



Conestogo Public School Council Minutes: Thursday, November 14, 2013

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ACTION ITEM SUMMARY

- Budget Revisions as discussed
[Jane Martin, Treasurer](#)
Timeline: in preparation for Dec 12th meeting.
- Yearbook costs – find out costs
[not indicated \(Principal?\)](#)
Timeline: in preparation for Dec 12th meeting.
- Healthy Eating Program – needs at CPS
[Deborah Jones & Brian Beney](#)
Timeline: in preparation for Dec 12th meeting.
- Communications Committee Update
[Deborah Jones](#)
Timeline: November
- Next WRAPSC Meeting
[Flo Bray](#)
Meeting: January 7th
- PitaPit – ask parents to write their children’s PitaPit order days in their planners.
[Communications Committee](#)
Timeline: next PitaPit email



- PitaPit – request for second volunteer
[Parents](#)
 Timeline: Mondays
- DrumFit – request for second volunteer
[Parents](#)
 Timeline: TBD
- Snacks – next meeting
[Natalie Edery](#)
 Meeting: December 12th

WELCOME & GENERAL BUSINESS

Attendance

(✓ present, ✗ absent/regrets. Parent Members must attend 7/10 – 70% of meetings to maintain voting privileges.)

Role	2013-14	Sep 19	Oct 10	Nov 14	Dec 12	Jan 9	Feb 6	Mar 5	Apr 10	May 8	Jun 12
Co-Chair	Barb Dowling	✓	✓	✓							
Co-Chair	Heather Cote	✓	✗	✓							
Secretary	Deb Jones	✓	✓	✓							
Treasurer	Jane Martin	✗	✓	✓							
Principal	Brian Beney	✓	✓	✓							
Teacher		Mme. Larke	Leslie Donald	Carolee Fox							
Parent Members (11)	Chris Sabean	✓	✓	✓							
	Jaime Bickerton	✓	✓	✗							
	Karen Hofbauer	✓	✓	✓							
	Marsha Ferguson	✓	✓	✓							
	Natalie Edery	✓	✓	✗							
	Susan Wagler	✓	✓	✓							
	Tim Alles	✓	✓	✓							
Parent Volunteers	Aimee Leveck	✗	✓	✗							
	Carolyn Rouse	✓	✗	✗							
	Fiona von Kannen	✓	✓	✓							
	Florence Bray	✓	✗	✗							



	Jen Sellars	x	x	x							
	Juli Chinnick	✓	✓	x							
	Lori McCrae	x	x	x							
	Melanie Thompson	x	x	x							
	Monica Beal	x	x	x							
	Sandra Clark	x	✓	x							
	Sue Hoffele	x	x	x							
	Vanessa Harrow	✓	x	x							
	Rebecca Hallman		✓	x							
	Shannon McTaggart		✓	x							
Snacks		Juli	Susan	Karen	Natalie	Marsha	Jaime	Heath.	Deb	Barb	Brian

Agenda – Review & Approval

Adjustments to Agenda:

- No changes

Agenda Approval Motioned by:

- 1st:** Karen
- 2nd:** Susan

Minutes, Oct 10 – Review & Approval

Adjustments to Minutes:

- No changes

Minutes Approval Motioned by:

- 1st:** Tim
- 2nd:** Chris

PRESENTATIONS

Full Day Learning program – Scott Podrebarac, System Administrator

Outlining:

1. Full-Day Kindergarten
2. Before-and-After School Programs

1. Full-Day Kindergarten

- 1.5 Billion/Year program.
- Economic, academic factors, societal benefits to full-day Kindergarten.
- Brain activity – neurological rationalization for program: research shows that brain activity intensifies and peaks ages 3-6.



