

Kanata Highlands Public School

School Council Meeting

Minutes of Meeting – November 5, 2019

Location: KHPS Library

Time: 7:07 – 8:56 pm

MEETING CALLED BY	Shari Fisher and Meghan Schuler (Co-Chairs School Council)
TYPE OF MEETING	KHPS School Council Meeting
SECRETARY	Orma Courtenay
ATTENDEES	Parents of students attending KHPS Natasha Smith - Teaching Staff Representative Pauline McKenna – Principal Joelle Rudick – Vice-Principal

Parent Members Present

Ajit Singh Sandhu	Emilie Williams	Orma Courtenay
Amanda Peacock	Fiona Pingyin	Shari Fisher
Anna Ahmad	Isil Demirel	Shyla Hunter
Anthony Rumsey	Jennika Maheral	Stephanie Desjardins
Catherine Birch	Lyndsay Melkin	Tina Gloyn
Celeste Partington	Meghan Schuler	
Devinder Kaur Trehan	Minzah Rizvi	
Dorothy Vernon Thaka	My-lien Bosch	

Non-member Present

Yun Fu	Jun Chen	Bonnie Castillo
Haiyun Wang	Ana Popescu	

Regrets

Bushra Baseem	Spencer Callaghan	
Dana Platias	Trina Simmonds	

Item 1 – Meeting called to order at 7:07 pm

Meghan Schuler

Item 2 – Welcome and introductions

Item 3 - Approval of November 5, 2019 Agenda

Meghan Schuler

DISCUSSION	<ul style="list-style-type: none"> Meghan noted that the next meeting date should be Tuesday, December 3, 2019 <p><i>Meghan Schuler moved to approve the agenda as amended; seconded by Shari Fisher</i></p>
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Item 4 – Acceptance of October 1, 2019 Minutes

Meghan Schuler

DISCUSSION	<ul style="list-style-type: none"> Shari noted that some of the spellings of names had been corrected <p><i>Meghan Schuler moved to approve the October 1, 2019 minutes as amended; seconded by Shari Fisher.</i></p>
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Item 5 – Principals Report Q and A

Pauline McKenna & Joelle Rudick

DISCUSSION	<p>Pauline McKenna</p> <p>We survived Halloween!</p> <p>Progress Reports Will be coming home this Thursday, Nov. 7th. Our format is similar to last year with learning skills being the focus. Each student will have their strengths and next steps noted in point form format using parent friendly language. More generic comments are stated about what students are learning in various subjects.</p> <p>You will also be receiving an email from your teacher, either stating no interview is needed at this time or please sign up for an interview. There is not enough time allotted for all parents to meet with teachers. I know many teachers have already met with parents keeping them informed of their initial observations of learning. Formal interviews are only scheduled once a year but if you have any questions about the progress report or your child's learning you are always welcome to reach out to your teacher and organize a time to discuss your questions either in person, on phone or through email.</p> <p>Parent -teacher and student interviews are scheduled for Thursday Nov. 14th 4:00 - 7:00 p.m and Friday Nov.15th 8:00 - 11:00 a.m. Interviews are ten minutes in length.</p> <p>Labour Relations Update OCDSB members of the Elementary Teachers' Federation of Ontario and Secondary School Teachers' Federation have taken part or will participate in central strike votes.</p> <p>As well, ETFO and OSSTF have advised that they have asked the Minister of Labour to appoint a conciliation officer with respect to central bargaining. This week, OSSTF requested a No Board Report for education workers and for teachers in relation to central bargaining.</p> <p>Strike votes and conciliation are part of the bargaining process. While these are necessary preconditions for strike action, this does not mean that strike action is imminent.</p> <ul style="list-style-type: none"> The OCDSB website has regular updates and will communicate directly with the community Any strike action will be communicated well in advance Can be followed on twitter and via email <p>School Budget Our school budget for the school year is \$ 35,925.00</p> <ul style="list-style-type: none"> These funds support all consumables by students, and teaching items needed (ie. pencils, staplers, exercise books, art paper, supplies, etc.) Cover occasional teaching cost for any teachers going on school event or sporting event Office supplies, photocopies, paper
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- Other - anything else we need to operate the school
- Occasional teachers/staff cost are being tracked and paid through the board budget rather than through the school budget

