

## **Millen Woods School Council Minutes: February 17, 2016**

Motion to Approve Agenda for February 17<sup>th</sup>: Sarah, 2<sup>nd</sup> by Jeff

Motion to Approve Minutes from January 20<sup>th</sup>: Joanne, 2<sup>nd</sup> Sarah

### **Admin Report:**

Reminder: Friday, February 26, 2016 is a Professional Development Day – no classes

Upcoming Events at Millen Woods:

- Dance A Thon – March 9th
- BIAG Awareness Event – “Because I Am A Girl”; Grade 6 girls who have organized an event at which they hope to increase the awareness of the plight that faces many girls around the world where they do not have access to equal rights or an education (this was a topic they explored in Social Studies and a group of them decided to move the issue to the greater forefront and begin a campaign here at Millen Woods)
- Twin Day – Spirit Day on February 24th; dress-alike with a friend
- Creation Convention has launched this week – student organizers have started creating the “buzz’ with announcements and have created an application form for students to fill out with details about their creation. The Convention will be held in our school gym on Thursday, April 14 for the day. More details about the event will come out early March.
- Science Fair – Matthew King conducted a survey to the students to determine if there was interest amongst the students to have a Science Fair here at Millen Woods. The results were above 90% and so we have settled on a date for the Science Fair – Thursday, May 12, 2016. Matthew will be organizing a committee to promote the fair. The entries to the fair will be projects which focus on the scientific method and will have conducted an experiment and will present their findings at the fair. Staff organizers will be assisting Matthew and his committee with this event. More information about the event will also be coming in early March.
- Report Cards – first term reports will be coming home on Friday, February 19th after school. We encourage parents to make arrangements with teachers to speak in person about their child’s report card.
- Kindergarten Registration – registration for FDK was on-line for the first time this year in the WRDSB. If you know of anyone in the community who has yet to register, please encourage them to do so in the very near future. We have similar growth in our numbers at present, as to last year, yet we are aware that there may be more out in our community who will wish to attend here at Millen, so we need to encourage the families to register at their earliest convenience. We will continue to send out reminder

messages through School Day. Kindergarten Information Night will be held on Thursday, May 19th at 6:15pm

- Home Reading Carousel Activity Day – the primary teachers involved in the Home Reading Program will be organizing a celebratory event for parents and students. The event will be held on Thursday, June 9, 2016 during the school day, there will be many activities to celebrate the love of reading where students can participate with their parents and family members. There will be a “Reader’s Picnic” as a culminating event at the end (we hope for sunshine on this day!)
- EQAO – this will be happening between the days of May 30 through until June 10; more information will be coming out after March Break
- Some staff are participating in math workshops along with other staff from 2 different schools where they will be exploring Comprehensive Mathematics and Recursive Mathematics; some staff will be conducting on-site workshops where they will actively engage in learning about the use of the Chromebook, Google Classroom, and Sesame Snap (a data collection tool) and how these can be used effectively within the classroom setting.
- CODE – Council of Directors in Education has prepared a Math Kit for parents as a tool with which to support their child’s learning in the area of mathematics (please see the kit provided). The document is entitled “Inspiring Your Child to Learn and Love Math” and was developed by experts in mathematics instruction with collaboration from parents and students. There are 6 of these packages/kits available. If you are interested in having one of these kits please come by our office and we will provide one for you.

Topic for Next Agenda:

Math Conversation – Can we organize an event for parents to learn about how math is being taught now so we can have a better understanding? Could this be done for free? Perhaps a teacher/board member or Ms. Starodub could talk about the curriculum.

Math Night – Activities for Kids to increase their fun and love of math

Questions for Trish regarding the Admin Report: (Trish has provided responses in purple)

1. Report Cards – Teacher Meetings. Will every family have a meeting with the teachers (seeing as there was no meet the teacher night, etc) or is it just by request?  
(Trish: For both Term reports there isn’t a set interview date and time as in previous years from the Board. Meetings to discuss the report card or other assignments can be held as requested by either teacher or parent at any time in the year. As a staff, we just wanted to let our families know that they can request a meeting at any time even if the teacher has not requested one at this point in time.)
2. Kindergarten Info Night – Did you want a representative from School Council to come and address the group/recruit?