- Learning gaps start emerging when kids are 3 years old. It is challenging to make inroads later. Catch them at the beginning when we have maximum window of learning.
- Full-day doubles learning time. Time and interactions define the program.
- Play-based curriculum: Not laissez-faire but purposeful, intentional practice. Rich in child-initiated play, playful classroom with focused learning.
- Staffing: teacher and DECE [Designated Early Childhood Educator] partner together. Collaborative, team teaching.
- Average class sizes: there is no cap, average will be 26 kids. Average this year is about 25 kids. Classrooms are bigger to accommodate those numbers.
- All classrooms will have a mix of 4-5 year olds. Kindergarten is a 2-year program, there is really no longer differentiation between JK and SK.
- Full day Kindergarten information nights:
Nov 21 Forest Hills
Nov 28 Sandowne PS
- [actual document available: "Full-Day Early Learning Kindergarten Program" – Ministry of Education http://www.edu.gov.on.ca/eng/curriculum/elementary/kindergarten_english_june3.pdf]

2. Before-and-After School Programs—Extended day model

- JK – grade 2.
- Full access to all resources in classroom and across the school.
- 7am – 6pm
- Team of 3 – 1 teacher and 2 DECEs.
- Located in the kindergarten room.
- DECEs lead the extended day before and after extensions. 7am – 6pm.
- Program will fully equip the school and provide all necessary funding.
- Evidence that early learning has benefits—higher achievement on language scores, better social skills, fewer behaviour problems.
- Most programs are run by the school board. Some are third-party run.
- Better use of public spaces since these facilities are already here, heated and ready to use.
- You can pick and choose days—you can choose to pay for and attend only some days a week.
- Costs: \$24.50/daily for before and after school. rates are currently being set for next year (will be the same or a little less). We operate at break-even, we cannot profit from these programs.
- [actual document available: "The Extended Day Program" – Ministry of Education <http://www.edu.gov.on.ca/eng/curriculum/elementary/kinderProgram2010.pdf>]

3. Recreational program – Youth Development program

- Grade 3 – 6. Physical activities, social and cooperative games, homework time, arts, drama.
- Conestoga College helped put this program together.
- Youth development program is in 36 schools this year.
- Third party providers do the Youth Development program. They decide viability.

Features of both programs (2 & 3 above)

- 7am – 6pm



- Will run with 10 or more children in each program.
- No waiting lists or enrolment caps, never fill up.

Summer programs

- Offered in target sites, the demand is less but there is still demand.
- School boundaries don't count in summer so you can enrol in any school you choose for summer.
- Registration opens: February 10, 2014
- **Teacher question:** connections between kindergarten curriculums to the grade 1 program. How will students coming into grade 1 adjust—is there a connecting thread between program curriculums?
Response: Notion of play-based learning teaches kids to better regulate themselves (balance between hyperactive and sleepy/unresponsive). Teaches kids to better monitor themselves as learners. We are already seeing literacy improvements in full-day kindergarten schools—we are seeing improved results overall, showing that kids are reaping the benefits of the full-day kindergarten program.
Teacher question – other piece: is grade 1 ready for this program?
Response: Grade 1 is starting to look a little different in response. Changes happening on both levels, each informing the other. Inquiry based learning, student voice in learning, engaging kids better, etc.
- **Teacher comment:** a positive response to any program is very important. Inquiry based learning is very interesting. Biggest word is balance, take what is new and work with it. Most important, a safe environment where learning is most important. Grade 1 & 2, we have a pretty heavy curriculum, we need to meet the needs of all the students.
Response: Grade 1 teachers need to know: 71% of kids are reading at a level 3. understand that kids will be at a higher level.
- **Parent comment:** I don't know what inquiry based learning means, are they meeting the same levels?
Response: Yes, they are doing 15% better than before. Two-staff model makes it much easier to incorporate both guided and informed instruction and to facilitate play-based learning at the same time.
- **Parent question:** partnership with parents? Striving to build into system a level of hand-to-hand care, communication with parents.
Response: Most DECEs have worked in childcare so we will strive for that.

Action items:

- Secretary to find documents and email to council with minutes.

