

Kanata Highlands Public School

School Council Meeting

Minutes of Meeting – May 11th 2017

Location: KHPS Library

Time: 7:05 –9:00 pm

MEETING CALLED BY	Shari Fisher & Spencer Callaghan Co-Chairs School Council
TYPE OF MEETING	KHPS School Council Meeting
SECRETARY	Bushra Fazal, Collette Twyford
ATTENDEES	Parents of students attending KHPS Shannon Jorgensen - Teaching Staff Natasha Smith - Teaching Staff Pauline McKenna – Principal

Parent Members Present

Anna Cole	Anthony Rumsey	Bushra Fazal
Catherine Birch	Devinder Kaur Trehan	Fiona Pingyin
Collette Twyford	Jen Chandler	Jihane Hoummady
Mary Falzon-Sultana	Meghan Schuler	Katie Robb
Orma Courtenay	Shari Fisher	Spencer Callaghan
Minzah Rizvi	Trina Simmonds	Trisha Yourth

Regrets

Jason Sadrian	Dana Platias	Darine Salloukh
Jessika Mears-Mason	My-Lien Bosch	Kindell Tolmie
Caroline Moore		

Item 1 – Spencer Callaghan called the meeting to order at 7:05 pm

Item 2 – Approval of May 11th, 2017 Agenda

Spencer Callaghan

DISCUSSION	<ul style="list-style-type: none"> Spencer added 1 sub item under fundraising: Movie night by Jihane Hoummady Spencer noted that Jason Sadrian sent his regrets and Shari would provide Treasurer's report for item 6. Spencer moved to approve the agenda as amended; seconded by Meghan Schuler
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Item 3 – Acceptance of April 20th, 2017 Minutes

Spencer Callaghan

DISCUSSION	<ul style="list-style-type: none"> Spencer moved to approve the minutes as presented; seconded by Fiona Pingyin
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Item 4 – Principal’s Report and Q & A

Pauline McKenna

DISCUSSION	<p>Greetings from the Principal.</p> <p>1. Student Survey All Ontario schools are required to complete a school climate survey at least once every two years. The purpose of a school climate survey is to better understand perceptions about safety at school. We know that when students feel safe and welcomed at school that they are more likely to achieve at high levels.</p> <p>This survey asks questions related to school climate and safety, including age, gender, ethnicity, experience with bullying, perception of school, and sense of belonging. We will use this information to help school staff develop strategies to prevent bullying and to promote safe and inclusive schools.</p> <p>The school climate survey is called the “ourSCHOOL Survey” (formally the Tell Them From Me Survey) and was developed by The Learning Bar; more information about the survey is available on the OCDSB website www.ocdsb.ca. Students in grades 4-8 will complete the survey on-line at school. Parents were notified through board syner email about the survey and were given the option of communicating with their school if they wished their child not to participate.</p> <p>The survey is completely anonymous and voluntary. Students can decide whether they wish to complete the survey and can also choose to skip certain questions. The survey is confidential; it does not include the student name. The survey results will be reported at an aggregate level only, not at an individual level. The survey data will not be linked to any other student data. The survey takes approximately 45 minutes to complete.</p>
	<p>2. Playground At our April staff meeting Shannon and myself spoke about inviting our students to engage in an inquiry for developing our play yard.</p> <p>Two phases of the development/inquiry</p> <ul style="list-style-type: none">a) What do the students want on the pavement section - what games, learning activities do they want painted; this is part of the capital build and will not cost the school any funds; expected to be done before next fall; presently students are gathering ideas and working with their teachers; more to report in June.b) What type of play structures do the students want throughout the play yard? Keeping in mind, no change to soccer field area. Budget - begin with \$5,000 - \$7,000; consider smaller items spread out around yard; consider environmental friendly; must be meet accessibility laws; waiting to hear back from students; teachers all liked the idea of a basic platform for students to use for performances - one in kinder yard and one in main yard; with cover for shade <p>3. Facebook Our school has a Facebook page. All our twitter feeds are directly link to the Facebook page. I won't be accepting any 'friends' and will be using this social media to communicate with parents and community. I did send a link through twitter to access our Facebook page.</p> <p>4. T-shirts KHPS Hawks T-shirts are on the way - tomorrow Friday May 12 the site will be open to purchase t-shirts and sweatshirts with our new logo. T-shirts and sweatshirts will be dropped off at the school on Friday for students to try. If parents purchase before next Tuesday, then the stock will</p>

be here for wearing them on May 25th. The site will be open till the end of May for orders. We will open it again in the fall with more options.

