

# Kanata Highlands Public School School Council Meeting

## Minutes of Meeting – October 2nd, 2018

Location: KHPS Library

Time: 7:05 – 9:05 pm

<b>MEETING CALLED BY</b>	Shari Fisher and Spenser Callaghan (Co-Chairs School Council)
<b>TYPE OF MEETING</b>	KHPS School Council Meeting
<b>SECRETARY</b>	Collette Twyford and Katie Robb
<b>ATTENDEES</b>	Parents of students attending KHPS Laura Bennett and Jo-Anne Pulley - Teaching Staff Representative Pauline McKenna – Principal

### Parent Members Present

Anna Ahmad	Fiona Pingyin	My-Lien Bosch
Anna Cole	Jason Sadrian	Shari Fisher
Armaghan Chaudhary	Jen Chandler	Spenser Callaghan
Bushra Fazal	Jennika Maheral	Sreerekha Verma
Catherine Birch	Katie Robb	Stephanie Desjardin
Christine Yakimovich	Kristina Riley	Tahani Fares
Colette Twyford	Meghan Schuler	Trina Simmonds

### Regrets

Anthony Rumsey	Jessika Mears-Mason	Minzah Rizvi
Devinder Kaur Trehan	Kelly Lewis	

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

Shari Fisher

### Item 2 – Welcome and introductions

Shari Fisher

DISCUSSION	<ul style="list-style-type: none"> <li>• Shari welcomed all attendees</li> <li>• Everyone introduced themselves</li> </ul>
------------	--

### Item 3 Approval of October 2, 2018 Agenda

Shari Fisher

DISCUSSION	<ul style="list-style-type: none"> <li>• Shari noted that Jihane was unable to attend the meeting so the Communications Update would be struck from the Agenda</li> </ul> <p><i>Shari moved to approve the agenda as amended; seconded by Spencer</i></p>
------------	---

**Item 4 – Acceptance of June 5, 2018 Minutes & Action Items**

Shari Fisher

<b>DISCUSSION</b>	<i>Shari moved to approve the minutes as presented; seconded by Spencer</i>
-------------------	---

**Item 5 – Election of Council Members for 2018 to 2019**

Pauline McKenna

<b>DISCUSSION</b>	<p><b>1. Identification of Council Members</b></p> <ul style="list-style-type: none"> <li>Pauline called for all those interested in being Council members to identify themselves</li> </ul> <p><b>2. Election of Executive and Other Positions</b></p> <ul style="list-style-type: none"> <li>Some discussion around the role of each council position</li> <li>Pauline asked those present to put their names forward for each position as it was called if they were interested in volunteering for these positions for the school year 2018-2019.</li> <li>Voting took place and positions were filled as follows ;</li> </ul>																			
	<table border="1"> <tr> <td><b>Co-Chairs</b></td> <td>Shari Fisher Spenser Callaghan</td> <td>Acclaimed</td> </tr> <tr> <td><b>Treasurer</b></td> <td>Jingjing Zhang</td> <td>Acclaimed</td> </tr> <tr> <td><b>Co-Secretaries</b></td> <td>Collette Twyford Katie Robb</td> <td>Acclaimed</td> </tr> <tr> <td><b>Fundraising Coordinator</b></td> <td>Stephanie Desjardins</td> <td>Acclaimed</td> </tr> <tr> <td><b>Co-Communications Coordinators</b></td> <td>Sreerekha Verma Anna Ahmad</td> <td>Acclaimed</td> </tr> <tr> <td><b>Co-Lunch Coordinators</b></td> <td>Anna Cole Fiona Pingyin</td> <td>Acclaimed</td> </tr> </table>	<b>Co-Chairs</b>	Shari Fisher Spenser Callaghan	Acclaimed	<b>Treasurer</b>	Jingjing Zhang	Acclaimed	<b>Co-Secretaries</b>	Collette Twyford Katie Robb	Acclaimed	<b>Fundraising Coordinator</b>	Stephanie Desjardins	Acclaimed	<b>Co-Communications Coordinators</b>	Sreerekha Verma Anna Ahmad	Acclaimed	<b>Co-Lunch Coordinators</b>	Anna Cole Fiona Pingyin	Acclaimed	
<b>Co-Chairs</b>	Shari Fisher Spenser Callaghan	Acclaimed																		
<b>Treasurer</b>	Jingjing Zhang	Acclaimed																		
<b>Co-Secretaries</b>	Collette Twyford Katie Robb	Acclaimed																		
<b>Fundraising Coordinator</b>	Stephanie Desjardins	Acclaimed																		
<b>Co-Communications Coordinators</b>	Sreerekha Verma Anna Ahmad	Acclaimed																		
<b>Co-Lunch Coordinators</b>	Anna Cole Fiona Pingyin	Acclaimed																		
	Katie Robb also volunteered to be our depositor																			

