**Suddaby Parent Council (SPC) Meeting Minutes**

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| Location: | Suddaby School Library |
| Date: | Monday November 18th, 2019 |
| Time: | **7pm** |

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| Katherine Akins | P | Kathryn Blair | P | Kerri Begley |  | Beth Borody |  |
|  |  | Amanda DiBattista |  | Katha Broschek | P |  |  |
| Bryan Grimwood |  | Brennan Hardy | P | Annie Doranp | P |  |  |
| Carlie Leroux | P | Kate Leslie | P | Kriti Bhattacharya |  |  |  |
| Wendy Saulesleja | P | Soumya Dutta Roy |  | Tara Bedard | P |  |  |
|  |  | Wendy Daley | P | Tania Karbovanets | P |  |  |
| Samantha Hutchison | P | Karin Korth | P | Paul Radford | P |  |  |
| Vanessa Schultz | P | Stephanie Meyer | P | Christina Stavrou |  |  |  |

**Welcome & Introductions** Guests: Laura McBride

**New Council Members**

1. Minutes of Previous Meeting, Katherine approved, Steph seconded

2. Financial Update

Popcorn Day in Oct: 291.41

Bulb fundraiser: $1608

Total: 18,054.15

WEFI: $56,235.72

Teacher’s Danceathon: about $5,500

3. Principal Report

**Staffing Update:** We continue to make changes as staff opportunities arise. Kristen Harris moved on to another opportunity at the beginning of November and we hired Brandon Harnardian for the EA role. Wendy Daley announced her retirement effective December 31, 2019. Incoming Principal has not been advised.

**Professional Development:** We have completed our first series of PD sessions as part of our Ministry Wrap Around school. Our focus during the first 3 sessions were: 1. Literacy focus was on effective use of Guided Reading as part of our Comprehensive Literacy Program. Guided Reading is a key component to small group instruction and identifying individual student needs. 2. Mathematics focus was review of the Comprehensive Approach to Mathematics and implementing the components as part of the planning process. Small group instruction and effective use of resources to engage students in their learning were the key elements supported during the sessions.

**Reporting:** Progress reports were completed and interviews were held by teachers.

**School Construction Update:** Mill work (shelving) for rooms 34 and 36 was installed last week. A few final items were completed in the new office. Office furniture is scheduled to arrive the week of December 9, 2019.

4. Staff Representative Report

* already done: mother’s group, progress reports, juniors were in rememberance Day parade, Movember fundraising, soccer club made it to semi finals, Mr. Johnston has a Mean club
* coming up: Me to We bake sale, yoga club, junior choir, Kodaly choir, rm 34 and 35 going to J. Schneider Haus, photo retakes coming up

5. Subcommittee Reports

- Fundraising

* Mistletoe Market: Dec.3-5 (Steph lead)
* Winter concert: Dec. 11, (Kate lead) selling chocs, popcorn, and stars
* Make it Sow: order forms out February 24, order forms due March 9 (Kathryn Lead)
* 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)
* Factory Shoes program has earned $795
* FlipGive program has earned $198

- Grant writing committee update (Bryan and Kathryn)

* spreadsheet on file sharing drive
* WWF grant, applied on Oct 21, cap $500, will hear in Dec.
* GRCA form available in Jan 2020, greening
* Scotiabank may align with outdoor classroom, ongoing intake process, 3-month turnaround, charitable status will run through WEFI
* City of Kitchener, seating (stage comes later)
  + The application for the Love My Hood grant to pay for the rocks for the outdoor classroom is due on the 21st. Karen has taken care of the grant blurb (why we want/deserve $$), but would like council input on budget - eg how many rocks? How will we celebrate?
  + Kate says we are getting the rocks from Rome (8?, we’re not sure if we’re getting the big ones out front or those that line the parking lot)
  + Karin says we need to specify number of rocks and supply a diagram (hand sketched ok)
  + Wendy S. says the school board will move them so get as many as we can from the Tim Horton’s/Rome development
  + Accessibility? There needs to be room for someone in a wheelchair to pull up between rocks, not at the end.
  + If rocks are 3 feet long, two kids can fit per rock, therefore for a 30-person class, 15 rocks? $400 to $450 per rock…$6,750 in rocks
  + Council needs to match money 50/50 but can count volunteer hours towards this at $20/hr
  + Laura: council doesn’t need to use all the money
  + Mulch? Wendy D says we should ask for mulch from school board

-Playground

* Nothing new

- WRAPSC

* [Minutes](https://www.wrdsb.ca/our-schools/get-involved/wrapsc/minutes/)
* PRO Grant (parent engagement grant)
  + We would like to continue to support Mother’s Group

-Reading Support Group (RSG) (Katha)

* could teachers provide the reading level for any given student?
* 3 volunteers for the prototype
* RSG is working name

6. Focus items

-Strong Start Program

* started Week of November 7
* 12 students doing 2 strands
* training will be posted soon during the winter to prepare for spring

-Council email (Carlie Access)

* Wendy D is liaising with Board Communications

-Council Info board – Communicating to parents about the board & group pic (consent forms)

* SchoolDay memo?
* Calendar (Carlie and Brennan to look after)

-Development at old Tim Hortons

* Board supporting our interests
  + walkway
  + structural integrity
  + cranes
  + parking
* Adjustment meeting (Kate and Annie represented)
  + noise
  + traffic
  + landscaping
* Timeline?
* Concerns?
  + Email your concerns to City of Kitchener f you can’t attend the meeting

- EQAO results- looking at the data that parents have access to, not just data the school has that we don’t. (WEndy D.)

* 6-hour point in time
* A high percentage of the students taking the tests have English language barriers or are on individual education plans (although we may be on par with Board percentages)
  + an opportunity for the students to do what their classmates are doing
  + the same accommodations are offered that the student would get on a day-to-day basis
* Some students’ parents opted out of participating
* Math: Working on consolidation (students being able to recap what the teacher has just said)
* Goal is to move one or two students up a level (Level 2 to Level 3) because 2 students are about 6 or 7 per cent of population
* Teachers can use the results for each individual child to tailor help (e.g., knowledge and understanding, application, and thinking). Generally students need the most help with application and thinking. They haven’t had enough practice.
* Levels are determined by average (?) of scores.
* Students are taught how to do multiple choice and read the questions.
* EQAO scores may result in Board support in combination with 11 other factors. We are in the top third in that index, indicating we are a higher need school. The board looks at these numbers to determine where to send support. Current supports are the ministry wrap around (goal is to move at least 2 kids per class from level 2 to level 3) and learning services teachers (staff participation in this PD program is voluntary).
* Whether the student is in French immersion or core French does not necessarily affect scores at Suddaby
* Levels 1-4 are all at Grade Level. Level 1 is a “D”; Level 2 is a “C”, etc.
* Homework: this is up to the individual teacher. The purpose is to practice something already learned not to learn something new.
* Stress: School tries to set this up as just another day. Families may contribute to stress.
* Communication to students: Individual reports go to the family. Families may share the results with the students. Instructions about how to interpret the report are included. Also a letter from the school is included.
* School improvement plan? Can share at next meeting but won’t post publicly.

7. Other

* Lisa Shantz: Christmas Concert update
  + ETFO is on a work to rule, which is not supposed to affect students. In case the union decides to go further, the concert will be scheduled ahead a week of usual: December 11. The afternoon concert will be 1:45 pm; the evening concert will be 6:30 pm with 6:00 pm performer drop off. Council may be called upon to volunteer for things like supervision of students at night between performances. Communication? Steph M. to be point person, coordinating people beyond council. Carlie to be email convenor.

8. Next meeting – January 20, 2020