



## Conestogo Public School – Council Minutes: Thursday, December 13, 2018

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## UPCOMING COUNCIL EVENTS

### 2018-19 Event Dates:

- Next Council Meeting: Thursday, January 17, 2019
- PRO Grant event: Family Math Night – Tentatively scheduled for Thursday, April 11, 2019
- Upcoming Council Meetings (the third Thursday of each month with some dates adjusted for events and holidays):
  - February 21, 2019
  - March 21, 2019
  - April 18, 2019
  - May 16, 2019
  - June 13, 2019



## **ACTION ITEM SUMMARY**



Initiative/Project	Action Item	Member Responsible
	<ul style="list-style-type: none"> <li>○ Carnavale - \$400, mainly for hot chocolate, maple cookies and supplies for outdoor games.               <ul style="list-style-type: none"> <li>▪ As of this year, the government of Ontario is no longer funding this French-program event. For future years, the school will build this into the budget.</li> <li>▪ Council needs to decide on funding by the <b>JANUARY meeting.</b> <ul style="list-style-type: none"> <li>• Council requests budget by line items to help support by requesting donations (of food, etc.).</li> <li>• <b>ACTION ITEM, Cathy: Obtain details on support requested from Council (funding vs help with donated supplies).</b></li> </ul> </li> </ul> </li> </ul>	
	<ul style="list-style-type: none"> <li>•</li> <li>• Cheque request form               <ul style="list-style-type: none"> <li>○ <a href="https://docs.google.com/spreadsheets/d/1agVzNs8VGGyGKN9C75CCQm6bRk2YuElvqe9f1u8VzNw">https://docs.google.com/spreadsheets/d/1agVzNs8VGGyGKN9C75CCQm6bRk2YuElvqe9f1u8VzNw</a></li> </ul> </li> <li>• Deposit form               <ul style="list-style-type: none"> <li>○ <a href="https://docs.google.com/spreadsheets/d/1TRw4Wdw9EtcTPoT1BM-MbFWKQuAfS3hIZ4o6603QcQ">https://docs.google.com/spreadsheets/d/1TRw4Wdw9EtcTPoT1BM-MbFWKQuAfS3hIZ4o6603QcQ</a></li> </ul> </li> <li>• <b>ACTION ITEM: Gena to send e-mail to all council members as a reminder of the above.</b></li> </ul>	
	<ul style="list-style-type: none"> <li>• Thanks to all volunteers for helping run the event and total to be provided at the next meeting.               <ul style="list-style-type: none"> <li>○ <b>ACTION ITEM, Erin: Provide final revenue at January 17 meeting and determine how this compares to last year.</b></li> </ul> </li> </ul>	



	<ul style="list-style-type: none"> <li>○ Set meeting for beginning of January to discuss fundraising and present a plan to Council at meeting on January 17.             <ul style="list-style-type: none"> <li>▪ Colleen, Shawna, Karen, Jenny, Rebecca, Steph.</li> <li>▪ <b>ACTION ITEM, Rebecca: Coordinate a date for meeting.</b></li> <li>▪ Bring to meeting: Historical data for magazine sales (<b>ACTION ITEM, Gena: request from Karen H</b>)</li> </ul> </li> <li>• <b>ACTION ITEM, Karen: Confirm revenue by January meeting.</b></li> </ul>	
	<ul style="list-style-type: none"> <li>○</li> <li>• <b>ACTION ITEM, Deb: General message on SchoolDay to request parents that would like to participate on the playground committee – SEND in the NEW YEAR (January 7).</b></li> </ul>	
	<ul style="list-style-type: none"> <li>• <b>ACTION ITEM, Deb: Send out an e-mail as thank you to parents to indicate what fundraising has purchased and indicating playground fund.</b></li> </ul>	
	<p><b>Speaker from Teachers College (vote) – Jenny</b></p> <ul style="list-style-type: none"> <li>• Jenny working on date (<b>ACTION ITEM, Gena: put on agenda for January meeting</b>).</li> </ul>	





