



School Council Meeting Minutes

June 18, 2014, 7-9 PM

Executive Attendees

Chair Katherine Cole
Treasurer Wendi Mosher
Secretary Lisa Vandermeer

OCASC Reps Tara Finlay

Principal Kim Power
Incoming Principal Kathi Kay
Teacher Rep MacArthur Millen

Total number of persons present (including above): 15

1. Welcome and introductions (Katherine)

Approval of February meeting minutes and today's meeting agenda

	Moved	Seconded
Approval of Minutes for May 2014	Anne Windle	Lisa Vandermeer
Approval of June Agenda	Connie Sutherland	Wendi Mosher

2. Review of financial statements (Wendi Mosher) - Preliminary financial summary of expenditures from 2013-14 school year and fundraising done for 2014-15 presented

- Financial statement is due to school board in Sept 2014.
- Hotlunches was a great success and will be used again next year. Please note that the Hot Lunches online ordering program will reset in the summer and require parents to re-create accounts (since children will be changing grades/classes).
- Carry forward of 2013-14 funds includes arts fund and the money being saved from the play yard donation.**

Book sale: great job to Nancy Segal for organizing a fabulous book sale. The children really enjoyed shopping as did the teachers who were able to add to their classroom collections.

3. School Council 2014-15 DRAFT budget (Katherine) – see corresponding slides

- Halloween DJ (350)
- Admin (2400)
- Arts (3000)
- Multicultural (3250)
- Classroom allocations (aka teacher wishlist) (4000)
- Health Active kids (4000)
- Library Diversity (1000)
- Total: 18,000 (Fundraised 18,040)

Special Projects – continue to carry forward the playard money since we have no specific project in mind at this time (likely will need to replace Junior structure but no project lead or timeline)

Tara brought up the success of the Worry Taming workshops and is wondering about allocating some money to purchasing items that help reduce anxiety in classrooms. She will continue to speak to Madame Carole and may put together a plan to bring to the council meeting in September.

Teacher Allocation: discussion about how this was done last year (teachers send in idea/projects and council deliberates on what to spend vs giving the funds to Kim to divide amongst kinders, primary and junior and groups of teachers decide for each grade). It was brought up that this makes it difficult to use the funds for a more costly or innovative purchases that can be shared amongst the grades as most teacher choose smaller resources for their own classroom. This can be re-visited next year however we do want to avoid teachers coming to council with requests for large purchases.

4. School Council Elections

Elections for 2014-15 School Council will occur at the September meeting (our Annual General Meeting will be on Sept 18th, 2014). Elections need to occur within 30 days of the start of school.

The executive can consist of up to 14 members (10 members and 4 officers). We need a minimum of 9 to meet the elementary school council policy. We require 15 attendees at a council business meeting for voting quorum and this must include at least 1 staff and a minimum of 4 members. Typically we have 1 person volunteer for each vacant position and the person is voted in by acclamation, rather than an election. If any parents or community members are interested in participating on council, they can contact any of the current members for more information or they can come to the meeting on Sept 18th, 2014.

Tara is stepping down from the OCASC Rep and Danna Campbell has agreed to continue in the position. It was suggested that Tara become a Director at Large - Student well-being Coordinator. She will continue to participate on the WITS team as well as coordinate the PRO grant if we get funding in Sept 2014.

Preliminary slate for 2014-15

Chair	Katherine Cole
Vice-chair	Lisa Vandermeer
Community Rep	vacant
Treasurer	Wendi Mosher
Secretary	vacant
Fundraising Coordinator	Nicole Duguay
Communications	Sarah Orsini
OCASC Rep	Dana Campbell
Volunteer Coordinator	Lisa Nicol
Multicultural Liaison	Segun Akinlolu
Arts Coordinator	vacant
Playard Renewal	vacant
Plant and Tree Advocate	vacant
Director at Large(outreach)	Pamela Cameron
Director at Large(student well being)	Tara Finlay

Other projects that we hope to continue next year:

- Movie Nights (project lead is Winkey Wong)
- Book sale (project lead is Nancy Segal)

We still need project leads for:

- Ski and Snowboard Club (Jan-Feb 2015)

- Spring Fling lead
- Carlingwood Gift Cards
- Woodroffe Ave PS Logo Wear

6. Key Accomplishments for 2013-2014. It was another successful and activity-packed year!! Thanks to all parent volunteers (many of whom work behind the scenes) and to all staff at the school. In particular, thanks to Kim Power for her support over the last 4+ years at Woodroffe!

