



SILVERHEIGHTS PUBLIC SCHOOL
PARENT COUNCIL MEETING MINUTES
April 25, 2018 at 6:30pm
School Library, Cambridge, ON

1. Welcome: Jenn brought the meeting to order and welcomed everyone.

Present: Leslie McNabb, Valerie Martin, Chad Moffat, Jenn Latour, Lori DaCunha, Tammy Dixon, Treasure Kaippila, Rob Panek, Amanda Rilan, Faye Wilson, Reneè Kennett, Paula Butt, Meghan Toth

Regrets: Helen Brown

Minutes: The February 2018 minutes were reviewed and approved via email vote. For the record: *Motion to approve the minutes was made by: Treasure Kaippila, Second: Tammy Dixon. Motion approved.*

2. Finance Report – Jenn Latour: Jenn sat with Tamara on Amanda's behalf and received a print out of what our account totals are, specifically after QSP came in. Post QSP balance is \$7621. A handful of remaining bus allowances (14 classes) in the amount of \$2800 may still come out which will reduce the balance to \$4821. Jenn has asked Leslie for a list of classes that would still like to utilize their allotment. So far Council has subsidized \$3811.33 for busing. The Pizza account currently holds \$12,000 but will still have weekly withdrawals made to cover the remaining weeks of this current session.

3. Principal Updates – Leslie McNabb:

- Leslie reported that the staffing process for the Fall is well under way. A letter will soon go out on School Day requesting that families notify the school if they are moving. Knowing these numbers helps with accurate class placement. All class placement numbers are tentative until the middle of September when we get notification from the Board. Parents will be given the opportunity to submit information about their children that may affect their class placement. Our enrollment is currently at 750 kids, which is up from last year. Teachers are aware of their fall assignments. DECE's are also up to date. EA's will follow soon. Teachers who are interested now have the opportunity to apply for a voluntary transfer which will mean they move from our school but are guaranteed a position to move to.

- As per questions asked in our last meeting regarding the new Maple Grove community, Leslie investigated and has found that only a small portion of these homes will be in our catchment.
- This is a very busy time of year for our school. Assembly coming soon, working on math skills in our staff meeting and the next big task is class placement.

4. Vice-Principal Updates – Val Martin:

- **Safe Caring Inclusive Schools (SCIS)** survey is coming soon. This year they are surveying students from grades 4-8. The more kids that participate, the more valuable the information that comes back in September will be. Parents may request that their children not participate.

5. Teacher Representative Updates – Chad Moffat:

- Wear Blue for Autism Awareness April 20th, students sold bracelets
- Junior Intramural Floor Hockey happening
- Intermediates Hockey Tournament to raise \$\$ and collect potatoes for the House of Friendship
- Blue Spruce and Silver Birch Forest of Reading voting took place April 17-20
- Grades 2 and 3 Earth Rangers Club is very popular (there are 2 groups due to so many wanting to participate). They are collecting plastic bags and planting wild flowers to help with the return of the bees.
- Broadway Club – working on three new songs. “I just Can’t Wait to Be King” from the Lion King, “Tiny Dancer” by Elton John, and a 90’s mash up with various 90’s hits.
- French Café held on April 3-5 for grades 1-6
- 2 more groups (8 kids in total) have started with ELI (Early Literacy Intervention) with Mr. Jones
- Move-a-Thon on April 6th was a great success. Raised just under \$5000
- Recycling Crew is cleaning up weekly with Mrs. King.
- Multiple Field trips happened at all grade levels.
- PAL’s playground program happening, the leaders are from Grades 4 & 5.
- Monthly Assembly held focused on Efficacy, May will be Mindfulness
- DC Class Coffee Cart still rolling, they are working hard and doing a fantastic job.
- Family Night Math Fair coming up on May 24th

6. Community Representative Updates – Lori DaCunha, Silverheights Neighbourhood Association:

- Summer Camp Registration went well. Thanks to all who came out. Still some spots remaining, contact SNA soon to secure your spot.
- Bike Rodeo will be held on May 17th at 6:00-7:30
- Community Pitch In & Clean Up day is postponed until May 12th.
- Neighbourhood Day to be held on Saturday June 2nd at 12-4pm.
- LEAD program postponed for March and will run April 28-29, 2018.
- Volunteers needed for the Bike Rodeo and Neighbourhood Day, please contact SNA if interested.

