

# Kanata Highlands Public School School Council Meeting

## Minutes of Meeting – January 8th, 2019

Location: KHPS Library

Time: 7:05 – 9:05 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 Katie Robb
<b>ATTENDEES</b>	Parents of students attending KHPS Lesley-Anne McCurry - Teaching Staff Representative Pauline McKenna – Principal

### Parent Members Present

Anna Ahmad	Fiona Pingyin	Shari Fisher
Anthony Rumsey	Jennika Maheral	Spencer Callaghan
Armaghan Chaudhary	Katie Robb	Stephanie Desjardin
Christine Yakimovich	Kelly Lewis	Trina Simmonds
Devinder Kaur Trehan	Meghan Schuler	

### Non-Members Present

Ajit Singh Sandhu	Lyndsay Melkin	
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### Regrets

Bushra Fazal	Jason Sadrian	My-Lien Bosch
Catherine Birch	Jen Chandler	Shervin Tavvafi
Collette Twyford	Jessika Mears-Mason	Sreerekha Verma

### Item 1 - Meeting called to order at 7:03 pm

Spencer Callaghan

### Item 2 - Approval of January 8, 2019 Agenda

Spencer Callaghan

<b>DISCUSSION</b>	<ul style="list-style-type: none"> <li>Jason will not be present for the treasurers report; Jingjing had not yet arrived so it was agreed to leave the Treasurer's Update on the agenda in the event that she did come; in any event Jason has forwarded an email which could be appended to the minutes</li> </ul> <p style="text-align: center;"><i>Spencer moved to approve the agenda as presented; seconded by Anna</i></p>
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### Item 3 – Principal’s Report

Pauline McKenna

<p><b>DISCUSSION</b></p>	<p>1. Happy New Year to all! I hope you all had a wonderful holiday with your families. So great to see all the students yesterday! Ready for school year 2019!</p> <p>2. Email going out to all families - next pizza order to begin Wednesday Feb. 6th; new milk order to begin Monday Feb. 4th; email being sent to families this week</p> <p>3. Budget Update - no significant changes to budget from December; will report in February</p> <p>4. Library Book Fair - successful book fair! \$5056.90 in total sales which gives our school \$2821 worth of Scholastic credit.</p> <p>5. Play Structure - I have communicated with Dan Fournier and he has provided Meagan Schuler a contact Jeff Kaster to meet with us to begin developing a plan and potential cost.</p> <p>6. New Director of Education - Camille Williams-Taylor; she officially began January 2019. Link to her message on the website <a href="https://www.ocdsb.ca/about_us/director_of_education">https://www.ocdsb.ca/about_us/director_of_education</a></p> <p>7. The OCDSB strategic planning process is well underway, and in January 2019 the District will enter the Strategies &amp; Actions stage which includes two evenings of focus group discussions. At the focus group sessions, participants will be provided with feedback from the idea exchange and will work in groups to explore and discuss the results from the online consultation, and help define specific strategies and actions for achieving identified goals.</p> <p>Space is limited so all participants must pre-register. Please click on the Register Now hyperlink below for the date you’d like to attend.</p> <p>The focus group meetings will be held on:</p> <p>Wednesday, January 23rd, 2019 from 6:00 p.m. to 8:30 p.m.          Sir Robert Borden High School          131 Greenbank Road          Register Now</p> <p>Thursday, January 31st, 2019 from 6:00 p.m. to 8:30 p.m.          Cairine Wilson High School          975 Orléans Blvd          Register Now</p> <p>6:00 p.m. Light Refreshments and Meet and Greet          6:30 p.m Thought exchange Consultation Overview          7:00 p.m. Focus Group Sessions          8:30 p.m. Wrap-up, Final Thoughts</p> <p>To learn more about our strategic planning process visit our website.</p> <p>8. Kindergarten Information Event - Thursday January 17th, 6:00 - 7:00 p.m. Parents are welcome to attend to gather information and a school tour prior to registration for kindergarten.</p>
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## Item 4 - Fundraising Update