Teacher's Report – Carolee Fox

- Staff in general feeling about change in administration—very positive change, easy transition.
- Inquiry based education: excited about what is happening. What we take that is new and use it to create a balance for the student.
- Technology: kids have computer folders for their work. Workshops on using technology, website development. Also on team teaching—very positive.
- Incredibly appreciative of the parent support here. Just completed interviews—all extremely involved and interested in how they can make it better for their kids.
- I don't see problems that I know exist at other schools.
- This new program is going to work.
- Very positive atmosphere I am working in right now.
- **Running group:** had a lot of fun with that. We went to a race with 12 schools, it was great. With the little kids, we did running games—we learned that from "running for life" program. We came with a pile of running games and the kids loved them. My goal is to get more of the older kids.



- If I can help with any program, anything that helps kids, I will.
- Parent question: arts fest, talent show, play. Year we do a play?
Response: not necessarily, from staff, we have to let new staff members chime in, it may look different but just as good this year. Rotation system is not set in stone. Have been talking about our Christmas production. Some staff would say that this year they don't feel that they want to do the same thing.
- **Christmas program:** not holding it at night—considering noon-hour productions. Difficult at night due to other commitments. People are saying that during the day is better. It was a thoughtful vote but chose daytime. Accepting that we may have evening events in future but for this one we chose the daytime.
- Principal: I've been at schools who have held at night and during the day.
- Chair: it is your staff event, we are here to help you not to tell you what to do. We have budget and help available.
- Teacher: respect the way you organize events, the magazine fundraising adds community to my classroom. See roles of people on staff changing.
- Remembrance Day: it was an amazing event with a wonderful flavour. To me it felt like the beginning of what bigger things are to come.
- Chair: a desire to understand what is on your radar—better communications. If you need me to report or have more information go out, that is good to know. Generalised better understanding of communication. Great opportunity to respect your larger contribution that you don't get credit for.
Response: I understand the communication piece. Honestly, we are busy so sometimes communication is lagging. You would like to feel what is happening and know what it is.

Principal's Report – Brian Beney

Safe Caring and Inclusive Schools

In an effort to move to a whole-school approach when supporting a positive and inclusive school, a coordinating committee has been created.

This 'Safe, Caring and Inclusive School Team' consists of:

- Principal
- Teacher
- Paraprofessional
- Parent
- community rep.
- two students.

The purpose of this team is to assess school culture, clarify needs, consult with stakeholders, and identify strategies for improvement and track progress.

The team attended a "Safe, Caring and Inclusive Schools' conference earlier this month and will meet a minimum of three more times during the school year. A team member will report back to the school council as updates are available.

S.C.I.S. Survey Results

I would like to share a sampling of some of the safe school results from each of the parent, student and staff surveys that were conducted last Spring 2013. On the parent survey we had 115 responses which represent 60% of our families and over 10% of the total parent survey results completed in the entire WRDSB.

- 43% surveyed felt the school was doing enough to prevent bullying behaviour.
- 57% felt the school needs to do more.



- 85% feel it is safe in our school building
- 82% feel it is safe on our school yard

23 staff members completed the staff survey.

- A majority felt more time needs to be spent on bullying prevention at our school
- Over half the staff that there needs to be a stricter enforcement of the school rules
- Social/cyber bullying are the most common forms of bullying at the school

35 grade 5 students completed the student survey.

- 41% feel they have been bullied in some way last year
- 85% have witnessed bullying behaviour outside in the school yard
- 50% of those surveyed did not feel safe on the school yard

37 grade 7 students completed the student survey

- 75% have not been bullied at school
- 72% have witnessed bullying at school
- 75% feel safe on the property

The S.C.I.S team has already begun to review the summary and will continue to discuss our next steps as a school.

Bullying Awareness and Prevention week

In the immediate future we are having a 'Bullying Awareness and Prevention' week next week kicking off with pink shirt day and an assembly with the grades 4-8 students.

A **daily email** will be sent home to our parents sharing important information and resources that parents can access for themselves and their families.

Class activities and discussions will continue past this week as we continue to educate our students in this area.

Lastly, **anti-bullying class kits** are being purchased for each class. These kits will not only be used by our teachers, but will also be signed out and taken home as requested.

