

Kanata Highlands Public School School Council Meeting

Minutes

June 2, 2020 7:00 – 8:00 pm

Virtually via Google Meet

Attendance

Dana Platias
Dorothy Vernon Thaka
Lyndsay Melkin
Fiona Pingyin
Stephanie Desjardins
Bushra Baseem
Jennika Maheral
Emilie Williams
Meghan Schuler

Catherine Birch
Anthony Rumsey
Orma Courtenay
Shyla Hunter
Shari Fisher
Pauline McKenna - Principal
Joelle Rudick – Vice-Principal
Jamie Moss – Teacher Representative

Regrets

Anna Ahmad
Trina Simmonds

1. **Call to order** (Shari Fisher)

Meeting called to order at 7:10 by Shari Fisher. Welcome and review of meeting “rules” with goal of keeping things at one hour.

2. **Approval of June 2, 2020 Agenda** (Shari Fisher)

No comments or submissions noted.

Shari Fisher moved to approve the agenda as presented: Shari Fisher, seconded by Meghan Schuler.

3. **Approval of February 11, 2020 Minutes** (Shari Fisher)

Call for comments.

One challenge with the minutes is the lack of the attendance sheet. Anyone present at the meeting, please review the attendance and send Shari an email if your name is added, or was not added in error.

Shari Fisher moved to approve the February minutes as presented, seconded by Meghan Schuler.

4. **Principal's Report** (Pauline McKenna & Joelle Ruddick)

Equity

Started statement re equity and quoted OCDSB Director, Camille Williams-Taylor, with regard to working together to make a positive impact. Equity continues to be a prioritised goal at KHPS with the intention to view and take action through the lens of equity. Every Professional Development day has a component intended to foster equity, as do all staff meetings. The intent is to build from the outside out; to understand ourselves, our biases, our stereotypes, and the eyes through which we see the world and how can we change that view to see the needs of others. Equity is at the forefront of all that we do, for example to improve Math or French, we must first look at the needs of equity. School Council is also urged to make equity a goal and a lens to move forward next year. As such, the community becomes stronger, and we can be the catalyst for positive change.

School Closure update

District will continue to update families on any new items related to school closure. There will be an opportunity for **one** member of the family to come to the school to pick up items for their families. We understand there may be families who also need to bring their children due to child care. The items will be placed in a clear plastic bag and will include items like shoes, clothes with names on them and or medications. No school completed work will be included. We want to limit the number of people in the school and our number one priority is people's health. Further information will be sent by email about dates, etc. If you would rather not come to pick up items, that is an option as well. We will also be asking for families to drop off library books or any classroom books that they might have.

Discussion re: whether PPE supplies are needed for teachers

Tentative School Organization for 2020-2020 - our current enrollment is 437 students; our projected enrollment was 492; We have three additional classes next year. 1 - kinder and 2 primary classes. As of now our class organization determined by our District in alignment with Ministry requirements is:

- 6 - kindergarten classes
- 3 - grade 1
- 1 - grade 1/2
- 3 - grade 2
- 1 - grade 2/3
- 2 - grade 3
- 1 - grade 3/4
- 1 - grade 4
- 1 - grade 5
- 1 - grade 5/6
- 1 - grade 6

Our staff are working hard with the class list and getting things organized for the fall. We put a huge amount of time and thought into our class list to ensure each child

has placement to meet their needs. Keep in mind as we grow, there may be a re-organization in the fall.

Report cards

Will be completed for term 2. The marks and comments will reflect learning from Feb. 1- March 13th, as per directed by the Ministry of Education in alignment with our Growing Success Document. Evaluation will be based on the learning that occurred while the students were in the school and through LearningAtHome. Educators will consider including evidence of learning completed during the school closure period when in the best interest of students. Grades and marks will not go down from what they were on March 13th. No student's mark should be negatively affected by performance during the school closure period. K-3 focus has been on English, Math and French. 4-6 focus has been on English, Math and French as well as science and social studies.

