remains outside.
  - Red butt = female tick
  - male butt is plain in color i.e. brown or black in appearance.
- Go to the doctor with your concern in particular if
  - the tick has been attached for more than 24 hours on the host
  - the tick is large, not flat (indicates it has been on for lengthy time as it is well fed)
  - a bullseye rash appears (sign of possible infection with Lyme Disease)
- Ann pointed out it is important to remember that **70 - 80% of ticks DO NOT HAVE Lyme Disease.**
- Thus there is only a 20% chance that the tick is infected.
- Ticks must feed (quest) for 24 hours in order to pass on Lyme Disease.

### Some tips to avoid tick bites are :

- Bug Spray with DEET (Deep Woods Off).
- Stay on clear trails if possible. Ticks like to stay on long grass waiting to catch on to a passerby host.
- Wear long pants tucked into your socks and or boots.
- Duct tape your eyelets in your shoes.
- Cats and Dogs are notorious for picking up ticks and should be checked regularly. In particular the ears and tails for anything unusual.
- Deer ticks are the most common Lyme Disease carriers and after a “quest” are the sizes of the eraser on the top of a pencil.
- Check children and yourself regularly especially after walk in forest areas or tall grasses. Look in areas you cannot always see easily.
- Shower after a trip in the forest or camping.
- Put outdoor clothing **directly** into the dryer upon arrival home, the heat will kill the ticks if there are any in the clothing. ( **Do not** wash then dry as the tick will survive this process)
- Keep Lawns Mowed and watered in the growing months - ticks do not like that.
- Mulch Barriers 12 to 18 inches of mulch around your garden or yard acts as a barrier ticks do not like to walk across the mulch as it's hot!

### Removal of Ticks

#### Tick Keys



- Grasp Tick as close to skin as possible
- Pull Key directly upward slowly ( 90° angle to the area)
- Do not twist nor rotate the tick or use lotion as this will aggravate the tick and it may regurgitate into the blood stream. Do not tick off the tick!
- Place tick in zip lock bag with a damp tissue and it can be examined.

#### Parent Questions

- Where exactly are tick located?
  - Long grass, Reeds, dried leaves
- When Camping can Ticks get into the tent?
  - Generally they will not crawl into a tent they are opportunistic creatures and will wait for you to come to them.
  - Shower, check your body regularly for bites and shake out clothes
  - Spray with DEET for prevention.
  - But do enjoy the outdoors as usual over the months using preventative method discussed tonight and in the accompanying handout.
- Can you wash the clothes in hot water (Sanitize wash) and then dry them in the dryer to kill ticks?
  - Ann said the clothes must be put directly into the dryer **DRY** for the heat to kill the ticks otherwise they can survive in the seams of clothes especially if they are damp from washing.

# LYME DISEASE

Ottawa | Public Health  
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## What is Lyme disease?

Lyme disease is an infection caused by a bacteria transmitted through the bite of an infected tick. Not all ticks carry Lyme disease. In Ontario, Lyme disease is spread by the bite of an infected **blacklegged tick**, commonly known as the deer tick.

Adult ticks are about the size of a sesame seed, while the immature nymphs can be as small as a poppy seed. Both adults and nymphs can carry the bacteria that cause Lyme disease.



## Symptoms

Symptoms usually begin within three days to one month after being bitten by an infected tick.

**If you develop symptoms, see your physician.**

### Symptoms may include:

- Circular, red rash (sometimes called a "bulls-eye" rash), slowly expands around the tick bite area
- Fatigue
- Headache
- Swollen lymph nodes
- Muscle and joint pain
- Fever, chills



## What if I find a tick?

If you find a tick on your body, remove it as soon as possible. The risk of getting Lyme disease increases with the length of time the tick remains attached to your body.

Since Ottawa is now considered an at-risk area for Lyme disease, it is important to contact your doctor if you believe a tick has been attached to you for 24 or more hours, or if you are unsure how long the tick has been attached to you, so that your doctor can determine if you need treatment with antibiotics. Treatment with antibiotics would be considered when:

- the tick has been attached for 24 or more hours or is fully or partially engorged and
- it has been less than or equal to 72 hours since the tick has been removed.

If the tick was attached for less than 24 hours and its body does not appear swollen from feeding or if you removed a tick and more than 72 hours have passed, you should still be on the lookout for signs and symptoms of Lyme disease for the next 30 days. If you do develop symptoms, consult your health care provider.