School generated funds included money from students e.g., voluntary donations

- Voluntary student fees: K \$1532.60 (29% of students), primary \$2192.60 (41% of students), junior \$1493.80 (30% of students)
 - Staff may look to these funds to support events such as Scientists in the Schools, field trips, or cultural events
- Students participating in intra school athletics are asked to make a \$5.00 donation, currently a balance of \$333.33
- HST fund rebate \$ 4276.58
- Milk on hand \$4193.98, no expenses out yet
- Mirror netting \$912.39 (account interest)
- School picture rebate \$1303.86

School Photos

- Many families express concerns about the school photos - Facebook page chats and families called school
- Last few years used another company that was well liked by parents
- Organization of the previous company was not good from school perspective, late arrival, disorganization impacted school
- Different company was well organized, minimized school disruptions, and were done at 1:30 p.m.
- With regard to the lack of background options, Pauline has spoken to company and explained why parents are not happy
- Next year promise of availability of other options and variety of backgrounds
- traditional benches for class photos were used due to rain, intention always to go outside, but did not work this year
- Question: do we have to pay for class photos? Some parents were told they were \$10
 - Class photos should be automatically sent to children, not needed to order separately, next year green screen and 150 backgrounds

Remembrance Day Ceremony

Monday, November 11 in school gym all families are welcome to join us - 25 min assembly

Every Student Survey

Last May, our grade 4, 5 and 6 students completed the Every Student Survey. Parents complete a survey every other year. There have been 2 student surveys so far at KHPS and 1 parent survey.

Highlights from the survey include:

- positive sense of belonging decreased since 2017;
- Bullying decreased since 2017;
- most bullying is verbal; happens outside the school; during recess

Focus for bullying will be ensuring students know what the word means and use it appropriately rather than referring to it when in a disagreement with a friend. Bullying decreases from grade 4 to 6; so perhaps understanding of what bullying is develops over the years. If you would like more information about report please inquire with Principal.

- Pauline shared findings with fives and sixes and talked further with them
- KHPS is consistent with Canadian results

- Discussion about the definition of bullying as opposed to exclusion
 - Often when concerns are looked into it's a social conflict and part of a natural way of growing, not bullying
 - Definition on OCDSB website
- Pauline compared results from first year, knowing that the sample group was small and did not include grade sixes at the time
- Three open questions at the end of the survey
 - What do you like about our school?
 - Maker space, outdoor space, kind and caring teachers, choice clubs, activities, nice kids, tech, without worksheets, motto
 - What would make it better?
 - More clubs, play structure, change hijinks, mindfulness?
 - Was core breathing and mindfulness helpful, if so, how?
 - Grade sixes 80 percent found helpful
 - Grades 4-5 over 70 percent found positive
- Staff will develop next steps
- Hijinks once a month, activities in classes now, mixed ages with a fun game in the mixed classes, groups change every month

2019 Student Survey - Identity-Based Data Collection

What is the purpose of collecting identity-based data?

The collection of identity-based data will help the District identify where systemic barriers and bias exist within our system with a view to eliminating these barriers through changes to policy, procedures, programs and practices that affect students, staff, and the communities we serve.

Specifically, findings from the Valuing Voices Student Survey will help the District:

- better understand the unique and diverse characteristics of the OCDSB student population;
- identity and respond to barriers to student learning and well-being; and
- enhance its capacity to serve its increasingly diverse student population and client communities.

The OCDSB will be conducting a student survey between November 26th and December 13th, 2019.

The survey will collect data on all students from Kindergarten to Grade 12.

Survey Overview

The survey is voluntary and confidential. The survey will collect data about student identity using 2 types of questions:

- **Demographic** questions about things such as race, gender identity, ethnicity, language and sexual orientation; and
- **Perceptual** questions about student's sense of safety, belonging, engagement, and wellbeing.

Sample questions can be viewed in the Frequently Asked Questions document. The final survey document will be distributed prior to the survey administration.

