

# Kanata Highlands Public School School Council Meeting

Minutes of Meeting – November 10<sup>th</sup>, 2016

Location: KHPS Library

Time: 7:00 – 9:00 pm

MEETING CALLED BY	Shari Fisher & Spencer Callaghan Co-Chairs School Council
TYPE OF MEETING	KHPS School Council Meeting
SECRETARY	Collette Twyford and Bushra Fazal
ATTENDEES	Parent members Natasha Smith - Teaching Staff Shannon Jorgensen - Teaching Staff Caroline Moore – Community Representative Pauline McKenna - Principal

### Parent Members Present

Anna Cole	Jessika Mears-Mason	My-Lien Bosch
Anthony Rumsey	Jihane Hoummady	Shari Fisher
Anu Nandan	Joanne Perry	Spencer Callaghan
Bushra Fazal	Jocelyn Swift	Trina Simmonds
Catherine Birch	Katie Robb	Danie Massalkhi
Collette Twyford	Kindell Tolmie	Jason Sadrian
Devinder Kaur Trehan	Mary Falzon-Sultana	Jen Chandler
Fiona Pingyin	Minzah Rizvi	

### Regrets

Dana Platias	Darine Salloukh	Meghan Schuler
--------------	-----------------	----------------

### Item 1 - The meeting was called to order at 7:03 pm

### Item 2 – Approval of November 10, 2016 Agenda

Shari Fisher

DISCUSSION	<ul style="list-style-type: none"> <li>Shari noted change to what had been circulated by email (error in date of last meeting) and identified 2 items to be presented under new business</li> <li>Shari moved to approve the agenda as amended; seconded by Trina</li> </ul>
------------	--

### Item 3 – Acceptance of October 12, 2015 Minutes & Action Items

Shari Fisher

DISCUSSION	<ul style="list-style-type: none"> <li>Shari moved to approve the minutes as presented; seconded by Spencer</li> <li>School Council meetings to be held on 2<sup>nd</sup> Thursday of every month.</li> </ul>
------------	---

## Item 4 – Principal’s Report and Q & A

Pauline McKenna

DISCUSSION	<p><b>General Information:</b></p> <ul style="list-style-type: none"><li>• Greetings from the Principal</li><li>• Announcement of conference for parents &amp; school councils on Nov 19<sup>th</sup> 2016</li><li>• Volunteer donations from parents of students of KHPS \$1850<ul style="list-style-type: none"><li>➤ Funds Allocation:</li><li>➤ Kinder - \$629.00</li><li>➤ Primary - \$758.50</li><li>➤ Junior - \$ 462.50</li></ul></li><li>○ Each division will decide on how best to use the funds to support the learning for all the students in that division</li><li>○ It was suggest by some Council members that perhaps a second email could be sent to parents reminding them they could still contribute</li><li>• Outcome of the Hot Lunch Online Survey<ul style="list-style-type: none"><li>➤ Hot Lunch 80%</li><li>➤ Lunch Lady 43%</li><li>➤ Pizza 36%</li></ul></li><li>• Milk Program is already in effect and will run till March 2017</li><li>• School website is updated with links, blogs, school calendar.<ul style="list-style-type: none"><li>○ Website platform to be updated by OCDSB</li></ul></li><li>• Student Wellbeing Plan to be discussed in December 2016</li></ul> <p><b>Outcome of the Online Survey:</b></p> <ul style="list-style-type: none"><li>• “Skills you would like to see developing in your kids being at KHPS”<ul style="list-style-type: none"><li>➤ Self confidence</li><li>➤ Kindness</li><li>➤ Strength</li></ul></li><li>• What talents, gifts, or expertise might you be willing to share with our students/staff?<ul style="list-style-type: none"><li>○ Received a variety of responses; digital communication, websites, sports, zumba dancing, marketing, general interest to support the school.</li><li>○ I believe if we make request of a need for our school, there will be families who could support us</li></ul></li><li>• What would you like to learn more about to best support your child’s learning?<ul style="list-style-type: none"><li>○ Most parents want a strong link between classroom and how they can support their child at home</li><li>○ Important for us to develop strong communication between classroom teacher and parent</li><li>○ Often parents feel that if they don’t speak French, their child may be at a disadvantage; this is not the case as most of our families across the district in French immersion classes are in this position.</li><li>○ Students are learning French even though parents do not speak French</li><li>○ Research has shown the best strategy a parent can do to support their child is talk with them about their learning and demonstrate</li></ul></li></ul>
------------	---

	<ul style="list-style-type: none"> <li>• What are the most important skills and characteristics you would want your child(ren) to acquire upon leaving KHPS in grade 6? <ul style="list-style-type: none"> <li>○ The most recurring characteristics were: confidence and kindness; an awareness of others; compassion for others;</li> <li>○ The most recurring skill was higher order thinking - problem solving - ask questions - research - analyze; along with strong skills in math, French language; reading and writing</li> </ul> </li> </ul> <p>These responses will help support the development of our school learning plan as well as our vision and direction for the future. It is impressive to see the link with our school motto of Be Open Be Curious Be Kind</p> <p><b>Vote on School Colours and Mascot</b></p> <ul style="list-style-type: none"> <li>• Grade 5 students had requested that Council vote to narrow proposals for colours &amp; mascot representing KHPS. Council chose the following: <ul style="list-style-type: none"> <li>➤ Colours: Blue – Green – Orange – Red – Purple</li> <li>➤ Mascot: Hawks – Heros – Foxes</li> </ul> </li> </ul>
--	---

