

Suddaby Parent / School Council

Meeting Minutes

Date: January 20, 2020

Location: S.P.S. Library 7pm

Attendees: Rita Givlin (P); Sam Hutchison (VP); Wendy S.; Karin Korth; Bryan Grimwood; Katha Broschek; Carlie Leroux; Brennan Hardy; Kathryn Blair; Katherine Akens; Kate Leslie; Amanda DiBattista

Guest - Elana from Artshine

1. Welcome and introductions

2. Artshine information presentation by Elana.

Overview of organization: Mobile arts school running morning and after school programs. Over 20 seasons of programs. Programs designed for different grade levels that mirror and extend elementary school curriculum. Seasoned themes to programs - fall, winter, spring, summer. Incorporate art history with fun and convenience. Onsite, at school - makes it accessible for parents. Online registration system handled by organization so that school doesn't handle any of the money.

For Suddaby to get re-established with Artshine, all we'd need to do is reach out to organization and coordinate information distribution to students, age/grade, season.

\$132 is typical price for 8 week session. Price point can be subsidized based on need.

Number of kids per session: 8-20. At Suddaby, it would probably work for two instructors in two classrooms.

3. Approve minutes from previous meeting (November 18, 2019).

All in favour.

4. Financial update.

November popcorn: \$275.40

December popcorn: \$358.15 (includes some chocolate

Mistletoe market: \$767.70

Concert fundraising: \$1857.35 + ~\$600.00 for online star sales.

5. Principal's Update:

About Me:

1. I appreciate the warm, Suddaby welcome and am excited to be joining Team Suddaby! The students, staff, community, and facility already have me hooked!
2. I am married with three children and recognize that parenting is the most important and hardest work that I do. Family needs to come first.
3. I am passionate about education and am always seeking to learn and grow.
4. I am very grateful to love my job and know how fortunate I am to be a principal. Suddaby is my second principalship; my first was at Alpine.
5. I loved teaching and have experience in both special education (SERT and contained class) and junior classes with a bit of primary as well. In WRDSB, I taught at Wilson Avenue, Pioneer Park, and Rockway, and was VP at Highland, Saginaw, Wellesley (my own grade school), Margaret Avenue, and WTT.
6. I studied French all through high school to grade 13; my receptive language is slightly better than my expressive. I am hoping to remember and learn more French while at Suddaby.
7. I make lots of mistakes because I try new things. When dealing with problems or challenges, I think it is important to have a plan and then adjust when things don't work.
8. I am creative, persistent, and determined when working to achieve goals.
9. I love data! Especially when it shows me that my students, my staff, and I are making progress in meeting our goals.
10. My goal is to have my students perform at provincial standards or 75% of students achieving at levels 3 and 4; I believe that working together we can make this happen for Suddaby Stars in both the English and French panels.

Survey Says

Thanks to everyone who completed the Suddaby Stars Survey - January 2020.

The [top 10 lists](#) are based on feedback from 56 parents/community members, 29 staff members and approximately 200 students before January 19, 2020.

The survey will remain open until the end of January.

Rita provided an overview of survey results to date. Focus on results from students, parents, and staff.

Actions I have taken thus far based on the survey responses:

Communication:

- Sharing the About Me list above
- Implementation of a weekly memo including a Stars Sparkle section to provide positive feedback to staff
- The electronic records for student office visits are shared with staff
- Visits to each classroom - I will continue to do this as much as I am able as I love being with the kids
- All staff members have been invited to meet with admin 1:1 - I am loving this time to get to know individuals and learn how to best support
- Tweets from admin with a goal of one per day; retweeting staff tweets;
- Time spent reading each survey response and summarizing them through the creation of the top 10 lists to share with council, staff and families (I am very grateful for the responses as they are helping me to get to know Suddaby.)

Bathrooms:

- A work order submitted to install a mirror in the boys' washroom and also in kindie washrooms currently without a mirror
- I have asked facility services to consider installing washrooms on the 3rd floor and will continue to advocate for this

Condo:

- Reached out to our SO, Ron deBoer, regarding the condo development; he is reaching out to the WRDSB planning department
- Parents are encouraged to share their concerns with the trustees

Immediate Next Steps:

- Development of a Suddaby communication plan - e.g., increase the use of SchoolDay, Twitter, and Google calendars for staff and families
- I plan to share an invitation to all staff members to join in promoting Suddaby on Twitter
- Time spent with kids and staff listening and getting to know everyone are my current priorities.
- Recommend council approve meeting minutes at the end of the meeting so they can be shared with all parents ideally right away, but definitely within the week.

