

Kanata Highlands Public School

School Council Meeting

Minutes of Meeting – February 5, 2019

Location: KHPS Library

Time: 7:05 – 9:05 pm

MEETING CALLED BY	Shari Fisher and Spencer Callaghan (Co-Chairs School Council)
TYPE OF MEETING	KHPS School Council Meeting
SECRETARY	Collette Twyford and Katie Robb
ATTENDEES	Parents of students attending KHPS Natasha Smith - Teaching Staff Representative Pauline McKenna – Principal

Parent Members Present

Anna Cole	Fiona Pingyin	Shari Fisher
Bushra Fazal	Jason Sadrian	Spencer Callaghan
Catherine Birch	Jingjing Zhang	Sreerekha Verma
C.Y.	Kelly Lewis	Stephanie Desjardin
Collette Twyford	Meghan Schuler	

Non-Members Present

Christina Aubry		
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Regrets

Anthony Rumsey	Jennicka Maheral	Shervin Tavvafi
Devinder Kaur Trehan	Katie Robb	Trina Simmonds
Jen Chandler	My-Lien Bosch	

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

Shari Fisher

Item 2 - Approval of February 5, 2019 Agenda

Shari Fisher

DISCUSSION	<ul style="list-style-type: none"> • Fundraising discussion was moved down the agenda from what was circulated by email • Natasha Smith will be the Teacher Representative for the meeting • Jason will be late, so the Treasurer's Report would be given when he arrives <p><i>Shari moved to approve the agenda as presented; seconded by Spencer Callaghan</i></p>
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Item 3 – Approval of December 4, 2018 and January 8, 2019 Minutes

Shari Fisher

	December 4, 2018 Minutes - <i>Shari moved to approve the minutes as presented; seconded by Meghan Schuler</i>
	January 8, 2019 Minutes - <i>Shari moved to approve the minutes as presented; seconded by Spencer</i>

Item 4 – Principal’s Report

Pauline McKenna

DISCUSSION	<p>Cross Boundary Transfer Period All students attend a designated school based on geographic and programming considerations. In order to attend a school other than your child's designated school an application must be made during the student transfer application period which is Monday, February 4 to Tuesday, February 19, 2019. Learn more about the transfer process on our website or in our Student Transfer Parent Guide.</p> <p>Kindergarten Registration - we had about 50 adults join us for our information event and a tour of the school. Registrations are ongoing.</p> <p>Report Cards - will be arriving home on Thursday Feb. 14th. Just before the long weekend. On the Friday our staff will be having a professional development day with the morning focused on math/well-being plan and the afternoon on health and safety.</p> <p>Triple Ball Tournament - our school will be hosting on Feb. 21st. Both our junior girls and boys will be playing.</p> <p>Movie Night - Friday Feb. 22nd and our world changers grade 6 group would like to sell Slime for \$5.00</p> <ul style="list-style-type: none"> • Council was fine with the students using the opportunity; however, questioned whether Pauline was ok with kids opening the slime in the gym during the movie! Pauline thought this was a good point and would ask the students to make purchasers aware not to open them until they got home. <p>Field Trip Cost We would like to make our parents aware of the increasing cost of field trips;</p> <ul style="list-style-type: none"> • Bus cost \$190 - \$395 (MacSkimming) per bus Entrance Fees • Bill Mason \$180 - \$200 per class • Mill of Kintail \$125.00 per class • NAC \$200.00 per class • History Museum \$175.00 per class • Museum of Science &Tech - \$230.00 per class <p>So generally, a cost of a field trip can be \$16.00 - \$20.00 per child. Cost of busing has gone up along with entrance fees to events. All classes can enjoy walking to Richcraft for free; kinders go in fall and spring; most classes go in June. I would like your input into what do you think about these cost and the value of learning for your child? How many field trips should a class go on in a school year?</p>
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	<p>Other suggestions of field trips with lower cost?</p> <ul style="list-style-type: none"> ● General consensus that these field trip are important as part of students' learning and a fun way to show the reality behind the learning. ● Parents appreciate variety – try not to have students repeat the same trips ● Two to three field trips in a year was very reasonable and some parents were open to more ● Parents discussed the fact that the cost of the field trips may be difficult for some families and offered to help cover some of these costs if needed - Pauline noted that there is a fund which she is using to cover costs for those who need aid in this manner so it wasn't needed at the moment <p>OCDSB Speaker Series - Free Information Session Title of Event; UNSTOPPABLE YOU with Unstoppable Tracy Schmitt Date of Event; February 28th, 2019 from 7:00 p.m. to 9:00 p.m. Location; Earl of March Secondary School, 4 The Parkway, Kanata</p> <p>No matter where you are in life, sometimes you just need to be inspired. Join us and “Unstoppable Tracy” as she shares how you can use humour and motivation to crush your obstacles and soar to the top! Visit our website for additional details.</p>
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Item 5 – Teachers' Report