(Trish: Yes, that would be great! If we could follow a similar format to last year's information night and have a representative or two with some handouts or booklet about council participation (which I think we have here at Millen and can print off for the May evening) for our new parents that would be a great way to further promote school council.)

3. Home Reading Awards – What is happening with the awards portion of home reading? Can you please provide council with the update and how will this be communicated to the families who know what to expect?

(Trish: With the “job action” in place in the fall we did get off to a bit of a stall and stop start. Our primary team did meet and we looked at ways in which we could continue to infuse the love of reading into the program. After 5 years we looked at other methods of recognition with the intent to keep the motivation and enthusiasm in place, the focus on reading and to create something fresh. A letter was sent home with the primary students updating our families with some of the changes and about the Reading Carousel Event being planned for Thursday, June 9, 2016 to which all family members will be invited. The Home Reading Team is meeting on March 4 to consolidate these plans and will be posting an update of the program to our Primary families for March 7. We are looking forward to the event in June and continue to recognize each student for reaching their 50, 100, 150 and 200 + nights of reading. We will post the Home Reading information letter to all council as well.)

4. Newsletter for January – this was never emailed out, nor was there an email announcement on School Day that it was available. What is the plan for this going forward?

(Trish: The school newsletters were posted since September on our school website (under “newsletters”) and as newcomer I misunderstood and thought that it is through the school website that our community receives information of this nature. I understand that past practice was an email sent directly to all families. I will post the newsletter link in School Day as well as post the newsletter on our school website from now on.)

5. Does the phone communication system still exist? We have had a number of comments from parents on the lack of communication and minimal notice for events (ie. 1 day notice for Week of Giving) either through phone and email.

(Trish: The phone system fan-out of messages is not a part of the School Day system unfortunately. We will post announcements through School Day and be more timely in these posts. We also will post school-wide events on our website as well.) On this note: Have there been less assemblies this year or are the families simply either not welcome to attend or has there been a lack of communication around the invitation to attend?

(Trish: With the “job action” having been ratified by end of January, we have been able to move into a more cohesive position in which to collectively gather and collaborate on school events and planning. We now have an Assembly Committee created and we are moving forward for the remainder of this year and planning into the next. We wish to have monthly assemblies occur to which all of our families will be invited to attend. We

are hoping to have our first assembly at the end of March and will be posting this information via School Day and on our school website after our staff meeting next week Wednesday, March 9, 2016.)

6. Math Kits – Can you please explain the intention and process with these 6 kits? (Trish: The Council of Directors of Education along with the Ministry of Education produced these kits as a math support for families who wish to engage in mathematics supports at home. It is a way in which the Ministry is communicating with families about the growing focus on numeracy within our schools in Ontario. We will be posting a blurb to our community about their availability as well. We were asked to share it with our School Councils to start.)

### **Finance Report:**

Jana presented that we have received 3 substantial cheques and the account is now in the black.

Pizza \$2942.00

Magazines \$1413.60

Fundscrip \$1527.39

Jana proposed that we move another \$590.12 into the reserve fund for the playground upkeep and Jeff shared that the warranty on the playground is almost up.

The \$100 on the Pizza line was a cash deposit of the individuals extra slices purchased on pizza days.

Upcoming expenses include things like playground bins and Scientists in the School. Jana to add the budgeted items onto the spreadsheet for an easy reference to what we have upcoming.

Motion to Approve the Presented Finance Report: Daniel, 2<sup>nd</sup> Dan

### **Pro Grant Update:**

Happy to announce that LBP will be hosting the event on April 19<sup>th</sup> Time TBA with speaker Alston Schafer.

175 Chairs are being delivered from the board for no cost.

Lisa & LBP have a meeting scheduled to go over the details and possibly organize babysitting in their library.

They are looking into an online registration system (perhaps Eventbrite) for individuals to register.