5. Fridge Magnets

We have designed a fridge magnet to advertise our email address for attendance and social media sites for school and school council. We should be distributing them in a few weeks.

6. Update on 3D printer

In order to use the printer we need PLA. Josh had suggested that the Council approve the purchase of 3 rolls of PLA (non toxic material) ~ \$150 - in order to get the current XYZPrinter up and running.

Pauline indicated that the school would purchase the material out of its budget.

7. School Cash Net On-line

- Sign up for an account and find your child - only have to do this once
- Opt-in to receiving emails so you will be notified when you need to pay for something i.e. field trip, etc
- If your child moves classes or schools, you do not need to change anything
- The system will be operating on May 23rd
- Payment can be done by each item at that time using VISA or pay pal or you can put dollars in a wallet to be used.
- The option to send in a cheque is still available
- Our first try will be grade 1 field trip to Bill Mason and other classes later in June
- This will eliminate cheques being lost from home to school, less work for teachers and office staff
- More information will be sent to all families when it does go 'live'

8. Official Opening - Thursday May 25th 5:00 - 7:30 p.m. have several guest confirmed to attend

First Nations, Métis, Inuit V.P. Jody Alexander – Acknowledgement

Director of Education Jennifer Adams

Chair of the Board Shirley Seward

Trustee Zone 2 Kanata North/Kanata South Christine Boothby

M.P. for Kanata-Carleton Karen McCrimmon

Ministry of Education Officer, Doug Tateishi

M.P.P. for Carleton-Mississippi Mills Jack MacLaren

City Councillor for Kanata North Marianne Wilkinson

- Concerned about parking; encouraging staff to be dropped off; have to reserve some spots for board staff; will have to use second line to park; carpool; other suggestions?
- Will have a staff supporting parking
- Students will be available to greet guest and do school tours 5:00 - 6:30 p.m.
- School song will be presented for the first time; get ready to sing along
- Two students will MC the ceremony; both in French and English

Item 5 – Teachers' report

Shannon Jorgensen & Natasha Smith

DISCUSSION	<p>The Arts at KHPS – A Recap of the past month</p> <ul style="list-style-type: none">● Presented in the form of slideshow.● Kids enjoy singing club held every week● Marc Walter – An artist from France visited KHPS and taught kids how to make different structures using tree branches, stems, leaves, etc. theme he followed was "Love of nature and building" – Kids had a wonderful time and learned many new things.
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Item 6 – Treasurer’s Update

Shari Fisher

DISCUSSION	<ul style="list-style-type: none">• Total balance in the bank is \$11621.00• Once the bill of 2nd term Pizza is paid off the balance will be \$ 8294.00• Complete breakdown of the bank account activity was distributed among parents present at the council meeting.
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Item 7- Hot Lunch Update

Anna Cole and Fiona Pingyin

DISCUSSION	<p>Pizza Lunch</p> <ul style="list-style-type: none">• Running well – Pizza points are being collected, so far the total is 260. <p>Lunch Lady</p> <ul style="list-style-type: none">• Running well
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Item 8 - Fundraising Updates

Minzah Rizvi

DISCUSSION	<p>Family BBQ</p> <ul style="list-style-type: none">• Event has been planned with entertainment show (busker) and other family activities.• Entertainment show will be from 5:00pm to 6:16pm. Cost is \$423.75• Glitter Tattoo for kids has been arranged, cost \$94.75• Fundraising team is looking for more donations from parents in the form of gift cards, bake goods etc.• More volunteers are required for the event – Fundraising team will specify the tasks for the volunteers• Details about the BBQ & Other food items:<ul style="list-style-type: none">○ One BBQ truck from Grill Master○ Food will be served between 5pm to 7pm.○ Freezies and cupcakes as desserts.○ Volunteers have generously offered freezies and cupcakes. <p>Family Movie Night</p> <ul style="list-style-type: none">• Jihanne proposed another movie night before the end of the year• Council members agreed that it would be better to wait until the next school year for more activities
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Items 9 - Communications Update & Logo and Mascot

Jihane Hoummady

DISCUSSION	<ul style="list-style-type: none">• Facebook page running well.
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Item 10 – School Playground Project