Use of Online Resources Survey Results

Our school parents have indicated through our survey that the majority would be interested in an online format for paying for field trips and giving permission for field trips. In addition, email communication is the preferred method of correspondence from the school. I will be getting further information regarding an online system that is being adopted in a number of our elementary schools. Stay posted for more details.

- Parent question: is there a way at the start of the year to say this year you will need \$x and can pay for that all at once?
Response: Ball park yes, but sometimes opportunities arise. Online payment would be wonderful.
- Tim - Safe schools: heads up, as part of bullying awareness, the committee has been working on an email blast that will go out everyday next week related to bullying—good way to bring the parents awareness, engagement piece.
- [Deb: add snapshot from barb to the minutes]



OPEN DISCUSSION ITEMS

“Girls on the Run” program – discussion

Clarification of concerns from Shannon McTaggart [gathered in a conference call between the Secretary and Shannon]:

- Fees: Non-profit organization. Fees go to training for volunteers, insurance for volunteers and participants, curriculum kit. The fees also support scholarship programs: these fees are currently funding 16 scholarship schools.
- \$50 fee is registration fee.
- Facility rental: they do follow the Board’s facility rental process as specified here: <http://www.wrdsb.ca/schools/community-use-of-schools/how-to-book-a-school/>
Typically, the Board waves the facility rental deposit for non-profit organizations.
- They did pilot a program for boys but it was not successful—the registration rates were poor and the boys did not respond positively to the curriculum—they enjoyed the physical activity but did not willingly participate in the curriculum. They concluded that the program is not feasible for boys.

Review discussion:

- Registration deadline: December 20th.
- Vote to commit \$50/program (younger and older), and using our communications channels to advertise it.
- Need 2 volunteers for each group.
- **Motion to approve \$50 for the program:** 1st Susan, 2nd Chris
- **Vote in favour:** 6 members in favour.

Treasurer’s Report, Budget Review – Jane Martin

[see written reports]

Discussion:	Decisions:	Action Items:
<ul style="list-style-type: none"> ▪ \$17,849.22 balance as of November 4, 2013 ▪ Mats for gym \$3,326.72 	<ul style="list-style-type: none"> ▪ Vote to approve budget for tarmac painting, score board, mats: Motion to approve: 1st Jane, 2nd, Susan. Vote in favour: 6 members. 	<ul style="list-style-type: none"> ▪ [see below]

Budget Changes

Principal adjustments:

- **Principal’s allocation:** There are budget lines in the school budget for resources. So, my proposal is rather than breaking everything down into categories, we allocate a principal’s allocation. Teachers/staff come to the Principal to request budget and Principal can determine spending. It simplifies everything.
Decision: Principal’s allocation \$5000
- **Mathletics:** bigger allocation to expand use of the program. \$15/student. Reinforces what is happening in the classroom and helps them evolve their skills. Would be very beneficial if Council could fund this 100%.
Decision: change Mathletics to \$1,600.
- **Planners:** pay 100% for the planners. – this budget line is really for next year since parents have already paid for planners this year.
- **Technology spending:** increase.
- **Grade 7-8 year end trip subsidy:** leadership training camp near Peterborough, really ties into the leadership emphasis. Leadership Training Camps of Canada. Toronto or Ottawa trip for grade 8’s this year. Parents of kids who have been in the school all these years, acknowledges their contribution to the school during these years. Leadership



trip will come in at \$215, subsidy for transportation would bring down to \$165/student.

Parent question: if there are kids who cannot afford to go at all, is there money available to discreetly pay for that student's trip?

Response: yes, money can be allocated.

Chair comment: excellent camp.