Just as the MW council approved \$200 for expenses at the last meeting this was also done at LBP.

Pro Grant Application for 2017 will be due in May so we need to start thinking about what we could use that money for. Must include parents. Can be speakers, seminars, resources, etc. Pro Grant is for \$1000.

Possible Ideas:

BrickWorkx family event was put forth by Sarah.

Contemporary Math Night (similar to the one run by Conestogo School with speaker Dr. Small from New Brunswick

### **Dance-a-thon Update:**

Amy shared that the envelopes for the school have been ordered and printed \$64.36 but another batch of envelopes need to be printed for the daycare. They are currently being printed.

Amy presented that the photo booth schedule has been changed to 20 min time slots going from 9:10-2:50pm with no breaks and that the teachers were happy with the schedule. So we will try this format for this year and evaluate.

Amy is looking for volunteers and is to email Vicki.

Sarah Boyd agreed to volunteer.

Amy shared the list of prizes that the teachers have generously donated.

Everything seems to be shaping up well for the event. Amy expects to have the envelopes out to teachers next week.

### **Movie Night Discussion:**

After much discussion about the best date, council would like to propose June 2<sup>nd</sup> (before the PD day) with the alternate date of April 21<sup>st</sup>.

Dan will continue as the AV person.

Jana volunteered to be a support person on the event.

Joanne to lead the event as the CEO of Movie Night 😊

To Do for this event:

Choose a Movie - <http://www.criterionpic.com>

Source the Movie (find someone who has a copy or buy one)

Order & Pick up the Popcorn 2 weeks in advance (Carmadhy's Foods Inc 282 Marsland Dr, Waterloo, ON N2J 3Z1 519-746-0551)

Buy Bags for Popcorn

Recruit Volunteers for Movie Night to Stuff Popcorn Bags

Trish to ensure the audio/video equipment is available

## **Playground Committee Update:**

- Gwen's Plaque – damaged. Unrepairable.  
Recommendation is that it is NOT installed back in the playground but is made in to a nice photo with plaque for the wall in the library that overlooks the trees.

This needs to be discussed with Trish as we would want to mount it permanently on the wall.

- Tree Related Issues

There are tree related issues that come up each year, mostly surrounding new trees (watering, mulching, replacement of dead trees, stakes pulled up etc) but it is a recommendation of this committee that we solicit the school for a Tree Champion Volunteer. This committee could provide training, guidance and info on what that would look like.

## **These are the items the committee is proposing to get a quote for:**

### Ship Climber

1. Remove existing sand; install drainage; replace with either coarser sand or engineered wood fibre.
2. Design, supply, and install additional element attached to existing climber to create "flow" so that children can climb up one side and go down the other. This element to occupy existing area previously used as a jump pit.
3. Replace climbing holds with larger ones, making it easier to climb.

### Jump Pit

1. Design, supply, and install new long jump pit (using sand removed from Ship Climber), located on other side of tarmac path from Ship Climber.

### Compass Rose

1. Supply and install additional stone dust and re-edge compass points.

### Kindergarten Area

1. Fill the 3 metal sandboxes with sand removed from Ship Climber (they will likely be low/empty by the time of the project).
2. Supply and install additional engineered wood fibre to the Butterfly Climber area.

Jana brought up the point of the durability / slivers on the butterfly and if we replace the top decking with some other option.

Council Member James Smuck is interested in pursuing the quotes, photos and information on these playground related items as well as possible new features being added and will report back with his findings.

Motion made by Amy to have James go and do the research and report back.

Seconded by Jeff.

What's On Your Mind:

Amy suggested for the longevity of the school council (and so we don't have to carry around multiply binders) that we move to a Google Drive system to store documents starting with this year and moving forward. Things like dance-a-thon documents, movie night documents, etc can all be stored on the Drive for easy access and retrieval by future council members.

Dan (Google Man) is going to look into this and report back.

Amy will write the school council update for the newsletter.

Secretary for April Council Meeting: Jana

Meeting Adjourned: 8:32pm