Longer-Term Next Steps:

- Improve school spirit and decrease bullying/negative interactions through a school-wide character education focus.

Facility

- The new office is fantastic! Mrs. Reiman is working on getting staff pictures up on the bulletin board. Mr. Vanderpoll is working on finishing touches like hanging the key box.
- The old office furniture is going to be used in the new facility services offices and the plan is that it will be moved from room 1 on January 24.
- We are currently seeking quotes to have rooms 1 and 12 painted while they are mostly empty.
- Ms. Hutchison, Mrs. VanderMeullen, and Mr. Johnson are working with Lifetouch to create a welcome banner for the main entry.
- Concerns about the new stair treads (slippery, not enough contrast for those with low vision) have been shared with facility services.

Job Action

- Staff members are no longer allowed to attend meetings such as the school council outside of the working day (8:30 a.m. to 3:35 p.m.).
- PD is on pause unless requested by the teacher.

Staffing Update

Welcome to:

- Helen Smith, the successful candidate for Ms. Agres's position,
- Sarah Werehoff, our new night custodian, replacing Dawn Sibernagal who has gone to another school,
- Lisa Knechtel, EA, replacing Stephnie Brindley, who has resigned her position.

Volunteers Needed

1. Pizza Day - organize pizza, call runners, bundle returned boxes; weekly each Wednesday from 1:15-2:00 p.m.; ideally 2 volunteers

THANKS to Kate and Katha for volunteering!

Email Group

Does the Suddaby council use the email group? I am still trying to get access.

Discussion among Council members about the utility of the email group. Consideration of it being valuable to help streamline communication. Rita suggest that she'll get it up and running.

Dogs

A friendly reminder to all families that dogs are not allowed on school property during school hours. Our staff note that some students appear uncomfortable around dogs and we want the kids to feel comfortable.

6. Subcommittee Reports

Important Dates:

- Danceathon: April 9 (Wendy and Steph lead)
- HAPP table: May 30 (Kathryn lead)
- Bag 2 School: Spring (Kathryn lead)
- Fun Fair: early Junish. (Kate lead)
 - Would be nice to coordinate with playground reopening, BBQ instead of food trucks. Pillers to run event? Wendy S to look into
- Movie Nights: Thursday before PD Days: Jan 23, April 2, May 28 (Brennan lead)
 - popcorn, juice, pizza, choc
- Popcorn days: last Thursday of each month, (Wendy and Steph lead)

Fundraising - Make it snow campaign is underway. There are some concerns that the fundraiser cannot go ahead as teachers aren't able to handle the forms. There was a good discussion regarding how the fundraiser could go ahead however there was concern regarding how money would be collected when it comes back to school. The decision was made to postpone this fundraiser at this time.

Council applied for the Love My Hood grant that we did not qualify for. There are a few more grants coming up this winter/sping that council will attempt to procure.

Council discussed the money we currently have and the goals of the Playground Revitalization project.

Popcorn and movie night on Thursday January 24.

Factory Shoe Card s- \$960

Flip Give started in October - \$400. Kate will send out a reminder on the Suddaby Parent's Facebook group.

Kathryn Blair is leaving the grant writing committee. Brian and Karin are continuing on with this initiative.

Grobe nursery - it has been suggested that we contact them regarding a tree for the playground. Wendy will investigate.

There is a list regarding approved movies that the board can show. The movies are quite limited.

WRAPSC - will be inserted

Strong Start Update

Looking for more volunteers. There is a volunteer list that will be drawn from. They are hoping for 5-10 more volunteers for Strong Start. Spring session will be starting the week before March break. Katherine is hoping for a list by February 10 to start pre-assessments and getting ready for the Spring session.

There are some concerns regarding volunteer retention, student absenteeism, and dealing with difficult behaviours from students. Katherine and Sam are going to work together to establish better criteria to send to teachers to help better identify students.

Amanada is going to work on calling individuals on the volunteer list to see if we can connect individuals to opportunities.

Council would like to put pictures up on the school council bulletin board that shows the playground that is coming in the Spring.

Bee School - Mrs. Maxwell and Katha discussed Bee School. It is an outside organization at a cost of \$100 per classroom to do education regarding Bees. Teachers were wondering if council would be interested in funding such initiatives.

February meeting we will discuss funding classroom initiatives.

Next council meeting will occur on February 10 and then March 9.

Motion to adjourn, Katherine, Seconded by Wendy. Meeting adjourned.