- Chair comment: this really helps with our communication with teachers. They know that we are doing the work to bring in the money but the Principal takes care of that. In the past, maybe we have broken it down more to see where the money is coming from but when it is little stuff, they do not need to come to us for it. Better for the Principal to take control of spending so we are not perceived as wanting to control the school. Simplifies everything.
- Suggested deletions: we do not need a new fundraiser, not going to do the used book fair. If we do not need the money, we can push some of these events to the kids—the kids could run the used book fair.
- **Subsidies for year books?** We have subsidized them in the past. Find out cost and consider subsidizing.
[Action item: find out cost of yearbooks and consider adding back into budget.](#)
- **McDonald's night:** fun community night, not a fundraiser. Social event, community event. Healthy food trucks? Spring event around food.
Decision: change to generic title, family food night.
- **Drumfit:** we do not currently need the money for a particular project, can we allocate this money to an outside charity? Can this come under the ownership of the grades 7-8 leadership or global issues teams? Gives them a project.
Decision: do we use DrumFit as a council fundraiser, give it to the leadership students, or remove the event? Mrs. Donald and Beringer—teachers responsible for leadership teams.
Motion to keep Drumfit on the budget: 1st. Karen, 2nd Jane
Vote: 6 people in favour.
- **Sound system in gym?** Principal: it is fine, we purchased a new digital mike. The sound system is fine.
- **Safe and inclusive schools team?** Tim: Cannot foresee costs, grants are available.
- Chair: what is the expectation for funding from council?
Principal: there are not a lot of major things that this school needs. The iPads are useful but only if staff know how to use them—to ensure that kids benefit from them. Big project: iPad Minis, iPads.
- **Technology - iPads:**
 - School currently has 30 iPads (3 sets).
 - We will be getting 20 more iPad minis from the school board distribution to all elementary schools which would bring our total to 50.
 - 50 more iPads needed: iPads for all classrooms. Board has mandated the use of iPads.
 - 30 more iPads would bring our total this year to 80. My plan would be to spread this purchase out over 2 years to reach our goal.
 - This would mean each class (Kindergarten - 8) would have 5 iPads per classroom.
 - \$8,000 requested for this year.
 - [Action item: up technology to \\$8,000.](#)
- **PitaPit:** can we allocate the money to implement a healthy food program? Explore using money for healthy eating program.
Principal: at old school we simply made it available for kids that need it.
\$2,500 for healthy eating program?
[Action item: more research on healthy eating program – Principal and Deb.](#)
Is there a need to fulfill more basic needs like ensuring all kids in our school are fed adequately? Research on bringing in milk? Need a fridge—industrial fridge needed.



Define, Approve Goals for 2013-14

- Communications

STANDING AGENDA ITEMS

Committees & Events – Status Reports

Communications Committee Update – Deborah Jones

- [deferred to written report – Action item: Deb to distribute]

Magazine campaign wrap-up – Chris Sabean

- Final: 1068 subscriptions, 10800+, over 11000 total
- 12 monkey parties, approximately 236 kids celebrated
- **Ice cream party** Thursday, December 12th – volunteers needed. 118 kids – [email blast for volunteers](#).
- Non dairy ice cream for kids who need it.

WRAPSC Meeting Summary – Fiona von Kannen

[see written report]

Ongoing Committees and Events

The following chart has been updated to reflect decisions with regard to committees and events for 2013-14:

Highlights/Discussion		Decisions	Action Items
Communications Chair	Ongoing	School/Student/Family	Juli Chinnick, Jaime Bickerton
<ul style="list-style-type: none"> ▪ Scope and vision for communications. Hard copy newsletter needs to flag the items that are sent electronically with a method for requesting and providing hard copies.		<ul style="list-style-type: none"> ▪ Newly created committee. 	
WRAPSC	Ongoing	School/Student/Family	Rotating Volunteers
Waterloo Region Assembly of Public School Councils: Purpose - to assist all School Councils of the Waterloo Region District School Board, herein after referred to as WRDSB, to further their support of student achievement. This is accomplished by providing a single voice for School Councils on matters of significant importance impacting all schools. In addition, the Assembly establishes a forum for the exchange of ideas, concerns and best practices for School Councils, and provides the Director of Education, staff and trustees with an effective means to share information and consult with School Councils on current issues and future plans.		<ul style="list-style-type: none"> ▪ School Councils may be represented by their Chair or Co-Chair, or appoint any parent/guardian member of their School Council. ▪ All WRAPSC meetings take place at 7 p.m. at Forest Heights Collegiate Library. ▪ Schedule: the first Tuesday of October, November, January, February, April and May 	Tentative meeting dates: <ul style="list-style-type: none"> ▪ October 1: Barb ▪ November 5: Fiona ▪ January 7: Flo ▪ February 4: ▪ April 1: ▪ May 6:
Constitution & Bylaws		Ongoing	School/Student/Family