## Item 6 – Principals Report Q and A

Pauline McKenna

DISCUSSION	<ol style="list-style-type: none"> <li>1. Welcome back, thank you for all being here to support our school community. Thanks for making this such a smooth start to the school year. Appreciate all the interest and commitment to school council...could not do it without you all! We have 354 students this year. Last year we were at 332.</li> <li>2. Support for our community - thank you for your support in postponing our <b>Terry Fox walk</b> until last week of April or first week of May. We look forward to engaging our students and community at this time to learn and appreciate all that Terry stood for through his efforts. <p>At this time, our <b>student's leadership club</b> and our staff have been working on a fundraising plan to support our local community who was affected by the tornado. One of our staff knew through a friend Rory Gardiner, who lived in Dunrobin and lost everything. Rory is an amazing artist and is willing to come in and speak with our school community about the tornado and the effect it has had on him and his community. He is also willing to do a small concert for the students and then ask for all proceeds from the sale of his CD/album will go towards the Red Cross.</p> <p>The students have decided that they will hold a 'power out' board game event. Students will be asked to contribute a minimum of \$2 to participate. We would ask for a \$5.00 contribution to join our school assembly/concert. All students would be welcome to participate even without a contribution. We have tentatively booked the concert for Friday October 12th and the 'power off' board games on Oct. 16th.</p> </li> <li>3. <b>Traffic lights</b> - I understand the concerns expressed by our parent community in the local article that was published. It is important to note, that all students have been offered and encouraged to use bus transportation due to the busy Terry Fox road. I know with the opening of the new school, more traffic on Terry Fox with the closure of Goulbourn Forest Road.</li> <li>4. <b>EQAO</b> results for first year - a quick snapshot of our 44 grade 3 students; purpose of EQAO is to examine patterns over several years both school - board and province; <p><b>2016-2017</b> - 40 grade 3 students reading 78; writing 68 and math 70  <b>2017-2018</b> - 44 grade 3 students reading 93; writing 84; and math 80  <b>2017-2018</b> - 38 grade 6 students reading 97; writing 97; and math 76</p> <p>If we look at participating students for grade 6 (one student did not write) reading 100%; writing 100% and math 79%</p> <p>Reviewed board vs Province vs School results; copy of full report is on our school website.</p> <p>Provincial direction is for all schools to have a math learning plan for the school year based on data; we are in the process of developing our focus and will share with community in coming months.</p> <p>EQAO is just one piece of data when reflecting on a school; all schools are so much more than just their EQAO scores.</p> </li> <li>5. Last May, our parent community completed a <b>survey</b> reflecting their experiences at Kanata Highlands. We had 79 respond from a family community of just over 200.</li> </ol>
------------	---

	<p>Highlights provided.</p> <ul style="list-style-type: none"> <li>• Parents prefer email communication.</li> <li>• Parents can't attend school events because do not have the time.</li> <li>• Overall positive feedback.</li> <li>• Open ended questions response generally positive.</li> <li>• Staff reviewed in detail in June to see next steps.</li> </ul> <p>6. <b>Family donations</b> for student activities - these funds will be spent by divisions on student activities; we will inform school council once decisions and plans have been made.</p> <p>7.</p> <table style="margin-left: 20px;"> <tr> <td>Kinder</td> <td>\$1105.80</td> <td></td> </tr> <tr> <td>Primary</td> <td>\$1746.00</td> <td></td> </tr> <tr> <td>Junior</td> <td>\$1164.00</td> <td style="border-top: 1px solid black;"></td> </tr> <tr> <td>Total</td> <td>\$4015.80</td> <td>58% of families have contributed.</td> </tr> </table> <p>8. Would ask council to review dates selected last spring for school events and make definite decisions on dates as community groups have strong interest in using school; we can always ask in advance if we need an additional date.</p> <p>Request from community use of schools –</p> <p>We have a request to use the Gym for the Annual Chris Paulin Basketball Tournament on Friday Nov 30th, Sat Dec1st, and Sunday Dec 2nd. Currently all spaces are booked for School/Parent Council use on Friday Nov 30th. Would it be possible to move the event to another Friday and release the Gym for the Tournament use?</p>	Kinder	\$1105.80		Primary	\$1746.00		Junior	\$1164.00		Total	\$4015.80	58% of families have contributed.
Kinder	\$1105.80												
Primary	\$1746.00												
Junior	\$1164.00												
Total	\$4015.80	58% of families have contributed.											