## WELCOME & GENERAL BUSINESS

### Attendance

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

Role	2015-16	Sep 13	Oct 18	Nov 8	Dec 13	Jan 17	Feb 21	March 21	Apr 18	May 16	June 13
Co-Chair	<b>Jenny Benham</b>	P	P	P	P						
Co-Chair	<b>Rebecca Hallman</b>	P	N	N	P						
Treasurer	<b>Karen Hofbauer</b>	P	N	P	N						
Communications	<b>Deb Jones</b>	P	P	P	P						
Secretary	<b>Gena Braun</b>	P	P	P							
Principal	<b>Cathy Baer</b>	P	P	P							
Teacher Reps	Carolee Fox	P	Karen Larke	Angela Bauman	Dougall Newport	Rachel Quickfall	TBD	Carolee Fox	Carolee Fox	Shannon Brown	Lori
Community	Stephanie Forte	P	P	N	P						
	Chris Sabean	N	N	P	N						
WRAPSC	(currently vacant)	n/a	n/a	n/a	n/a						
	<b>Colleen Heinrichs</b>	P	P	N	P						
	<b>Jessica Gordon</b>	P	P	N	N						
	<b>Gloria Ramage</b>	P	N	N	N						
Parent Members & Volunteers	<b>Marsha Ferguson</b>	N	N	N	N						
	<b>Agnes Lehtonen</b>	P	N	P	N						
	<b>Katherine Sunday</b>	N	N	N	N						
	Shawna Gingrich	P	P	P	P						
	<b>Karen Forsyth</b>	N	P	P	P						
	<b>Erin Schmidt</b>	P	P	P	P						
	Mel Thompson	P	N	N	N						
	<b>Laura Bredahl</b>	N	N	N	N						
	<b>Jenn _____</b>	P	N	N	P						



## **Agenda – Review & Approval**

### **Adjustments to Agenda:**

- None

### **Agenda Approval with changes Motioned by:**

**1<sup>st</sup>:** Deb

**2<sup>nd</sup>:** Steph

## **Minutes, November – Review & Approval**

### **Adjustments to Minutes:**

- None

### **Minutes Approval with changes Motioned by:**

**1<sup>st</sup>:** Shawna

**2<sup>nd</sup>:** Colleen



## PRESENTATIONS

### Teacher's Report – Dougall Newport

- Ministry of Education ran a program called "Culturally Responsive and Relevant Pedagogy" exploring identity around social justice and several teachers from our board participated, including Dougall Newport, Erin Forsyth, and Nancy Wagner. Cathy Baer advocated strongly to enable participation of teachers from our school.
- "Inquiry based" learning for the teachers to learn about identity.
- 6 day course including 3 days at the board office and 3 days at the school.
- Emphasized acknowledging the privilege of being a white person, recognizing discrimination, and some groups consequently have an advantage.
- Many in-depth discussions regarding what discrimination looks like and testimony shared by people that have experienced discrimination.
- Discussions also covered homelessness, racism, and identity.
- See <https://vimeo.com/289401714> for a video of the program.

### Principal's Report – Cathy Baer

- Umbrella Project –November was "Grit", December is "Self-Compassion" (be kind to yourself and encourage others to do so as well) and January is "Resilience."
- Thank you for the portable sound system, new jerseys, and thank you to Deb for putting in the application for our indoor sound system request (S'Cool Life Fund).
- Requests (Council will consider):
  - Carnavale - \$400, mainly for hot chocolate, maple cookies and supplies for outdoor games.
    - As of this year, the government of Ontario is no longer funding this French-program event. For future years, the school will build this into the budget.
    - Council needs to decide on funding by the **JANUARY meeting**.
      - Council requests budget by line items to help support by requesting donations (of food, etc.).
      - **ACTION ITEM, Cathy: Obtain details on support requested from Council (funding vs help with donated supplies).**
  - Umbrella Project - \$1130 (two year program).
    - Council needs to decide by the **end of the school year**.
  - School Sign – two options from Sign Art:
    - \$80/hour + materials - new hinges are needed (originally donated by the Optimist Club and not covered by the Board).
    - \$11,000 - Build new sign with red LED 30"x90" on existing base.
    - **CONSIDER FOR budget for several year in the future.**
  - Guest Speaker - Brock McGillis - \$600 for one hour including Q & A, \$900 for a one-hour presentation plus Q & A plus a one-hour breakout with a student group, \$1200 for a full day. He is comfortable speaking with all age groups, JK – Adults.
    - "Brock McGillis is a former OHL and professional hockey player, having played professionally in both the US and Europe. He is currently studying communication and sports administration at Laurentian University. Brock also works as a mentor, and provides on and off-ice training with elite level hockey players in the City of Greater Sudbury. McGillis is the first professional



hockey player to openly come out as gay. Brock has become an influential advocate for the LGBTQ+ community. He speaks at schools, businesses, and conferences and provides inclusivity training for companies. McGillis wrote an article for, and participated in a number of Facebook lives for Yahoo. His story has been highlighted in newspapers and blogs across North America, and was most recently featured on CBC The National.”