Natasha Smith

DISCUSSION	<p>General overview of what is happening at each grade level in recent weeks are;</p> <p>Kindergarten</p> <ul style="list-style-type: none"> ● Exploring music with a sing along in the KHPS hallway ● Marble run construction and demonstrations with the Grade 4 students. <p>Grade 1</p> <ul style="list-style-type: none"> ● Practice to remember new information: *Think *Pair *Share ● Science: animal tracks and behaviours with observations on the walks in Trillium Woods ● Snow days allowed classes to pool and learn new games together. <p>Grade 2</p> <ul style="list-style-type: none"> ● Learning all about the country of China ● They will have a guest parent give a presentation on China. <p>Grade 3</p> <ul style="list-style-type: none"> ● Wax museum presentations ● Music explorations involved learning chords with the ukulele! <p>Grade 4</p> <ul style="list-style-type: none"> ● Looking at environmental issues. ● How our everyday choices affect the environment. ● Presenting a project on their findings <p>Grade 5 /6</p> <ul style="list-style-type: none"> ● Whole learning project involving language (English and French), science and art ● Grade 5s studying the effects of our choices on our bodies (e.g. sugar, smoking) ● Grade 6s exploring the effects of our choices on the world (e.g. extinction of animals, Carbon Tax in Canada!) ● Classes are working on an art mural that will be on display in the next few weeks.
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- Whole school hide and go seek for Friday fun!

French Language approach in KHPS.

Where are we as a staff placing our focus?

1. Ideas
2. Grammar
3. Vocabulary
4. Spelling

What does this look like at each grade level?

Grade 1

- Together pick a topic of interest, discuss and develop the idea to work on and what to learn about
- Use complete sentences, edit, spacing, spelling and capital letters
- Use vocabulary discussed in class and demonstrate understanding of it
- Use vocabulary each day orally along with dictionaries and writing

Grade 2

- Together or in a group pick a topic, discuss and develop ideas - use several ideas to develop a topic.
- Check capital letters, spelling and punctuation. Explore proper nouns
- Use adjectives and words discussed in class, write with understanding
- Use complete sentences along with capital letters, spacing and spelling
- Use vocabulary we learn in class to write a passage using opening sentences
- Using a dictionary and words from the classroom Word Wall, using correct phonetics for new words to produce a good copy emphasis on new words accumulation

Grade 3

- Pick several ideas and discuss in order to develop them. Work independently on this.
- Use complete sentences, plurals, nouns, spelling, punctuation and capital letters
- No English words at all
- Avoid repeating vocabulary in speaking and writing - try for variety with words and adjectives
- Use a personal dictionary to correct their own work in writing.

Grade 4

- Ideas should be framed in paragraphs and broken down.
- Written work should be planned and organised.
- Use of complete and variety of sentences, plurals and adjectives.
- Conjugate verbs
- Variety of vocabulary should be used along with adjectives and synonyms.
- No English words to be used
- At the end of Grade 4 student should have their own dictionary. They should use a thesaurus and personal dictionary when writing.

Grade 5

- Paragraphs should be organised in themes. Every idea is developed and phrased well.
- Conjugation of verbs and agreements
- Use of negatives in sentences
- Beginning to use Adverbs in sentences
- More enriched vocabulary expected with descriptive writing and comparisons.
- Check their own work and make corrections using a dictionary - greater use of vocabulary without the need for a dictionary.

Grade 6

- Paragraph should be linked with a variety of phrases and inversions

- Using irregular verbs and agreements with the past tense
- Writing should now include use of adverbs, enriched vocabulary, details, descriptions and comparisons
- Use of suitable vocabulary without need for a dictionary and can correct their own work independently

Natasha shared the following chart to demonstrate the various grade level expectations in French. (Excluding Grade 7 and 8 highlighted in yellow on the chart)