DISCUSSION	<p><b>4.1 Year End BBQ</b> - Meghan Schuler &amp; Kelly Lewis</p> <ul style="list-style-type: none"> <li>● Date confirmed: Thursday, June 20, 2019</li> <li>● Food trucks are booked – Merry Dairy, Big D's Dog House and Poutine Emporium</li> <li>● Also contacted Jo-Jos pizza and Man'oushi</li> <li>● Yaki has confirmed. Discussion on best location for performance. Preference would be a stage given challenges faced last year.</li> </ul> <p><b>4.2 Fundraising Mailout</b> – Spencer Callaghan</p> <ul style="list-style-type: none"> <li>● Looking to do a direct appeal to families for a donation for the playground.</li> <li>● Discussion of timing – Spring campaign (May) probably best</li> <li>● Donation is tax deductible.</li> <li>● Discussion about distribution method - Mail vs email or child's backpacks – mail probably most effective because people are inundated with emails; kids can lose things</li> <li>● Would like to have an older student design the letter and artwork – <b>Pauline to see if there was a teacher willing to take this on</b></li> <li>● Discussion of costs: printing, envelope, stamps</li> </ul> <p style="text-align: center;"><b>Spencer called a vote on allocating up to \$400 for supplies for the mailout campaign – All in favour</b></p> <p><b>4.3 Bingo Night</b> – Trina Simmonds</p> <ul style="list-style-type: none"> <li>● Clay from the Legion came to describe how Bingo night will work and provided lots of information</li> <li>● Date confirmed: Saturday, March 30, 2019</li> <li>● Legion runs the bingo, makes fries and provides alcohol and liquor licence</li> <li>● Council runs a canteen (snacks, pop, etc) and sells tickets</li> <li>● About 6 volunteers will be required.</li> <li>● 110 tickets at \$27 each (people can buy more there) - Council needs to sell about 80 tickets - Clay will sell 30 to his regulars</li> <li>● Council to provide items for a silent auction - about 12 items ranging \$20-\$25 and provide him with a list in advance.</li> </ul> <p><b>4.4 Future Events</b></p> <ul style="list-style-type: none"> <li>● McDonald's night <ul style="list-style-type: none"> <li>○ Discussion about timing – best to plan for spring (April/May)</li> </ul> </li> <li>● Movie Night <ul style="list-style-type: none"> <li>○ Easy enough to plan for February</li> <li>○ Concerns expressed about overstressing parents with pizza and milk due in Jan and bingo in March – may get fatigued from being constantly asked to pay for things <ul style="list-style-type: none"> <li>■ Not everyone comes to all events - some will come to movie night, others to Bingo – consensus was that it wasn't too much given that one was a family event and the other was adult's only</li> <li>■ Majority in favour of February movie night</li> </ul> </li> <li>○ Proposed date: February 22nd - <b>Pauline to confirm</b></li> </ul> </li> </ul> <p style="text-align: center;"><b>Spencer called a vote on allocating up to \$1000 for supplies and float for movie night – All in favour</b></p>
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## Item 5 – Teachers’ Report

Lesley-Anne McCurry

<p><b>DISCUSSION</b></p>	<p>Lesley-Anne provided a summary of a Kindergarten/Grade 1 special collaborative inquiry project</p> <p>“Collaborative inquiry holds potential for deep and significant change in education. Bringing educators together in inquiry sustains attention to goals over time, fosters teachers’ learning and practice development, and results in gains for students.”</p> <p>****</p> <p><b>How?</b></p> <p>We gathered as a group in late November to identify some of the challenges facing our youngest learners at KHPS. We decided to focus on active listening and oral language acquisition based on our observations over the last three years.</p> <p><b>Inquiry question: How does using interactive listening strategies impact the development of oral and social language?</b></p> <p>We then brainstormed a variety of strategies and developed an IF..... THEN... statement.</p> <p><b>If we explicitly teach “think-pair-share”, then students will be able to develop their oral language structures and respond with relevant connections.</b></p> <p>****</p> <p><b>THINK, PAIR, SHARE (Turn and talk)</b>  <b>PENSE, ÉCOUTE, PARTAGE (OU PARLE)</b>  <b>This strategy may look different in Kindergarten and Grade 1.</b></p> <ul style="list-style-type: none"> <li>- It is important to give thinking time</li> <li>- We are using a variety of strategies to teach students who speaks when (giving numbers 1 and 2, giving a talking stick, using visuals, photos of students engaging in the strategy).</li> <li>- At our next meeting this month we will gather to make sure our explicit teaching is consistent, what worked, what didn’t, share observations</li> </ul> <p>****</p> <p>Teachers are now making initial observations.</p> <ul style="list-style-type: none"> <li>- What do you notice when using this strategy?</li> <li>- Are students able to do this?</li> <li>- How have you explicitly taught and modelled this strategy in your room?</li> <li>- How can we involve mindful listening? What do we notice?</li> </ul> <p>We will be sharing initial observations and specific observations about students so that we can track progress over time.</p> <p>****</p>
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### Additional thoughts...

Collaborative Inquiry focus can change over time

It is meant to be an organic project that may change depending on what we notice, observe from our students

Not an “add on” it is a regular part of our daily/weekly teaching

We are so grateful to have the time to work on these special projects. This time to reflect on our practice makes us better for the students. They are at the centre of our professional learning and they guide our next steps.