- Summer Drop In program will be available.

7. Chairperson Updates – Jenn Latour:

- Spring Candy Grams did well. This fundraiser earned \$200. Valentine’s Day Candy Grams earned \$500. We will continue to do these events for Christmas/Winter, Valentine’s and Easter/Spring since they are so popular.
- QSP Fundraiser (Blooms and Cookie Dough) went well. Sales were \$11928. Online sales went up from last year. Projected profit is \$4000. This was the first year promoting Blooms in addition to the cookies. It was a good mix of both. Success!
- Fundraising prizes – We initially approved spending funds on 3 gift cards but we need to add another to cover the Kindergarten division. Kindie’s rocked their efforts and we want to congratulate them. *Motion to amend our prize plan to include 4 gift cards, 1 for each division. Approved by Jenn and Seconded by Faye. Motion approved.*
- Book Sale – Just to confirm that since there have not been enough donations of books to warrant a book sale, we will postpone this event until the Fall.
- Smencils – Tammy has investigated what we need to do for this fundraiser. We plan to hold this event from June 6th – June 8th. Any Smencils that don’t sell can be returned. *Motion to approve spending \$1500 for 1500 Smencils. Approved by Faye and Seconded by Paula. Motion approved.*
- Movie Night – Friday April 27th is the planned date. Movie titles were narrowed down to age appropriate options and voted on by school council via email vote. Students who attend movie night must be accompanied by their parents/guardians. This is a family event. Student volunteers needed. Popcorn and water will be available for sale. *Motion to approved spending up to \$20 on bottled water. Approved by Renee and Seconded by Tammy. Motion approved.* Also, 2 students from Miss Fox’s class will be at the event to run the audio-visual equipment. *Motion to approved spending up to \$20 to provide them with a pizza dinner since they will not be able to go home for their meal. Approved by Faye and Seconded by Tammy. Motion approved.*
- Theatre Presentation – Unfortunately this event has been cancelled. The theatre company was unable to obtain approval from the School Board in time for our show dates. Hopefully they will have their approvals in place next year and we will be able to have them visit our school.
- Welcome to Kindie Night – Council will have a table set up on May 2nd. Volunteers are welcome. Plan to advertise our planned “Coffee and Kleenex” Reception for parents to be held the first Friday of the back to school week - September 7th. All parents/guardians will be welcome.
- Fun Fair – Discussed postponing this event due to the massive job it would be to make it happen on short notice. There just isn’t enough time to prepare and

currently lacks the volunteer support it would take. We will work towards holding this event next year and start planning much further in advance.

- Distribution of Funds – Leslie is currently reaching out to teachers and staff to obtain wish lists from them. We have funds that will need to be spent this year. If you have any additional ideas, please reach out to Jenn.
- Guest Speakers – Leslie and Val are reaching out to their contacts to see if there are any Board approved guest speakers that may be able to come visit the school on shorter notice. Info to follow. Also, Meghan and Renee offered the suggestion of Sara Westbrook. Council was interested in getting more information.
- Emails – Jenn asked Council if utilizing emails for votes and updates was working for us. She is just not getting the votes and feedback she needs quickly enough to move forward on initiatives. We all agreed that she should continue to reach out via email when something is needed urgently. Council will need to ensure that we support those initiatives and promptly reply to her messages. We can do better!
- Volunteers – Jenn mentioned that to make all our events and fundraiser successful, we need to provide more support. She cannot do it alone. There has been new interest from some parents who want to help but cannot attend regular meetings. This is very promising. Jenn suggested that if we have ideas or questions to please reach out and talk to her. She wants input from everyone.
- Principal Profile – Leslie, Val and Chad were thanked for coming and encouraged to step out of the meeting, so the Council could discuss the annual Principal Profile report that we are required to fill out and provide to the Board. We all discussed our Principal Profile wishes and together filled out the required documentation. Jenn will submit to the appropriate people on our behalf. Thank you so much Jenn!

Next Meeting: Wednesday May 22, 2018 – This will be our last meeting of the 2017-2018 School Year

Adjournment: *Meeting adjourned at 7:40pm*