Language Conventions	Grade Level							
	1	2	3	4	5	6	7	8
Nouns & Pronouns	I	I	A	C				
Personal pronouns je, tu, il, elle, on,								
Personal pronouns nous, vous, ils, elles								
Use of definite (precise) articles, (le, la, l', les) and indefinite (vague) articles (un, une, des) with nouns								
Addition of s to form a plural of nouns (un enfant, des enfants)								
Addition of x to form a plural of nouns (un osseau, des osseaux)								
Agreement of partitive articles (du, de la, de l', des) with nouns								
Simple feminine forms of nouns (e.g. enseignant, enseignante, lion, lionne)								
Interrogative pronouns, qu'est-ce qu/que/quand/comment/pourquoi								
Vous as the polite form of tu								
Nouns with masculine and feminine forms (eg un fermier, une fermière, un directeur, une directrice)								
Formation of plural of irregular nouns (eg un travail/des travaux, un cheval/des chevaux)								
Indirect object pronoun (lui, leur)								
Relative pronouns qui, que, dont, lequel								
Possessive pronouns (eg le mien, la mienne)								
Object pronouns with compound verbs (eg je lui ai donné...) and the infinitive (eg il veut me parler)								
Object pronouns y and en								

Item 7 - Hot Lunch Update

Anna Cole and Fiona Pingyin

DISCUSSION

- Term 2 pizza has begun.
- Pizza 326 slices ordered - 3 pizzas less than last term.
- A bit of a hiccup on the first day but sorted out
- Good with volunteers and all is running smoothly so far.

Item 8 – Communications Update

Anna Ahmad and Sreerekha Verma

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

Stephanie Desjardins

DISCUSSION	<ul style="list-style-type: none"> ● about 24 people registered for the workshop ● 15 people came on the night <p>Takeaways from parents who attended:</p> <ul style="list-style-type: none"> ● Division of responsibilities: <ul style="list-style-type: none"> ○ Parents responsible for choice of what to offer and when ○ Child responsible for choice of what and how much to eat ● place a variety of choices on the table for the child to pick from and accept those choices – don't comment on how much they have or haven't eaten or encourage them to eat more of or to try something ● provide one serving of dessert which the child may choose to eat at any time of the meal - no more than one serving should be on the table. ● Offering a variety of choice and modelling eating those foods will encourage the child to try out new foods without pressure ● have one food option they enjoy on the table along with the other variety of choices on offer so there is something to eat should the child not wish to try out what is on offer. ● Treats should be on offer because this will make sugar and such items a neutral option rather than a reward or end goal to eating ● If treats are offered at snack time the child should be free to eat as much as they want
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Item 10 – Fundraising Update

DISCUSSION	<p>10.1 Movie Night - February 22, 2019 (Stephanie Desjardins)</p> <ul style="list-style-type: none"> ● We have 3 volunteers for baking items to sell on the night. ● New volunteers are always welcome, help needed with setup and cleanup. ● Volunteers for money handling on Movie Night. <ul style="list-style-type: none"> ○ Volunteer to collect the movie night float: <i>Spencer</i> ○ Volunteers to count the movie night takings: <i>Shari & Kelly</i> ○ Volunteer to deposit monies: <i>Stephanie</i> ● Suggestion was made to sell tickets for bingo night at this event ● Extra napkins and disposable plates will need to be purchased ● \$1,000 allocated at previous meeting. \$200 of which will be used as a float. ● Question was asked regarding choice of movie: Toy Story was agreed upon ● Question asked about ordering more pizza - this can be done on the night depending on numbers attending. ● Reminder email and flyers will be sent out to the KHPS families. ● Purchase of popcorn, pizza, drinks will be made available on School Cash Online ● Popcorn has always been a pop-ular (pun intended) purchase on movie night. <p>6.2 Bingo Night – March 30, 2019 (Shari Fisher)</p> <ul style="list-style-type: none"> ● Trina had sent an email with comments as she could not attend this meeting. ● There are 80 tickets available for bingo night can this be setup on School Cash Online?
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- Pauline said we can set it up and monitor sales so as not to sell beyond the 80 ticket limit. It will be important to coordinate online sales with hard copy sales to insure the limit is not surpassed.
- Donation of raffle prizes are most welcome please canvas places and people you know who may be interested in contributing. Prizes should be \$20-25. Pauline mentioned that the school clothing provider will donate a gift package. A letter is available for those approaching businesses for raffle prizes.
- Suggestions for ticket sales other than via School Cash Online are
 - Via Facebook where people can contact Trina directly
 - Email Trina for tickets send the money to school and she will send the tickets home with students.
- Volunteers are needed to run the canteen on the night.