It is important to note that some subjects might have an "I" - Use of I: In such cases where there is insufficient evidence of learning in a particular subject or strand (including math strands), the code "I" may be used on a student's report card. Teachers will use their professional judgement to determine when the use of "I" is appropriate and in the best interest of the student. In the case where "I" is used for this purpose, the following statement is to be included on the report card: *Due to the school closure period, there is insufficient information to determine a grade/mark .*

Communication of Report Cards/ Communication of Learning to Families

Board is setting up a process for parents/ guardians to access the term 2 report card electronically through a parent portal through Compass. BLT will upload the content and publish on the parent portal for access by families **on June 24th**. BLT will facilitate the printing and mailing of student report cards for families that are unable to access the portal.

Vice-Principal Joelle Rudick:

Expressed thanks and gratitude for being welcomed at Kanata Highlands and for the relationships built with students, staff, families and community. Thanks to all parents who contribute every day in a multitude of ways.

Both she and Pauline will be back in the Fall and looking forward to September (whatever that may look like ☺).

Echoed the importance of addressing equity in the school and how important it is to address and dismantle systemic racism. Having explicit conversations with our children about interracial friendships can have a huge impact.

Celebrate our Success

- Thank you for the support from our community - families, local entrepreneurs, organizations...
- Successful family events - movie nights, book fair...
- lunch programs; playground fundraisers

- Thanks to all the members of the council
 - Fundraising Chair: Stephanie Desjardins
 - Co-Communications Coordinators : Sreerekha Verma & Isil Oemirel
 - Co-Treasurers: Dorothy Vernon Thaka & Shyla Hunter
 - Lunch Program Coordinators: Lyndsay Melkin (pizza) & Anna Cole (Lunch Lady)
 - Anna and Fiona, our lunch coordinators and lunch time monitors
 - MILK, Pizza (Trina, Linzi, Tahani, Gemma....)
 - Co-Secretaries : Ajit Singh Sandhu, Lyndsay Melkin & Orma Courtenay
 - Special thanks to Meghan and Shari our chairs

Such a collaborative group to work with and engagement appreciated - we are so lucky!

Thinking about the future:

- June school - Learn At Home
- Summer - Take good care
- Next year - School will be back in session. We don't know yet what that will look like but we do know that we will be here for your children, ready to teach and learn
- Black Lives Matter - our role... moving forward... our role as parents...
 - *"Explicit conversations with 5-7 year olds about interracial friendship can dramatically improve their racial attitudes in as little as a single week"* (Bronson & Merryman 2009)

With thanks for an amazing 'unique' school year! We look forward to smoother waters next fall.

Teachers' Report (Jamie Moss)

Jamie Moss spoke of the support of the staff and administration and the extraordinary effort made by staff to transition to online learning platform. She is thankful for the support of the families and the ability to foster a relationship with the children and families. Understands the challenges of working from home and parenting while supporting online learning. Hopeful that the learning is meaningful and that children still feel connected or interested. Learning curve for the teachers as well. Thanks. Labour action has also made this a difficult year as well and shows of support kept staff going – parent support was very appreciated.

Jamie reiterated that the report cards will reflect the effort and "I"'s will be used for content that wasn't covered.

5. **Treasurer's Update** (Dorothy Vernon Thaka & Shyla Hunter)

June 2020	
Account Balances	
1) TD Account: Major transactions (past 90 days)	
Feb 5, 2020 – Cheque 93	-\$ 118 Website hosting (previous year)
Feb 12, 2020 – Deposit	\$ 1,375 Pizza Term 2 (cash and cheques)
Feb 12, 2020 - Deposit	\$ 50 Playground donation
Feb 13, 2020 – Cheque 96	-\$ 100 Napkins – hot lunches
Feb 19, 2020 – Cheque 95	-\$ 166 Website hosting
Mar 6, 2020 – Cheque 97	-\$ 1,000 Movie night including float
TD Account Balance:	\$ 60,839
2) School Cash Online Balance:	
Pizza day account:	28,838
Movie Night account:	2,141
Online donation account:	1,895
Total Accounts Balance:	\$ 93,713
Commitments/Allocations:	
Pizza Refunds	17,780
Playground Allocations	50,000
Total Commitments/Allocations:	\$ 67,780
Total Funds available (Acct. Balances - Comm./Allocs.):	\$ 25,933
Operating Expenses	\$ 294
KHPSFINANCE@GMAIL.COM	

Operating Expenses- maxed out for this year. This dollar figures seems good enough for a year and doesn't need to be increased.

Fee for Internet Safety workshop was removed since we won't be doing it this year.

Pizza remains as an allocation until refunds to students are determined.