- Decide by **APRIL meeting**
- Planners – Foundations/Canada Matters (+\$1)/Esteem (+\$2). Council discussed how the agenda was used by parents and selected the Foundations option. Note that planners will be purchased for all JK – Grade 6, and only half required for grade 7 and 8 classes (based on feedback from teachers and students). This is the same as was done for the current year and it has worked well. Approximate cost around \$1300.
  - **ACTION ITEM: Cathy to provide exact expected cost.**
- New Resources – Lexia (like DreamBox but for reading instead of Math, purchased for 6 students at a time), Zones of Regulation (Green = ready for learning, Yellow = hyper/not prepared for learning, Red, etc. This program teaches students to recognize which zone they are in and how to work their way back to “green” and students can have cards to help express how they are feeling), Grade 7 After-School Math Tutoring (run by Sarah Fischer).
- Heat/Humidity Update: Letter was received by the Board. Cathy also followed up to determine why some schools received air conditioning last summer and it was linked to other ongoing renovations.
  - We have an upcoming office renovation that may allow for air conditioning to be added (to be determined).
- Holiday Concerts:
  - Dress Rehearsal is Wednesday December 19, 12:30 p.m. – 2:00 p.m.
  - Concert #1 is Thursday December 20, 9:45 – 11:15 a.m.
  - Concert #2 is Thursday December 20, 12:30 – 2:00 p.m.
  - Chairs: The chairs are quite old and Cathy has obtained 220 new chairs. We need to store them under the stage in the future, but some can go in the Learning Commons for now.
    - May need to move some of the Council supplies out from under the stage. (There are probably older items that could be removed).
    - **ACTION ITEM, Council: Investigate other storage options.**
  - \*Parking is an issue:
    - There is no parking behind Sittler’s Bakery, in St. Matthews Church Parking Lot, or in the staff parking lot, except for one accessible parking spot
    - Parking is available on Flax Mill Drive (2 – 10 min walk), Glasgow Street (5 – 10 min walk), Feodore Street (4 min walk), Elgin Street (one side only, 3 - 5 min walk), Weberlyn Cres. (5 – 7 min walk), Musselman Cres. (5 – 7 min walk), Ferland Ave (3 min walk), Country Spring Walk (5 min walk over field), Northfield Drive between Ferland and Country Spring Walk (5 - 7 min walk).
    - **ACTION ITEM, Cathy: SchoolDay message to indicate that accessible parking will be available but requests need to be made to the office in advance by a specific date. Also include information of alternative parking options and times.**
- Retaining Wall – background information requested.
  - **ACTION ITEM, Jenny: To follow up with Cathy with details.**
- Grade 8 Graduation – St. Georges Hall, Thursday June 20, 2019, ceremony starts at 5:00 pm
- Upcoming Field Trips and Special Events: Please check the Calendar on our website, <https://con.wrdsb.ca/calendar-events/>.



## STANDING AGENDA ITEMS

### Treasurer's Report – Karen

- Please use the appropriate form (below) when providing a cheque for deposit into the council account, or when requesting reimbursement. If we don't have the form the money may not end up in the council account or be accounted for correctly in the budget.
- Cheque request form
  - <https://docs.google.com/spreadsheets/d/1agVzNs8VGGyGKN9C75CCQm6bRk2YuElvqe9f1u8VzNw>
- Deposit form
  - [https://docs.google.com/spreadsheets/d/1TRw4Wdw9EtcTPoT1BM\\_-MbFWKQuAfS3hIZ4o6603QcQ](https://docs.google.com/spreadsheets/d/1TRw4Wdw9EtcTPoT1BM_-MbFWKQuAfS3hIZ4o6603QcQ)
- **ACTION ITEM: Gena to send e-mail to all council members as a reminder of the above.**