6.3 Year End BBQ – June 20, 2019(Meghan Schuler & Kelly Lewis)

- Asked the council's opinion on what worked and what did not work on the previous BBQ
- Yaki as a performer - everyone agreed this was a good choice.
- Trucks ordered including the Lebanese Food truck and Merry Dairy - General agreement the selection was also on par with demand on the day
- Question about selling ice lollies / freezies on the day
 - Cannot due to Mary Dairy who request not dessert option be on sale while they are on the grounds.
- Games on the Go has offered a \$100 Gift Card for future events.
- Looking for hawk costume for the school mascot - waiting on the sponsor in China to respond to inquiry.
- Question asked about the cost of risers to create a viewing area for performances outside.
 - There could be an option to get some from Carleton Highschool - Pauline will look into it.
- Suggestion to have WOSC or something similar to provide activity for the end of year BBQ
 - Generally parents felt there was enough going on in the short time span that kids could entertain themselves on the field

6.4 Fundraising Mailout (Spencer Callaghan)

Postcard size flyers were decided upon in the last meeting some costings were as follows;

- initial costing for postcard size mail out for sponsors is \$1 per card not including postage and envelope.
- Meghan mentioned she found
 - Staples will do 200 cards for 40c a card 8x11 size \$24.95 for envelopes giving an estimated total cost of \$267.93
 - OCDSB also will print out postcard size double sided print with envelopes and stamps for an estimated total of \$222.28
- Suggestion to use students art for one side of the postcard (art to be determined) and information about the fundraising on the opposite side
- Re: scope of mailout – we are canvassing the local community first (i.e. parents of KHPS) and may do a second wave to the greater community and/or businesses
- potential competition with St Isabel which is also canvassing the local community businesses for fundraising for a playground
- Suggestion to canvas new kindergarten parents who are registering for fall 2019 - was it possible to contact them with the mail out?
 - Pauline said it was a great idea and she could do that no problem
- Schematic drawings for the playground should be ready by the End of year BBQ and will be on display on the day. By this point we will also have a better idea on cost.
 - There was a walk-through of the school grounds by the schematic rep to discuss our vision so far and assimilate ideas on location of playground items and accessibility. Only a certain percentage have to be made accessible (not all) so need to determine which will be accessible.

Item 7 - Treasurer's update

Jason Sadrian & Jingjing Zhang

DISCUSSION	Account Balances	
	1) TD Account: Major transactions (past 60 days)	
	Dec. 5, 2018 - chq. 66 movie Night Exp	145
	Dec. 11 2018 - Deposit	631
	Dec. 12, 2018 - Chq. 67- movie night Exp	72
	Jan. 31, 2019 - Chq.69-Dina Skaff	250
	TD Account Balance:	<u>\$28,929.74</u>
	2) School Cash Online Balance:	
	Pizza day account:	24,594
	Movie night account:	1,660
	Total Accounts Balance:	<u>\$ 55,183</u>
	Commitments/Allocations:	
	Remaining Pizza days (20) estimate	8120
	Playground Allocations (Move-it/Movie night)	22,566
	Oct. 2: Admin fees	300
Oct. 2: Chalk	100	
Jan. 8, 2019- movie night allocation	1000	
Jan. 8,2019 Mail out campaign	400	
Total Commitments/Allocations:	<u>\$ 32,486</u>	
Total Funds available (Acct. Balances - Comm./Allocs.):	<u>\$ 23,097</u>	
KHPSFINANCE@GMAIL.COM		

Item 11- New Business

DISCUSSION	PRO Grant Funding (Shari Fisher)
	<ul style="list-style-type: none"> ● PRO Grant applications have finally been approved! We will be receiving a grant of \$1000 ● Our proposal was entitled Helping Parents Help Kids with an emphasis on providing parents with tools to help their children succeed ● Proposal to do another workshop – possibly April/May timeframe – and spend the rest on more math or other educational games that children can check out to play at home with their parents ● Ideas for a workshop included <ul style="list-style-type: none"> ○ Online safety awareness for Parents and children. ○ Coding workshops ○ Finance and budgeting for kids ● Spencer suggested Media Smart and Canada Learn Code as possible facilitators ● Finance and budgeting might be a better option for the fall

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| | <ul style="list-style-type: none">• Suggestion on purchasing chess boards and perhaps starting a chess club as there are opportunities for school competitions which KHPS may like to participate in the future. |
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Item 12 - Adjournment and next meeting

Shari Fisher

DISCUSSION

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| | <ul style="list-style-type: none">• Next Meeting March 5th, 2019 <p><i>Shari moved to adjourn the meeting; seconded by Spencer</i></p> <ul style="list-style-type: none">• Meeting adjourned at 9 p.m. |
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ACTION ITEMS – 2018 - 2019

ITEM No.	DESCRIPTION	PERSON RESPONSIBLE	DEADLINE	STATUS
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	CLOSED
7	Check if there was a teacher willing to take on the creation of the mailout letter and artwork by a student	Pauline McKenna	March	OPEN