Meghan Schuler & Devinder Kaur Trehan

DISCUSSION	<p>Fundraising options and timelines</p> <ul style="list-style-type: none">• Following are the deadlines:<ul style="list-style-type: none">○ Application submission to board November 31, 2017.○ Grant Application submission to City of Ottawa May 1st 2018.• Parents can access School Board site for details: http://www.ocdsb.ca/par/sc/Play%20Structure%20Funding%20Changes/Pages/default.aspx• \$5000 grant is also under consideration from OTIP as Sponsorship of school projects & initiative.<ul style="list-style-type: none">○ Council members took part in creating a wish list as follows: Tree stumps, sand boxes (raised and accessible), spider crawler, balance beam, musical instruments (pots/ pans/ baking trays/ wooden spoons/ sticks etc.), climbing dome, flat rocks, boulders, benches, easel, chalks, Garden area (raised bed for planting)○ Students will also be asked for their input <p>Spring Outdoor toys</p> <ul style="list-style-type: none">• Anna and Fiona reported that the following have been purchased with the total cost of \$280<ul style="list-style-type: none">○ Sidewalk chalk, Frisbees, chairs, balls, bubbles, musical kitchen
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Item 11 – New Business

Shari Fisher

DISCUSSION	<p>11.1 Resources Library</p> <ul style="list-style-type: none">• Shari shared a few titles with the council members from the Book list – topics related to mindful resources, anxiety, helping kids in homework.• Council members suggested to have some books in dual languages – discussion about adding books in various languages in future years based on requests <p>11.2 PRO Grant</p> <ul style="list-style-type: none">• Application has been started for the next year: “Learning together” - proposing a series of workshops based on hands on experiences, technology and math sessions• Suggested to also include social and personal skills development, balance between academics and activities etc.• PRO funding will be spent on materials for the above workshops, speakers and related resources for library.• Counsel agreed with the proposal <p>11.3 Teacher Appreciation Event</p> <ul style="list-style-type: none">• Shari proposed that the Council organize an event / activity to recognize the teachers• Suggestion: lunch with dishes prepared by families in the school• Other proposal included providing gift cards (e.g. Chapters) or having parents purchase books in the teacher’s name• Minzah Rizvi will come up with more ideas to discuss in next Council meeting• Proposed date: June 19th
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Spencer moved to adjourn the meeting; seconded by Meghan Schuler.

Meeting adjourned 9:00 pm

ACTION ITEMS 2016-2017

ITEM NO.	DESCRIPTION	PERSON RESPONSIBLE	DEADLINE	STATUS
1	Setting next meeting and timing of subsequent meetings	Shari Fisher & Spencer Callaghan	November	CLOSED
2	An email will be sent to parents to vote for School Colour and Mascot	Pauline McKenna	None	CLOSED
3	Logo and the shade of green for school colour	Jihane Hoummady	March	CLOSED
4	Details of Mummy's Yummies as a hot lunch option	Anna Cole	January	CLOSED
5	BBQ and movie night options for fundraising in remainder of 2016-2017 school year	Minzah Rizvi	January	CLOSED
6	Options for playground equipment	Meghan Schuler & Devinder Kaur Trehan	March	CLOSED
7	Purchase snow toys	Jihane Hoummady & Fiona Pingyin	February	CLOSED
8	Communications – emails re: website/FB; Mabel's Labels; Movie Night; Mindfulness Workshop; Lunch Lady	Pauline McKenna, Shari Fisher, Spencer Callaghan	February	CLOSED
9	Confirmation of date of Official School Opening to coincide with BBQ	Pauline McKenna	March	CLOSED
10	Communications – email to be sent with information about second term pizza	Anna Cole & Fiona Pingyin	March	CLOSED
11	Communications – call for Pizza volunteers on Facebook and Twitter	Jihanne Hoummady & Pauline McKenna	April	CLOSED
12	Plan for student engagement in playground project	Pauline McKenna, Shannon Jorgensen	April	CLOSED
13	Fundraising options and timelines for applications for grants for playground project	Meghan Schuler & Devinder Kaur Trehan	April	CLOSED
14	Communications – call for Family BBQ volunteers on Facebook/ Twitter/ Syner voice from school	Jihanne Hoummady & Pauline McKenna	May	CLOSED

15	PRO Grant Application	Shari Fisher	June	OPEN
16	Purchase items for Parent Resource Library	Shari Fisher	June	OPEN
17	Principal Profile	Shari Fisher	June	OPEN