Parent letter

All OCDSB parents and guardians will be sent a letter (by email) about the survey on Friday, November 1st. The letter will explain the purpose of the survey, the timeline and the "opt out" process. The letter is also posted on the website in HTML and pdf .

Non-consent process

Participation in the survey is voluntary. Consent for participation will be managed as follows: for students in K-6: Parents who do NOT want to participate can simply refrain from completing the survey.

- One survey per child, link sent to parents
- Strongly recommends completing this so Board can hear from all members of the district and become aware of barriers

Joelle Rudick

Joelle gave a presentation on school diversity and community representation: Hear our voices; watch us grow.

Currently celebrating Islamic heritage month. Many other celebrations have been acknowledged recently.

Joelle also explained the kindergarten play based inquiry model e.g., play based activities to expose Islamic month theme

Key message: everyone is the expert on themselves, encourage families to speak up, welcome volunteers, school is for everybody and we welcome viewpoints

Other:

Meghan Schuler noted school council also wants to ensure inclusivity and removal of barriers, survey to be sent out to gain information on whether a translation may be helpful at our meetings and to know if language is a reason why others are not coming out to meeting. If we know we can get those services lined up where all voices can be heard.

Item 6 – Teachers’ Report

Natasha Smith

DISCUSSION	<ul style="list-style-type: none"> ● OCDSB big ideas and overview of literacy instruction shared with regard to the instructional model used to teach literacy. This includes the following areas: ● Modeling: (read book to class and model what effective readers do) ● Shared Reading: (on board, chart, big book, as a class read together look for letter, sound, word recognition) ● Guided Reading: (working with a small group based perhaps on ability) ● Independent Reading: (reading independently while teacher circulates or reads with a student conference) ● Constructing understanding through literacy: (e.g., book on trees, spring, go outside and have a conversation to connect to learning experiences in books) ● Purposeful Practice: Reading alone, hands-on activities, conferencing with teacher, recording on ipad video, with a partner, same age or with older students, ● Building skills and competencies: work on conventions in writing and support that in reading practice through connections to reading and transfer to writing including such activities as journal writing, hands-on centres where practising, small and large group games, focused teacher instructions of sounds and activities to support literacy
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	<ul style="list-style-type: none"> ● Using resources thoughtfully: Listening centres, booklets-student made, repetitive learning, leveled readers, class library ● Whole word vs phonics- Both are woven and taught together, sounds vs words grade one both approaches used ● Effective readers usually use both, if one is favouring one strategy over the other a teacher can work with that student to help balance needs ● Sight words are words used and seen frequently ● Decoding is considered to be more of letter for letter progression ● How to help at home? <ul style="list-style-type: none"> ○ Read in mother tongue, reading starts there and builds ○ Videos sent home ○ Public Library tumble books ○ Voila live resource Monday-thurs 5-8 pm has live tutor <ul style="list-style-type: none"> ■ Log in code required, OCDSB0 (zero is the last digit) ○ Contact teacher if you see difficulties
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Item 7 – Treasurer Update

Dorothy Vernon Thaka & Shyla Hunter

DISCUSSION	<ul style="list-style-type: none"> ● Recently took over, very new and not yet gained access to everything ● still working on access to online bank account, ● not much change since the last meeting
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Item 8 - Hot Lunch Update

Lyndsay Melkin

DISCUSSION	<ul style="list-style-type: none"> ● All going well ● Have needed supplies <p>Action: Lyndsay to follow up to see if money allocation is needed for supplies, gloves, napkins for pizza day</p>
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Item 9 - Communications Update

Isil Demirel

DISCUSSION	No update
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Item 10 – Online Safety Workshop

Shari Fisher

DISCUSSION	Shari shared the following information on behalf of Spencer Callaghan
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	<ul style="list-style-type: none"> ● Paul Davis will present an on online safety to kids and parents, March 2, 2020 ● \$1 243 cost invoiced ● 60 min student during school day ● 90 min parent in evening ● St. Isabel willing to split cost – their kids will walk over ● Hoping to create some interest and boost attendance <p>Action: Shari to look into possibility of childcare and clarify what grades it was appropriate for</p>
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Item 11 – Fundraising Update