### WRAPC Minutes Summary – Gena

- Presentation by the Volunteer Action Center to provide awareness of services. Volunteers can start at age 12, or with a parent.
- Presentation on the research around year-round schooling with a few positive and negative impacts highlighted (academic research is inconclusive).
- Provincial government changes to funding and curriculum have impacted schools. Four key areas were highlighted: School repairs, PRO Grants, Health and Physical Education curriculum, Math curriculum. WRAPC has put out several position papers on these topics and they are asking the community to use this information to contact their local provincial government representative and/or to fill in the government survey online: . Deadline: Dec 15, 2018. <https://www.ontario.ca/page/for-the-parents>.
- Fundraising round table discussion:
  - Question: How to make a fundraiser inclusive? Avoid prizes for top-sellers and do a random draw instead.
    - Suggestion: Maybe have one draw and one top prize.
  - WRDSB Policy 4017 named "Fundraising" includes text encouraging schools with large fundraising budgets to consider donating to schools with limited capacity for fundraising.



## COMMITTEES & EVENTS – STATUS REPORTS

### Safe, Caring, Inclusive, and Healthy Schools

- Usually starts in mid November and not discussed at this meeting.

### Fun Fair Committee, 2019 – Jenny

- No updates.

### Holiday/Poinsettia Fundraiser – Erin

- Thanks to all volunteers for helping run the event and total to be provided at the next meeting.
  - **ACTION ITEM, Erin: Provide final revenue at January 17 meeting and determine how this compares to last year.**
  - Sold 110 poinsettias, 32 urns, 10 wreaths.
- Suggestion for next year: expand to include community and determine better way to pay online for non-school members.

### Magazine Fundraising Update – Shawna, Karen F

- Deadline to sign up with QSP? April 1, 2018
  - If we decide later, we lose option of selecting preferred dates.
  - Decide for one or two year contract – can sign up for two years and switch to one year.
  - Note: Magazine fundraising is a significant undertaking.
  - Set meeting for beginning of January to discuss fundraising and present a plan to Council at meeting on January 17.
    - Colleen, Shawna, Karen, Jenny, Rebecca, Steph.
    - **ACTION ITEM, Rebecca: Coordinate a date for meeting.**
    - Bring to meeting: Historical data for magazine sales (**ACTION ITEM, Gena: request from Karen H**)
- **ACTION ITEM, Karen: Confirm revenue by January meeting.**

### Pro Grant – Laura/Deb

- Thursday, April 11: Jump to Math Family Night (not yet scheduled).
- We will have 270 chairs that already belong to the school, so no need to order chairs (special thanks to Cathy!).
- Subcommittee requested for Jump To Math event, with kickoff meeting between mid-January and mid



February.

- Deb, Laura, Colleen, Cathy, Rachel Quickfall, Jenny indicated willingness to participate.
- **Meeting set for THURSDAY, Feb 7. Location to be confirmed.**

## Playground Update – Cathy

- Cathy met with one student per class to discuss playground, with considerations for inclusivity, multipurpose, multi-age, room for many children to play, etc.
- We need a more defined plan so that it is clear what we are fundraising for.
- The school board will provide a loan if we have up to 40% of the funds.
- **PUT LINK for Design Guidelines for K-12 Outdoor Play and Learning Environments.**
  - Suggestion to consider ball hockey area with boards that could be volleyball court in the spring/fall.
  - Multi-year plan also strongly suggested.
- **ACTION ITEM, Deb: General message on SchoolDay to request parents that would like to participate on the playground committee – SEND in the NEW YEAR (January 7).**



## OPEN DISCUSSION ITEMS

### Thank You/End of Year E-mail – Deb

- **ACTION ITEM, Deb: Send out an e-mail as thank you to parents to indicate what fundraising has purchased and indicating playground fund.**

### Alternate Fundraising Options- Gena, Steph

- Determined that this should be discussed and researched by a sub-committee with the final conclusions shared with council. See details under the Magazine Fundraising Update section.

### Speaker from Teachers College (vote) – Jenny

- Jenny working on date (**ACTION ITEM, Gena: put on agenda for January meeting**).

### Parking – Erin

- See parking discussion under the Principle's Report section.

### Parent/Teacher Interviews

- Staff struggled to find a suitable solution for booking dates and times to meet with parents.
- Suggestion to investigate if this now works properly in School Day.
- Senior vs. Junior grades: Timing was challenging and appointments preferred over drop-in.

## ADJOURNMENT

### Motioned by:

1<sup>st</sup>: Rebecca

2<sup>nd</sup>: Deb