## How to remove a tick?

- Use tweezers or a "Tick Key".
- Grasp the tick's head as close to the skin as possible and pull slowly until the tick is removed.
- Do not twist or rotate the tick. Do not use a match, lotion or anything else on the tick.
- Place the tick in an empty pill vial or zip-lock bag with a moistened paper towel.
- Wash the bite site with soap and water.



Ottawa Public Health.ca  
Santé Publique Ottawa.ca

613-580-6744  
TTY/ATS : 613-580-9656



/Ottawa Health  
/Ottawa Sante

### Get your tick tested

- Ticks that have bitten HUMANS can be submitted through Ottawa Public Health for testing as part of an ongoing surveillance and identification program. Results may not be available for a number of months and should not be used for clinical case management by a physician. Call Ottawa Public Health to set up an appointment to submit the tick at 613-580-6744 or visit [OttawaPublicHealth.ca/Lymedisease](http://OttawaPublicHealth.ca/Lymedisease)

### Prevent a Tick Bite

To avoid tick bites, take these easy steps to protect yourself:

- Apply an approved mosquito repellent containing DEET to exposed skin and clothing.
- Wear long pants, a long-sleeved shirt, shoes and socks and tuck your pants into your socks.
- To make spotting ticks easier, wear light coloured clothing.
- If possible, stay on the trails when hiking in the woods or walking in long grass.
- Do a "full body" check on yourself, your children, and pets for ticks. Pay careful attention around your toes, knees, groin, armpits and scalp.



### Help make your environment less favourable to ticks:

- Keep the grass in your yard mowed.
- Remove brush and fallen leaves from the edges of your property, especially if your yard is bordered by woods or fields of tall grass.
  - » Add a wood chip or gravel border to separate forested and lawn areas.
- Clean up areas under and around bird feeders, to reduce the attraction of small critters such as mice and voles.
- Discourage deer from entering your yard, as ticks also feed on these animals.
- Place children's play structures away from wooded areas.

### Steps to reduce your pet's exposure to ticks

If your pet spends lots of time outdoors, a tick check should be part of your daily routine. While dogs and cats cannot directly transmit Lyme disease to people, a tick may enter your home on your pet's back and move on to bite a human.

To help reduce the chances of your pet carrying a tick that may transmit Lyme disease:

- Talk to your veterinarian about ways to protect your pet from ticks. There are many topical products that can help repel or kill ticks, and for dogs there is a vaccine.
- Check your pet daily for ticks, especially if it spends time in wooded or overgrown areas.
- Remove any ticks right away and dispose:
  - » Use tweezers or a "Tick Key".
  - » Grasp the tick's head as close to the skin as possible and pull slowly until the tick is removed. Do not twist or rotate the tick. Do not use a match, lotion or anything else on the tick.
  - » Wash the bite site with soap and water.
  - » Dispose of a live tick by submersing it in alcohol, placing it in a sealed bag/ container, wrapping it tightly in tape, or flushing it down the toilet.
  - » When your pet is examined by a veterinarian, ask for a thorough tick check.



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613-580-6744  
TTY/ATS : 613-580-9656



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/Ottawa Sante

## Item 6 - Hot Lunches

Anna Cole

DISCUSSION	<ul style="list-style-type: none"> <li>• Check received from Lunch Lady for November to December orders - total of \$55.25.</li> </ul>
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## Item 7 - Fundraising Updates

DISCUSSION	<p><b>7.1 McDonalds Recap - Minzah Rizvi</b></p> <p>Event raised \$475 in total confirmed.</p> <p><b>7.2 Boston Pizza Fund Raiser Event - Spencer Callaghan</b></p> <p><b>Date:</b> May 10<sup>th</sup> <b>Time:</b> 5:30pm to 7:30pm</p> <ul style="list-style-type: none"> <li>• 10% of the bill goes to School Council</li> </ul>
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- Those parents going to support the evening simply tell the server they are there for the KHPS event. Vouchers are not required.
- Management said they would apply the 10% to all attending on this date and time! However, Spencer mentioned it would be nice to tell the server we are there as part of the promotion so they can track the response

Question: Is take-out included in the promotion?

- Spencer will ask and get an answer for it.

