



Conestogo Public School – Council Minutes: Thursday, October 17, 2019

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UPCOMING COUNCIL EVENTS

2019-20 Event Dates:

- Fun Fair: Thursday, September 19
- Handmade Show: Saturday, October 26
- Lions Bingo: Thursday, January 30
- Next Council Meeting: Thursday, November 7
- Council Meeting dates for 2019-2020 (the third Thursday of each month with some dates adjusted for events and holidays):
 - Thursday, Sept 12, 2019
 - Thursday, Oct 17, 2019
 - Thursday, Nov 7, 2019 (Thursday, Nov 14 Parent Teacher Interviews?)
 - Thursday, Dec 12, 2019
 - Thursday, Jan 16, 2020
 - Thursday, Feb 20, 2020
 - Thursday, Mar 26, 2020 (March Break: Mar 16-20, 2020)
 - Thursday, Apr 16, 2020 (Easter Fri Apr 10, Mon Apr 13)
 - Thursday, May 14, 2020 (Victoria Day, Mon May 18)
 - Thursday, Jun 11, 2020



ACTION ITEM SUMMARY

Initiative/Project	Action Item	Person Responsible
Budget	Planners: Discuss use of planners at the next staff meeting and bring feedback from the teachers to the November meeting.	Mr. Sendrea
	Library bags: Reach out to Mrs. Goodwin to discuss options and put in the agenda for the November meeting.	Jenny / Gena
Fundraising	Fun Fair: Schedule a "Lessons Learned" meeting in November following the Craft Show.	Jenny
	Handmade Show and Sale: Include a donation bucket at the entrance and collect two cash boxes and floats from Karen H. Provide aprons for volunteers. Follow up with Shawna to volunteer and/or donate items for the bake sale.	Shawna Jenny ALL
	Holiday Fundraiser: Put on agenda for November to request volunteers for this event.	Gena
	Flipgive: Advertise to the community at the Craft Show.	Gena
Staff Appreciation	Contact Ian if you would like to bring in food.	ALL
S'Cool Life Fund	Submit the application for this grant.	Deb
Grade Eight Graduation	Reach out to grade 8 parents for participation in the graduation committee.	Jenny



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 12	Oct 17	Nov 7	Dec 12	Jan 16	Feb 20	March 26	Apr 16	May 14	June 11
Co-Chair	Jenny Benham	P	P								
Co-Chair	Rebecca Hallman	N	P								
Treasurer	Karen Hofbauer	P	P								
Communications	Deb Jones	N	N								
Secretary	Gena Braun	P	P								
Principal	Michael Sendrea	P	P								
Teacher Reps	Carolee Fox	P	Lori Hillman	Kristyn Keyes	Angela B and Amber B	Sherry Morland	Jade MacPherson	Lisa Carere	Carolee Fox	Shannon Brown	Carolee Fox
Community											
WRAPSC	Jessica Gordon	N	P								
Parent Members & Volunteers	Stephanie Forte	P	N								
	Colleen Heinrichs	P	N								
	Gloria Ramage	N	P								
	Christine Sanchez	P	N								
	Amy Hertz	P	N								
	Sandra Clank	P	N								
	Ian Howlett	P	P								
	Kristen Kent	P	N								
	Katie Misener	P	N								
	Marsha Ferguson	P	N								
	Agnes Lehtonen	P	N								
	Katherine Sunday	N	N								
	Shawna Gingrich	N	P								
	Karen Forsyth	P	P								
	Erin Schmidt	P	P								
	Mel Thompson	N	N								
	Laura Bredahl	N	N								
Jenn Metzloff	P	P									
Amy McDowell	N	N									
Julie Oitment	P	P									



Agenda – Review & Approval

Adjustments to Agenda:

- Addition of S’Cool Life Fund Application
- Addition of WRAPC Report
- Staff Appreciation

Agenda Approval with changes Motioned by:

1st: Erin
2nd: Ian

Minutes, September – Review & Approval

Adjustments to Minutes:

- None

Minutes Approval with changes Motioned by:

1st: Shawna
2nd: Karen H



PRESENTATIONS

Teacher's Report – Lori Hillman

- Ms. Hillman is the grade $\frac{3}{4}$ teacher in portable 2 this year; she has been teaching at CPS for four years.
- Strong Start will be up and running shortly and volunteers are still needed.
- Ms. Hillman initiated the Kodaly Choir at CPS a few years ago and is very enthusiastic about the program. She explained some of the history of the program and the current participation levels of schools within the WRDSB:
 - Forty-seven schools are involved and each can bring up to 24 kids.
 - The program is open to students in grades 4 – 6.
 - They participate in a mass choir with 2- and 3-part harmony with the accompaniment of a full orchestra.
 - This is a particularly great opportunity for students that may not be as interested/involved in sports activities.
 - Parent Council supports the choir by paying for the sheet music (approx. \$700/year).
- Mr. Sendrea added that the school is very thankful for Mrs. Hillman and her big heart for students!