Question: How do we access the donation account?

Stephanie has the info about how to access. Will send an email and cc Shari. Dorothy wants to know how we can get a statement so that we know our numbers. Shari did not think a statement was given last year.

Action item: to see if we can get statement, Dorothy to follow up with Shari.

Roughly another \$2 800 to be deposited – being held by Shari due to bank closure

Action item: money to be collected and deposited.

5.1. **Volunteer for Financial Reviewer**

Audit of the finances. Looking for a volunteer to look through the books, as a requirement. Not a treasurer, not a chair. Request for volunteer.

Action item: Shari to send out an email to see if someone wishes to volunteer.

Some time before financial report goes to the Board. Given circumstances, the Fall may be a reasonable timeframe with some flexibility. Shari thanked both Dorthy and Shayla for all of their work this year.

6. **Hot Lunch** (Shari Fisher)

Pita Pit and Subway cancelled right away. Hopefully good info for next year if there is a hot lunch program.

6.1. **Pizza Refunds**

Waited until decision re going back or not was made. Some parents suggested money could be left with council. Refund reflects the cost of 35 dollars per slice.

Two proposals:

1. Refund all of the money to everyone that paid through School Cash Online (some logistical issues with those who paid by cash or cheque – small number)
 - simplest approach
 - Leanne doesn't have to track anything
2. Give parents an option to email Leanne by a particular date to say they want to donate the remainder of their pizza money (had contemplated the other way – parents opt to get \$ back but we thought that's unfair to those who need the money (maybe don't see it, feel guilty, etc) so better to go the other way – maybe won't get as many opting in but that's ok)
 - a bit more complicated for Leanne who would have to track who not to refund but she's said it's not a problem

Discussion:

- o Refunds would go back on the credit card.
- o Is it possible it could become a credit for next year? Pauline suggested that could become a logistical issue and may not even be possible.
- o the optics are much better to refund everyone but people can donate if they want

Consensus was option 2

Action item: Shari to draft wording to be sent out to parents.

7. School Yard Development Project Update (Meghan Schuler)

Things are moving but we have no date for commencement. Meghan prepared Grant application submitted to City. Meghan described the project, benefit to community, school, etc. Email acknowledgement that it's been received but now on hold. The OCDSB has also been approached for support.

Preferred wording for the project is "School yard" development project as opposed to "playground" due to the possible expectation of a play structure when playground is used.

School Yard Development Project Proposal



1.1 **Volunteer for application to city for trees ACTION:** Grant application for the trees.

1.2 **Volunteer to take over the coordination of the project** Dorothy indicated willingness to take this on. Anthony asked what the possible timeline could be, dates on the application were for this summer, possibly one year away. Financially we are close, but current situation impacts that.

8. Fundraising (Shari Fisher)

8.1. Dates for 2020-2021

All items in March and beyond were cancelled. Although next year is unknown, tentative dates are as follows:

- October 8 – Paul Davis rebooked

- October 23
- November 6
- February 5 & 19
- April 16 & 30
- May 14
- Thursday June 17 – BBQ

Communication campaign to be started for Paul Davis event in September to promote attendance.

First Council meeting end of September, week before Paul Davis event.

New Business (Shari Fisher)

8.2. Postponement of Constitution Review & Principal Profile

FYI item, normally the constitution and Principal profile is reviewed at this time. But this action is seen as non-essential and postponed until the fall.

8.3. Approval of 2019-2020 Priorities & Outcomes

Council needs to review for submission to the Board. Shari sent email to members to review, no issues identified.

Shari called a vote to approve the outcomes as presented: All in favour

8.4. 2020-2021 Elections & meetings

Proposed for first Tuesday of the month. Exception is the first meeting. Due to the early start of school and Paul Davis workshop, first meeting proposed for Sept. 29. No objections.

Action item: Please let Shari know if you are not going to be back on council next year or if you would like to have a role on council next year.

Shari thanked all council members for their work throughout the year, Pauline and Joelle for their leadership and support, and to the teachers for their participation. Thanks to Meghan for her leadership as co-president. Floor opened to anyone else who would wish to speak.

9. Adjournment and next meeting (Shari Fisher) September 29, 2020

Shari moved to adjourn at 8:32 p.m., seconded by Dorothy Vernon Thaka.