7. Back to School Picnic

Discussion as to whether we should keep the event simple (bring your own picnic) or whether we should do pizza orders. Another suggestion to ramp it up to a local food event (local farmers, etc). Consensus was that since it is so close to the beginning of the school year (tentatively booked for Wed Sept 10th) that it would be difficult to coordinate pizza orders and communicate event details with parents during the first week of school. We will keep it simple and still invite community groups to participate in the “activity fair”. Katherine will continue discussions with Julie Finlay about a Healthy Food event later in the year. Lisa Vandermeer to coordinate Back to School Picnic.

8. Principal report

- Travel planning meeting – fence between retirement home and school yard has been removed and city access route is available.
- Pilot project for walking school bus – we have been approved for next year! The board is looking to hire paid adults to walk to students to school everyday.
- Full Day Kindergarten - 11 ECEs hired and the Kinder teams have started working/planning together for next year.
- Extended Day Program – 90 students registered (more after school than before) – starts Tuesday Sept 2nd for Grades 1-6 and Thursday Sept 4th for JK and SK students.
- Accomplishments/changes over the past 4.5 years
 - Pair same grade teachers for prep time so that they can collaborate more
 - Junior classes in portables were traveling 1 or 2 times per day moving from English to French classes. Moving the grade 2 and 3s out to portables meant less teaching time lost as they don't have to change classes.
 - Students in portables now eat lunch in their portables rather than in the gym – keeps things calmer.
 - Sorting students on the first day of school – very smooth process that has evolved over the past few years. Message sent out via Synrvoice on Labour Day weekend with teacher assignment – hope to do that again this year.
 - Balanced Day has allowed for longer periods of instructional time
 - Technology – now have 2 mobile carts (24 laptops each) instead of a set classroom with desktop computers. Every class now has an LED projector attached to their computer. All classes have access to Ipad or a Ladybug document camera.
 - Communications to families sent via Synrvoice/email and also posted to the website.
 - Two special newsletters sent in June with start-up instructions for September and a special newsletter to SK families moving into Grade 1.
 - Survey feedback – our school logo is the Humpback Whale (not the Orca) so more consistent branding has been used on newsletter (although still variety amongst humpback whales just like students!).

- Many resources purchased for literacy (grade 3 and 4 to complement the existing grade 2 and 5 resources in the same collection) and math (measuring and counting manipulatives and tools)
- Special programs such as the Garden (grade 3) with support from the husband of the Superintendent who passed away, after whom the garden is named, TraDansa and Blues in the Schools
- School Travel Planning – Alice Hutton has been instrumental, bike racks, crosswalk on Lockhart, we will continue to participate in this program for a third (and final) year
- Madame Monik has done many special projects with benefits to local charities – Haunted house to raise money for the food bank, Grandparents reading day, Friendship Hampers at Christmas, Talent Show for Children's Wish Foundation
- This year's pizza, milk and hotdog money was spent on Phys Ed supplies, technology, Blues in the Schools and TraDansa
- Thanks everyone for their support and assistance over the past 4.5 years!

Town Hall Format: Questions for discussion:

What do you appreciate about Woodroffe Avenue Public School and you School Council?
Where would you like council to focus its time and money next year?

- Scientist in the Schools (many workshops in French but not all): no current funding for next year but we may be able to fundraise or re-allocate if parents think this is important. Also the potential to earmark a certain amount per class for science learning (specifically hands on learning) - allowing flexibility for classes to do workshops or field trips.
- TraDansa instead of art presentation (since it's in French): kids learned a lot over the week, teachers had to chance to evaluate. Very appreciated and enjoyable.
- Suggestion to move Halloween Dance to the evening and make it a family event. This is less exclusive to the kids that don't celebrate. Great fundraiser idea and potentially lots of family fun! We would need a parent lead to organize.
- Is there any way around the rule that council cannot contribute to textbooks (for example to allow students to each have their own math textbook)? Teacher thinking is that they don't use textbooks that often as they used to. Specific concerns with Grade 5 math textbooks this year (were supposed to be scanned but this didn't work out). It is difficult for parents to purchase textbooks as the versions aren't the same. Licenses for online textbooks might be the future. Parents really just want more ability to do additional work with their children or to better track where their child is at with their learning. This lead to a discussion about how teachers communicate with home (daily email with a quick update vs online Desire to Learn homework program vs a bi-weekly or monthly newsletter with concepts that were taught). Parents really just want to know how they can enhance/help learning at home. Not all teachers want to communicate by email and the homework plan is different for every grade (and even classes within each grade). Past suggestion was a grade or classroom parent rep who would collect the info from the class teacher and disseminate to parents...but it was hard to keep momentum throughout the year. Not a lot of parents know about the Desire to Learn program so it was suggested that we Council host a presentation about this in the Fall.

Chair adjourned the meeting.

	Moved	Seconded
Approval to adjourn	Anne Windle	Wendi Mosher