Principal's Report – Mr. Sendrea

- **Playground** is installed and the tables should be installed in the next week
- **Teacher Education:**
 - PD day next week Friday: Math focus as designated by the WRDSB, and they will also be discussing wellbeing and grouping students at their level to improve teaching. Extended Day is running that day.
 - School improvement planning: This guides teacher learning and that shifts to student learning over the year.
 - Math, wellbeing (Umbrella Project), and Group Learning
 - Umbrella Project focus for October is Empathy.
- **Montreal Trip** for Grade 7 and 8 students: This trip was approved by the Board and Ms. McMillian has been taking leadership on this event. Mme. Bauman is co-leading and the cost will be approx. \$600/person. An info night will be held for parents on November 7.
 - Financial support is available from the school and the classes do some fundraising, and this will be discussed during the parent info night as well.
 - The Council Budget does have a line item for club/other support as needed.
- **Office renovations** will begin in the spring (May/June) and will include changes to the Principle/Admin office and Room 4. This will include repairs to the roof and a new bottle filling station at the southwest end of the school (as was requested by Parent Council). Some of the electrical systems will be upgraded in the process and air conditioning will be added to some of the rooms as well.
- Upcoming Events (see School Day for details):
 - **Halloween** announcements were made to take into account WRDSB requirements and teacher requests. Some small changes were made compared to previous years (i.e. parade only up to grade 4 for example). No specific class parties but treats with limited sugar can be brought in (as per School Day message).
 - **Remembrance Day** family memories are welcome. As mentioned last year in Council, some of the parents suggested that more inclusive language could be used to expand the focus beyond specifically Canadian Armed Forces.
- **Dream Box:** Ordered for Grades 1-3 (through Council funding) and plan to also purchase licences for



students receiving additional support in higher grades. This brings the cost slightly higher than budgeted, but it is lower than the cost last year. This program is very useful as it is customized to each student's level.

- **EQAO Results Review:**
 - EQAO is a test based on the Ontario curriculum and compares student achievement to the provincial standard.
 - The results are assessed based on three different components: Contextual Data, Attitudes and Behaviours, and Achievement Data.
 - **Achievement Data:** Our data shows generally that students at CPS are doing very well relative to the Board averages and exceed the provincial standards. We have a very small school and therefore see a bit more variation in the data from year to year.
 - The tests also show how the students progressed from grade 3 to 6 (if they are improving, staying the same, or dropping relative to the standard).
 - The staff review the data very closely to look for specific challenges or areas for improvement.
 - Note: the math curricular has not changed for nearly 15 years and may be due for an update.
 - Data is presented as percentage of all students, including students that are exempted, absent, or have an IEP, so this adds a negative bias the results. Staff feedback also indicated that sometimes the wording of the questions are unclear which can impact the results as well.

STANDING AGENDA ITEMS

Treasurer's Report – Karen

- Budget Discussion:
 - Fun Fair: Revenue: We pre-sold \$2200 worth of food/tickets, \$2000 at silent auction, \$2400 at the ticket booth. Costs: Still being compiled and invoices to be paid so net revenue has not yet been determined. Current projections set us above budget, although slightly lower than last year (last year was unusually high).
 - Council members, volunteers, and parents provided suggestions for using the funds more effectively:
 - **Planners:** Feedback suggests that the primary grades use them somewhat regularly, but perhaps just a simple notebook could be used for this purpose or social media/Class Dojo/Seesaw can be used for communication.
 - Mr. Sendrea noted that Planners have been an item for discussion at other schools that he has been at as well, and in some cases removed for older grades as they have other tools accessible to them. It is meant to be a tool to help younger students with time management and some of the younger grades at CPS do use the other tools that the planner provides.
 - Suggestion: Smaller size option? Perhaps if specific teachers use them, they could make it mandatory for their class and the parents pay for this individually. Alternatively, do not provide them for kindergarten classes as Seesaw is the primary communication tool for these teachers/students.
 - **ACTION ITEM, Mr. Sendrea: Planner use will be discussed at the next staff meeting and he will bring feedback from the teachers at the November meeting (for planning the 2020-2021 budget).**
 - **Library Bags:** Suggested some alternatives, such as providing one heavy duty waterproof bag when a student starts at CPS, and then parents can purchase replacements are needed (we would start by providing all current students with one new bag). Other suggestions:



Kindergartens get large plastic bag each year, and a long-term reusable bag could be provided to grade one students for multi-year use.