Stephanie Desjardins

DISCUSSION	<p>November Movie Night</p> <ul style="list-style-type: none"> ● Friday, Nov 8th ● No numbers yet, reminder went out on Monday and posted on facebook, for people who don't do cash online, they can just show up, families welcome to bring siblings, don't have to stay for the entire movie, don't have to buy food to attend, just to get families out for a community event. ● Thank you to all who help, volunteers needed for set up and serving this year ● popcorn through Papajacks distributor, cheaper, pre-bagged, can return what is not used ● Bake sale posted on facebook, some baked goods coming for sale ● Looking for some more volunteers, high school students encouraged ● Email Stephanie for volunteer specifics ● 5:30 p.m. set up, serve, teardown, sweep etc. ● Baked goods dropped off at movie night ● Book fair Scholastic Thursday during day, and Friday until 7:00 p.m. ● Last year two movie nights, up to us, fairly easy to organize <p><i>Meghan called a vote on the allocation of up to \$1000 for movie night supplies and float - All in favour</i></p> <p>2019-2020 events</p> <ul style="list-style-type: none"> ● Discussion on new ideas for concepts to support school yard development project <ul style="list-style-type: none"> ○ Use of the word playground may be misleading, so changing the wording may help give a fuller understanding (Meghan) ○ School council website has more info about yard ○ Suggestions to have a visual before the movie to raise interest ○ Pathways, sit, play, open ended spaces for year round different use versus traditional play structure has approximate use of 4 months of school year ○ Pockets of space kids can use ○ Students were consulted ○ Question re: email to parents re plan and goals? <ul style="list-style-type: none"> ■ Stephanie proposing a letter to go home with students early December for another ask for yard donation ○ Question re: possibility of webpage to direct donations, not allowed as Board approval needed – using Board approved donation platform ○ Movie night a donation box
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- Pauline talked with staff about fundraising ideas which included an art/talent show, showcase artwork and sell work, sell tickets for the event, invite family and friends, teachers work with the students, potentially in April, talent piece rehearsed planned performances, staff and parent volunteers to work on pieces with students
 - Fits in with what already doing...not talent show but ARTS night
 - Parents to help with set up, posting a lot of work, support of kids to practise for performances
 - Question: does it have to be after school hours, or like Tradansa could it happen during school day?
 - Challenge parents not able to come
 - Turn out often very good during the work day
 - Potential for Job Action may impact such an event, Pauline says going forward keep this in mind
 - Movie night again?
 - Bingo night end of March
 - At Legion Kanata North, good fundraiser, fun night
 - Question: Selling items?
 - first couple of years people did not want the selling, but we could revisit
 - Chapters night?
 - Percentage given, challenge was we could not solicit people they had to come up and ask you before you could discuss the fundraising option, thus last year did not go as well
 - Current manager may be more willing to promote an event
 - The Chapters revenue does not go to playground – get gift certificates for use by the MakerSpace
 - McDonald's can be successful
 - MCD's very easy to organize, March Rd McDonalds
- Action:** Minzah to follow up regarding a McDonald's night early December
- Question re accessing available grants for yard
 - Some grants available but need to have bulk of money raised first
 - If anyone has other leads on grants would love to hear them
 - Night hijinks as a suggestion for families?
 - Significant amount of work that's run by teachers, Pauline not willing to ask teachers to take on more
 - Anything between now and end of December?
 - Possibility of hot dog day - Halal hotdogs could be purchased so they are all the same
 - Pauline says while it does not hit the health guideline, we are allowed 10 exception days so it would be o.k.

Action: Lyndsay to follow up re: hot dog day

Item 12 – New Business

Meghan Schuler

DISCUSSION	No new business
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Item 13 - Adjournment and next meeting

Meghan Schuler

DISCUSSION	<ul style="list-style-type: none">• Next Meeting December 3, 2019 <p><i>Meghan moved to adjourn the meeting; seconded by Shari</i></p> <ul style="list-style-type: none">• Meeting adjourned 8:56
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