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**Merci beaucoup!**

We are excited to move forward with this project and share our learning.

## Item 6 – Treasurer’s Update

Neither Jason nor Jingjing were in attendance to provide an update; however, Jason provided the following by email:

### **Account Balances**

#### **1) TD Account: Major transactions (past 60 days)**

Nov. 9, 2018 - chq. 62	115	
Nov. 13, 2018 - chq. 61	39	
Nov. 16, 2018 - Movie night float (WD)	200	
Dec. 3, 2018 - Movie night pizza	386	
Dec. 4, 2018 - deposit lunch lady		155
Dec. 4, 2018 - Movie night cash deposit		604
Dec. 4, 2018 - deposit		145
Dec. 4, 2018 - deposit		38
Dec. 5, 2018 - chq. 66 movie night exp.	145	
Dec. 11, 2018 - deposit		631
Dec. 12, 2018 - chq. 67 - movie night exp	72	
<b>TD Account Balance:</b>		<b><u>\$29,181.24</u></b>

#### **2) School Cash Online Balance:**

Pizza day account:	8,323
<b>Movie night account:</b>	<b>1,660</b>

<b>Total Accounts Balance:</b>	<b>\$ 39,163</b>
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### **Commitments/Allocations:**

Remaining Pizza days (2)	812
Playground Allocations (Move-it/Movie night)	22,566

DISCUSSION

	Oct. 2: Admin fees	300
	Oct. 2: Chalk	100
	<b>Total Commitments/Allocations:</b>	<b><u>\$ 23,778</u></b>
	<b>Total Funds available (Acct. Balances - Comm./Allocs.):</b>	<b><u>\$ 15,385</u></b>
	<a href="mailto:KHPSFINANCE@GMAIL.COM">KHPSFINANCE@GMAIL.COM</a>	

### Item 7 - Hot Lunch Update

Fiona Pingyin

<b>DISCUSSION</b>	<ul style="list-style-type: none"> <li>• Term 2 Pizza sign up has gone out – starts February 6th. Term 1 continues until the end of January</li> <li>• Looking for another couple of volunteers to help with pizza</li> <li>• Communication about pizza orders will be emailed out and added to Facebook.</li> </ul>
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### Item 8 - Communications Update

Anna Ahmad

<b>DISCUSSION</b>	<p>Nothing to update</p> <ul style="list-style-type: none"> <li>• <i>Communication will be sent out about movie night and other upcoming events</i></li> <li>• <i>Communication will be sent out about pizza and milk for term 2</i></li> </ul>
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### Item 9 – Nutrition Workshop Update

Stephanie Desjardins

<b>DISCUSSION</b>	<ul style="list-style-type: none"> <li>• Registered Nutritionist has been booked for January 30, 2019 from 7-8 pm in the Makerspace</li> <li>• Fee will be \$250</li> <li>• Asked for suggestion of topics from Council <ul style="list-style-type: none"> <li>○ Healthy Lunch Ideas</li> <li>○ Recipes and hiding veggies</li> </ul> </li> <li>• Google form will be sent out for registration</li> </ul>
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### Item 10- New Business

<b>DISCUSSION</b>	<p>Crossing Guard for Terry Fox entrance – Spencer Callaghan</p> <ul style="list-style-type: none"> <li>• New city councilor for our area is Jenna Sudds.</li> <li>• Spencer has reached out to her about potential for crossing guard for our school. Jenna is hosting a town hall and Spencer will raise it there too.</li> </ul>
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**Item 11 - Adjournment and next meeting**

Spencer Callaghan

<b>DISCUSSION</b>	<ul style="list-style-type: none"><li>● Next Meeting February 5, 2019</li></ul> <p><i>Spencer moved to adjourn the meeting; seconded by Shari</i></p> <ul style="list-style-type: none"><li>● Meeting adjourned at 8:50 p.m.</li></ul>
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**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 – no chalk available, will use money for snow toys	Anna Cole and Fiona Pingyin	December	CLOSED
2	Follow up on date options for McDonald's and Chapters fundraising events Update: Awaiting McDonald's dates	Spencer Callaghan	January	CLOSED
3	Get quote for an arrange installation of Buddy Bench	Pauline McKenna	November	CLOSED
4	Get more information on pricing on the stage and shade for kinder yard	Pauline McKenna	December	CLOSED
5	Confirm ability of companies to have their name on specific pieces of playground equipment	Pauline McKenna	January	CLOSED
6	Confirm availability of school for January 30, 2019 workshop; February 22, 2019 movie night	Pauline McKenna	February	OPEN
7	Check if there was a teacher willing to take on the creation of the mailout letter and artwork by a student	Pauline McKenna	February	OPEN