### 7.3 Move It Night and Year End BBQ - My-Lien Bosh

#### Move It Night

- preparations are all in place!
- However there are 3 volunteers signed up and there is need for 10 in total.
  - Jihane said she will put out a Facebook post specifically targeting the need for volunteers.
  - Pauline said she will put it out on the Twitter Account also
  - Spencer said this should also have an RSVP for volunteering by this Friday (aka Monday) so that we can plan ahead if volunteer numbers are still short.
  - Kelly Lewis (an attendee) mentioned she may have High School students interested in Volunteer hours as the deadline for HS volunteer hours in May 31<sup>st</sup>.
  - Pauline mentioned that Dental Screen Reminded notices were due to go out to KHPS parents and a request for volunteers could also accompany this.
- Some other issues to address where
  - MC for the evening to ensure continuity on the night. Spencer and Shari offered to do this if no one else wanted to
  - Shannon - World Changers are to have a table showcasing their efforts at the venue.
  - Logos for those participating will also need to be on display and perhaps referred to by the MC on the night. Suggested logos could be on display or on power point/projector.
  - Parents/ teachers and members are encouraged to talk about the Move It Night in class room news with other parents and the kids in general
  - Pauline mentioned she found this useful in reminding kids and getting them excited about the event as she often have kids mentions things to her in passing in the corridor so this helps spread the word in the KHPS community

#### End of Year BBQ Event

- Volunteer / Lead needed for BBQ Event.
  - Due to logistics and work commitments in the coming month My-Lien and Minzah will find it difficult to plan for the event; My-Lien would help after mid-May.
  - They will of course give support and have a plan to follow as everything is in process, it's just a role for someone to step in for them while they are busy with other commitments.
  - There was some discussion on how to coordinate advertising for a co-coordinator for the BBQ using social media and school notices.
  - **Kelly Lewis and Meghan Schuler kindly offered to take up the role to help out.**
- Kelly Lewis suggested "Yaki" a Kanata performer for the BBQ event entertainment. This performer very often asks only for food bank donations and often preforms for charitable reasons rather than profit.
- My-Lien said she will contact a popular food truck to come on the night of the BBQ Event as a food option on the night.

### Item 8 - Game Resource Library Update

Meghan Schuler

DISCUSSION	<ul style="list-style-type: none"><li>• Games are now available in the school</li><li>• Students are already accessing the games</li><li>• Shari mention a games night for parent and students in May<ul style="list-style-type: none"><li>○ May is busy with Usborned book fair</li><li>○ Suggestion that this might work better in the fall – pair it with the Open House</li></ul></li><li>• Meghan suggest that a monthly reminder on FB or social media would help let parents know that the games are also available for borrowing to take home.<ul style="list-style-type: none"><li>○ Suggestion to also include the math games under Resources on the website</li><li>○ Parent suggested demonstrating the games on flip grid might also help parents become more aware of the games and how to play them if their children are playing the Flip grid videos for family at home.</li></ul></li></ul>
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### Item 9 - Play Ground Project

Shari Fisher

DISCUSSION	<ul style="list-style-type: none"><li>• Meghan and Devinder have agreed to take the lead on this project</li><li>• Shari sought clarification on where we stand with plans for the playground project.<ul style="list-style-type: none"><li>○ Still need to figure out where playground will be located</li></ul></li><li>• The Buddy Bench was agreed upon as a good starting place as it is easy to relocate once the playground location is established<ul style="list-style-type: none"><li>○ Discussion on the type of Bench to purchase</li><li>○ Kelly Lewis mentioned that West Carlton High School (WCHS) built a bench for her school at a cost of \$250 for 3<ul style="list-style-type: none"><li>▪ Q: what kind of material was used? A: pressure treated wood.</li></ul></li><li>○ Kelly said she can ask her contact if they could have a bench or two by June which could be difficult due to commitments at WCHS but she will find out.</li><li>○ Pauline said as long as the board approves it she did not see a problem with looking into this as an option.</li></ul></li><li>• Q: What about the outdoor stage - could this also be an option for WCHS to build?<ul style="list-style-type: none"><li>○ More information is needed</li></ul></li><li>• Discussion to be continued at May meeting</li></ul>
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### Item10 - New Business

Shari Fisher

DISCUSSION	<p>For discussion at next meeting:</p> <ul style="list-style-type: none"><li>• PRO Grant applications are open. Shari asked members to think about whether we want to apply again and if so, to bring forward ideas for this year's proposal</li></ul>
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**Item 11 – Adjournment and next meeting.**

Shari Fisher

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|  | <ul style="list-style-type: none"><li>• Next Meeting May 1<sup>st</sup> 2018</li><li>• Adjourned 9pm</li><li>• Seconded by Spenser</li></ul> |
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**ACTION ITEMS – 2017-2018**

<b>ITEM NO.</b>	<b>DESCRIPTION</b>	<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>	<b>STATUS</b>
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