- **ACTION ITEM, Gena: Put in agenda for November for planning 2020-2021 budget.**
- **ACTION ITEM, Jenny: Reach out to Mrs. Goodwin to discuss options.**
- **Basketball Hoops:**
 - Two hoops requested for the corner by the gym doors.
 - Last year the Principle indicated that this item would be paid for using school budget funds.
- Motion (as part of the final budget vote): Playground planning included an obstacle course option and the budget revenue remains more unknown this year than in the past, so the line item for the basketball hoops will be removed and these funds (if we have them) will be slated for outdoor improvements.
 - Motion, Erin: see above
 - Second: Stephanie
- **FINAL BUDGET VOTE:**
 - Voted on by all members present.
 - **VOTE: 2019-2020 Budget Passed**

WRAPSC Report – Jessica

- Parent Council guidelines discussed.
- EQAO overall down but graduation rates have increased, and parents are encouraged to get involved and support learning.
- www.maycourtclubofkw.org was highlighted: This is a group that raises funds for women and children, including organizations like KidsAbility. They run a variety of fundraising events to support these initiatives, including the Conestoga Mall Christmas Tree and a store in Belmont.
- More schools are encouraged to participate in WRAPSC as overall school representation is low (around 35%).

Safe, Caring, Inclusive, and Healthy Schools Committee – Mr. Sendrea

- No update this month but a committee will be formed.



COMMITTEES & EVENTS – STATUS REPORTS

Fundraising Update – Fundraising Committee

- Fun Fair Review – Jenny/Rebecca
 - See Budget discussion
 - **ACTION ITEM, Jenny: Will schedule a “Lessons Learned” meeting in November following the Craft Show.**
- Fundraising Committee Proposals:
 - Boston Pizza:
 - OPTION 1: School can receive a portion of the receipts when families go to Boston Pizza (part of the “Give Back” program).
 - OPTION 2: Have a dedicated night where a portion of the purchases go back to the school.
- Craft Show – Shawna
 - Entrance cost of \$1, children 10 and under are free, and there are currently 41 vendors participating.
 - **ACTION ITEM, Shawna: Include a donation bucket.**
 - Volunteers required and a sign-up sheet was passed around. **ACTION ITEM, all: Please contact Shawna if you would like to volunteer for any remaining slots.**
 - **Karen can provide two cash boxes with a float (ACTION ITEM, Shawna: Follow up with Karen H).**
 - **ACTION ITEM, all: A bake sale/candy sale table will also be run and everyone is encouraged to consider bringing baking to donate.**
 - **ACTION ITEM, Jenny: Provide aprons for volunteers to use.**
- Holiday Fundraiser – Erin
 - More options are available for flowers, but we will not be offering urns this year due to a change in supplier.
 - School Day information has been posted and paper forms have gone home.
 - **ACTION ITEM, Gena: Put on agenda for November to request volunteers for this event.**
- Flipgive – Gena
 - Pass out flyer, and will advertise to the community following the Craft Show (**and at the Craft Show – ACTION ITEM, Gena**).
- Bingo – Rebecca:
 - We simply need to attend to raise money (no organizing required on our part).

Staff Appreciation

- Ian has volunteered to organize this event. Please e-mail him (ian.howlett@gmail.com) if you would like to



bring in food. (**ACTION ITEM, all**)

- Date: November 14, 2019.

S'Cool Life Fund Grant

<https://www.scoollifefund.ca>

- **ACTION ITEM, Deb: Submit this application and the basketball hoops might be eligible for this grant.**

GENERAL REMINDER: Communication requests MUST GO THROUGH the Communications Team (deb@blueorchard.ca). They will also make sure the communication is prepared properly to limit the effort required by CPS staff.



OPEN DISCUSSION ITEMS

Grade Eight Graduation – Jenny

- **ACTION ITEM, Jenny: Reach out to grade 8 parents for participation in the graduation committee.**
- Grad could be scheduled for June 22.

School Directory – Gena (for Deb)

- Feedback suggests that it could be better explained to new parents (perhaps in the School Day message that advertises it and at the Kindy Night) but at the same time is worth continuing.
- The directory needs to be created at the beginning of the year and locked to protect privacy. As a result, it can't be continuously updated.

ADJOURNMENT

Motioned by:

1st: Jessica

2nd: Steph