## Item 7 - Teachers Reports

Laura Bennett and Jo-Anne Pulley

DISCUSSION	<ul style="list-style-type: none"> <li>• Staff will rotate their participation this year.</li> <li>• Starting with the Kindergarten Teachers: Laura Bennett and Jo-Anne Pulley tonight. They provided a presentation on the outdoor learning taking place at KHPS, including a slide show: <ul style="list-style-type: none"> <li>• Emphasis on using our outdoor classroom for educational opportunities across the grade levels.</li> <li>• Benefit of outdoor learning such as self-control, cooperation</li> <li>• Activities such as finding letters around the school grounds</li> <li>• Using binoculars to see the changes in the forest and animals around the school grounds</li> <li>• Grade 1 for example is learning about the five senses which interacts very well with the outdoor aspect of learning. They hope to spend 2 hour per week outdoors.</li> <li>• Learning about respecting nature and taking only things which have fallen from the trees as momentous of their day outdoor. Children collected acorns and talked about squirrels collecting them for the winter ahead.</li> <li>• Grade 5 - exploring energy observations and energy transformation exploring playing and learning from what they see on their outdoor journeys.</li> </ul> </li> </ul>
------------	--

## Item 8 – Council Priorities for 2018- 2019

Shari Fisher

	<p>Shari presented a draft of the Council priorities for 2018-2019</p> <p><b><u>Priority 1 - Engagement</u></b> : Provide a forum for parental involvement and engagement in KHPS</p> <ul style="list-style-type: none"> <li>• Hold monthly meetings open to all parents</li> <li>• Offer childcare at monthly Council meetings</li> <li>• Encourage parental involvement in both Council and other school activities and programs</li> <li>• Keep Council communications up to date and through various media</li> <li>• Host whole family events (e.g. School BBQ)</li> <li>• Provide workshops for parents on various topics (e.g. tech, health and nutrition)</li> <li>• Promote events and special presentations at Council through various media</li> <li>• Encourage participants to share the content of meetings with other parents to broaden discussion, involvement and engagement</li> </ul> <p>Comments:</p> <p><b>Nutrition and Healthy eating</b></p> <ul style="list-style-type: none"> <li>• Intention to send out guideline on healthy eating and also perhaps arrange a parent workshop on the topic.</li> <li>• Suggestion to place a link for Canadian healthy eating on the school website.</li> </ul> <p><b><u>Priority 2 - Fundraising</u></b> : Raise funds to support and enrich the educational experience for all students</p> <ul style="list-style-type: none"> <li>• Through fundraising activities which encourage student and parent involvement for both general and specific purposes related to the school and student needs</li> </ul> <p><b><u>Priority 3 - Students Well Being</u></b> : Support the school in enhancing the safety and wellbeing of the students</p> <ul style="list-style-type: none"> <li>• Provide financial and volunteer support for schools initiatives</li> <li>• Provide workshops for students on various topics (e.g. tech, health and nutrition)</li> </ul> <p>Comments:</p> <ul style="list-style-type: none"> <li>• Under engagement include resources (e.g. games currently available for students to use and borrow for their home)</li> <li>• Under fundraising include working toward first steps of implementing our playground project</li> </ul> <p><b><i>Shari called a vote on the adoption of the School Priorities as amended – All in favour</i></b></p>
--	--

## Item 9 – Treasurer Update

Jason Sadrian

DISCUSSION	<ul style="list-style-type: none"> <li>• Numbers had stayed the same since the end of school term in June</li> <li>• 2700 in TD roughly</li> <li>• 20000 allocated to playground</li> <li>• 7000 remains unallocated in account</li> <li>• 13000 in pizza money this term</li> <li>• Bank has no fees as long as there is over \$5000 in the bank</li> </ul>
------------	--

- Need to allocate \$300 for operating expenses (bank fees, website, etc.)

**Shari called a vote on the allocation of up to \$300 for operating expenses for 2018-2019 – All in favour**

## Item 10 - Hot Lunch Update

Fiona Pingyin and Anna Cole

DISCUSSION

- Tuesday is Lunch Lady this year at second nutrition break
- Pizza – Council gets 50% of the money taken in for Pizza Day
  - 342 slices ordered with 647 pizza ordered weekly
- School has approximately \$8000 from this event.
- Volunteers for Pizza Day always needed and welcome.