**Item 5 – Teachers’ Report and Q & A**

Shannon Jorgensen & Natasha Smith

DISCUSSION	<ul style="list-style-type: none"> <li>• Video Clip: Kids enjoying &amp; participating in Friday “ Hi Jinx” <ul style="list-style-type: none"> <li>➤ Every Friday all the students gather in the hallway and participate in different activities</li> <li>➤ Older kids are paired with younger students to show their leadership qualities</li> <li>➤ The younger kids admire their peers and follow the instructions</li> </ul> </li> <li>• Wonder Walks: Kids are taken out to the woods to get their curiosity out</li> <li>• Curiosity Walls: Kids stick their curious questions on the wall and try to find their answer</li> <li>• Kanata Food Cupboard: Students were encouraged to bring non-perishable food to be donated to KFC. The donations have been arranged near the main entrance.</li> </ul>
------------	--

**Item 6 – Review and adoption of KHPS School Council Constitution**

Shari Fisher

DISCUSSION	<ul style="list-style-type: none"> <li>• Draft Constitution sent by email last week.</li> <li>• One comment received regarding inclusion of a mission statement. Objectives sufficiently capture the Council’s mission; however, idea presented to put synthesized statement on the website and maybe include a motto that mirrors the School’s and Council’s priorities: Engage-Support-Enhance - Council members agreed</li> <li>• Shari put the Constitution to a vote: all in favour</li> </ul>
------------	---

## Item 7 – Elections for outstanding Council Positions

Shari Fisher

DISCUSSION	<ul style="list-style-type: none"><li>• Nominations / volunteers were called for the remaining council positions as set out in the Constitution<ul style="list-style-type: none"><li>➤ Fund Raising Chair – Minzah Rizvi – by acclamation</li><li>➤ Communications Coordinator – Jihane Hoummady – by acclamation</li><li>➤ Lunch Program Coordinator – Council members agreed to determine this as part of Item 9</li><li>➤ Interschool &amp; OCASC Representative – School Council Executives will take turns attending the meetings</li><li>➤ Depositor – Fiona Pingyin and Mary Falzon – by acclamation</li><li>➤ Financial Reviewer – To be decided at the end of the fiscal year</li><li>➤ Community Representative - Caroline Moore</li></ul></li></ul>
------------	--

Given the discussion around the Lunch Program Coordinator, Council Members agreed to address Item 9 – Hot lunch options before Item 8 – Council Priorities

## Item 9 – Hot lunch options

Shari Fisher

DISCUSSION	<ul style="list-style-type: none"><li>• All attendees agreed that it was best to start with one option and introduce other options later depending on demand</li><li>• While pizza is more time consuming than something like Lunch Lady, it is a better fundraiser. As the School is new, fundraising should be a priority. Council agreed to offer pizza hot lunch</li><li>• Lunch Program Coordinator position: Anna Cole &amp; Fiona Pingyin offered to take on the position; Anthony Rumsey &amp; Trina Simmonds offered to help – Anna Cole &amp; Fiona Pingyin acclaimed</li><li>• Pizza forms will be sent home electronically / by hand</li><li>• Payment method for first term will be by cheque only</li><li>• School Council will explore online payment options</li></ul>
------------	--

## Item 8 – Council Priorities

Shari Fisher

DISCUSSION	<ul style="list-style-type: none"><li>• Shari presented the following Council priorities:<ul style="list-style-type: none"><li>➤ Priority 1 – Engagement</li><li>➤ Priority 2 – Fundraising</li><li>➤ Priority 3 – Student Wellbeing</li></ul></li><li>• Shari called for a vote on the priorities identified: all in favour</li><li>• The “Hows” for each priority were discussed and the following changes put on the table:<ul style="list-style-type: none"><li>➤ Possibility of providing childcare for school council meetings</li><li>➤ Seminars / workshop for both parents &amp; kids</li><li>➤ Fundraising options were mentioned as well - brainstorming to take place</li></ul></li><li>• Shari called for a vote on the “Hows” with the addition of childcare in priority 1 and seminars for kids in priority 3: all in favour</li></ul>
------------	---

## Item 10 – Treasure’s Update

Jason Sadrian

DISCUSSION	<ul style="list-style-type: none"><li>• Jason presented the following banking options:<ul style="list-style-type: none"><li>➤ CIBC - \$4/month</li><li>➤ Scotiabank - \$2.50/month</li><li>➤ TD Canada - \$1.95/month</li></ul></li><li>• Options were put to a vote: All in favour of using TD Canada</li><li>• Letter from Principal required stating the nature of the account</li><li>• Co– Chairs &amp; Jason will visit the branch to open a joint account</li><li>• Jason will maintain a check log periodically</li></ul>
------------	---

## Item 11 – New Business

Shari Fisher & Spencer Callaghan

DISCUSSION	<ul style="list-style-type: none"><li>• Shari sought comment on how much information members would like passed on (e.g. information from OCDSB on workshops, etc.)</li><li>• Council agreed that selective information from OCDSB should be forwarded by email based on best judgment. Once other communication channels are decided information can be posted on the website or through social media.</li><li>• Spencer in talks with high-tech companies to arrange Maker Space workshops for kids.</li></ul>
------------	---

**Shari moved to adjourn the meeting; seconded by Spencer.**

**Meeting adjourned at 9:05 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	None	CLOSED