<ul style="list-style-type: none"> Owned by the Chair 			No changes required.
Safety Committee	Ongoing	School/Student/Family	Natalie Edery
<ul style="list-style-type: none"> Addresses physical safety issues like crossing guards, bussing, etc. Could encompass much more. Could amalgamate with the safe schools committee. 		<ul style="list-style-type: none"> Keep on the agenda list. 	<ul style="list-style-type: none"> Natalie: Draft a Safety Corner section for the next Conestogo Round-Up.
Mabel's Labels	Ongoing	Fundraising	Chris Sabean
<ul style="list-style-type: none"> Ongoing. Little effort required. Communications plan to ensure we are not bombarding people. 		<ul style="list-style-type: none"> Continue. 	
PitaPit	Ongoing	School/Student/Family	Susan Wagler, second volunteer required
<ul style="list-style-type: none"> Tasks: Hand out forms to classes, get forms to PitaPit, distribute Pitas, troubleshoot issues. Mondays: 45 minutes lunch hour. 		<ul style="list-style-type: none"> Require more volunteers. 	<ul style="list-style-type: none"> Second Volunteer required to help at the school. Mondays – 45 minutes. Next PitaPit email: Send request to parents to write the PitaPit days into their child's planner.
School Family Directory	Oct. 25	School/Student/Family	Juli Chinnick
<ul style="list-style-type: none"> In progress with Juli. 		<ul style="list-style-type: none"> Send electronically only. Parents may request a hard copy. 	
Magazines	October	Fundraising	Chris Sabean, volunteer for next year
<ul style="list-style-type: none"> The program is booked and process initiated in the spring. Receive packages at the beginning of the school year. 		<ul style="list-style-type: none"> Recruit a helper for next year. Will request volunteers to help with the ice cream party, etc. 	
ProGrant – Voice Kits		Community	Marsha Ferguson
[discussion deferred to upcoming meeting]			
Staff Appreciation	Nov 22, Mar 28	School/Student/Family	Jen Sellars, second volunteer?
<ul style="list-style-type: none"> Fri Nov 22 – lunch 			



<ul style="list-style-type: none"> ▪ Fri Mar 28 - treats 			
Valentine's Dance	Feb 14-2013 ?	Community	Vanessa Harrow
<ul style="list-style-type: none"> ▪ [discussion deferred to upcoming meeting] 			
Gardens	Spring	Community	Juli Chinnick
<ul style="list-style-type: none"> [discussion deferred to upcoming meeting] 			
FunFair	COMPLETE Sept 12	School/Student/Family	
			<ul style="list-style-type: none"> ▪ Principal: review storage space options.
Community Social Event	? April	School/Student/Family	Marsha Ferguson
<ul style="list-style-type: none"> ▪ Last year: games night. ▪ Choose new event. TBA ▪ Skating night. 			<ul style="list-style-type: none"> ▪ Choose new event.
TBA Social/Fundraiser	Spring	Social/Fundraiser	TBD
<ul style="list-style-type: none"> [discussion deferred to upcoming meeting] 			
Dance-a-thon - DrumFit	Thursday, March 7, 2013	Fundraiser	Natalie Edery
<ul style="list-style-type: none"> ▪ Continue with DrumFit. ▪ Need a second volunteer. Someone who is available during the day. 		<ul style="list-style-type: none"> ▪ Second volunteer required. 	<ul style="list-style-type: none"> ▪ Communicate call for volunteers available day of DrumFit.
Greenhouse	TBD	Fundraiser/Community	TBD
<ul style="list-style-type: none"> ▪ [discussion deferred to upcoming meeting] 			

9:00PM: ADJOURNMENT

Motioned by: 1st: Marsha 2nd: Deb