## Item 11 – Fundraising Update

Shari Fisher

### 10.1 BBQ Update (Meghan Schuler)

- Positive feedback from all who attended.
- All went smoothly and without incident
- Event raised approximate \$800
- Event was not for fundraising rather something to enjoy for the KHPS community

### 10.2 2018/2019 Events and Updates

#### Parents' questions

- **What is the ETA for the playground?**
  - No fixed ETA rather there was some items to put into place such as the Buddy Bench big ticket items required some paper work and decision on contractors, placement and budgets.
- **Was there input form the students on the Playground?**
  - Yes. Grade 6 students with Mrs. Jorgenson as part of the math curriculum researched and canvased student body on the items they wish for the playground and a presentation was made at a School Council meeting.
- **What are the short term items we can buy?**
- Paint board games on the asphalt
- Buddy Bench in the yards
- Stage and outdoor class room
- Kids enjoy exploring the mud and clover area examining the bugs and plant life they find there.
- Snow games are also a big hit when the snow comes.
- Chalk is needed for the outdoor areas
- Paper work and regulations are part of the delays in putting in playground items.
- Also location is yet to be established as portables will be placed in the yard eventually.
- Raising money for the playground is also important part of the slowness in installing a playground – need to have \$ before can start process.

DISCUSSION

- Daniel Fournier the liaison for the OCDSB and KHPS playground project has a video on the OCDSB website which helps parents walk through the process of establishing a playground and the paperwork involved.
- Information for playground projects can be found here <https://www.ocdsb.ca/cms/one.aspx?portalId=55478&pageId=1540630>

***Shari called a vote on the allocation of up to \$100 for the purchase of chalk and other playground toys for the kids – All in favour***

## **FUNDRAISING**

Parents discussed dates for fundraising activities

- It was agreed to give up the November 30 date as well as the October 26 date (not enough time to plan a Halloween dance) in favour of November 16 for a movie night

Parents also discussed various ideas for fundraising this year:

### **Toy Drive**

- Families can donate unwanted toys which can be sold to the school body to help raise funds.
- Concerns were raised with having to inspect all donations

### **Donating Books to the school.**

- Pauline explained that historically this is a logistical challenge for the librarian and so it has not been an option taken up by the school.
- However there will be a book fair where parents can buy books for their kids or donate one to the library; also possibility of raising funds through another Chapters fundraising night.
- Perhaps a wish list form the librarian might be useful.

### **Mc Donald's and Chapters Bookstore events**

- Spencer will look into arrangements for fundraisers such as McDonald's and Chapters Bookstore events. ***\*Action item\****

### **Cake or bake sale / vendor sale**

- Parents also suggested the possibility a as we approach the Christmas and holiday season of a bake or vendor sale
- ***To be discussed at November meeting***

### **Bingo Night**

- Trina attended a bingo event hosted by another school at the Legion last year
- To look into the possibility of doing this this year – seems like a relatively easy event to organize.
- It is an over 18 event

### **Pizza Day**

- Parents suggested an option for parents not involved with ordering pizza to voluntarily donate money to the school as an alternative to pizza payments.

### **School BBQ**

- June 21<sup>st</sup> is open for this event.
- It was suggested that perhaps this event could be held on a Thursday due to families traveling that weekend. Perhaps more parents can participate if it is held on a Thursday
- ***To be discussed at next meeting***

	<p>The discussion returned to whether we could move forward with a tangible item for the playground</p> <ul style="list-style-type: none"> <li>• Consensus around moving forward and installing the Buddy Bench as the first step</li> </ul> <p><b><i>Shari called a vote on purchasing the Buddy Bench – All in favour</i></b></p> <ul style="list-style-type: none"> <li>• Pauline to get final pricing and info re: installation <b><i>*Action item*</i></b></li> <li>• Pauline to price outdoor classroom stage and shading for the kinder yard as well <b><i>*Action item*</i></b></li> </ul>
--	--

### Item 13- New Business

DISCUSSION	<ul style="list-style-type: none"> <li>• No new business</li> </ul>
------------	---

### Item 14- Adjournment and next meeting

Shari Fisher

DISCUSSION	<ul style="list-style-type: none"> <li>• Next Meeting November 6, 2018</li> </ul> <p><i>Shari moved to adjourn the meeting; seconded by Spencer</i></p> <ul style="list-style-type: none"> <li>• Meeting adjourned 9:05pm</li> </ul>
------------	--



**ACTION ITEMS – 2018 - 2019**

<b>ITEM NO.</b>	<b>DESCRIPTION</b>	<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>	<b>STATUS</b>
1	Purchase playground chalk and toys	Anna Cole and Fiona Pingyin	November	OPEN
2	Follow up on date options for McDonald's and Chapters fundraising events	Spencer Callaghan	November	OPEN
3	Get quote for and arrange installation of Buddy Bench	Pauline McKenna	November	OPEN
4	Get more information on pricing for the stage and shade for the kinder yard	Pauline McKenna	November	OPEN