

**ADRIENNE CLARKSON PUBLIC SCHOOL
68 QUEENS COLLEGE DRIVE, RICHMOND HILL, ON**

MEETING MINUTES – JUNE 2019

Attendees

Nika Daei (Co-Chair), Pedram Mahadian (Fundraising), Shelley Harpur (Secretary), Matthew Cutler (Co-Treasurer), Fery Pashang (Co-Communications), Jane Park (Programs), Victoria Kim-Lee (Programs), Melissa Cheng, Dana Turculet, Linda Lin, Jenny Zeng, Jolyn Commisso. Nadia Russiello (Principal), Ruth Walker-Rosewood (Vice Principal), Daniela Klein (Teacher Representative).

Regrets: Ying Tomaso, Myra Chow (Co-Chair), Salwa Steiteh, Manisha Gandhi, Nicole Bertram (Co-Communications)

Opening Comments and Approval of May minutes

- Co-chair welcome by Nika, last meeting
- Approved by Shelley, Matt

Principal's Report (Nadia Russiello)

- Not too much to report – they are continuing to plan for next year
- Around 597 students projected.
- Grade 1 students are coming over to visit on June 19 during the school day, joining existing Grade 2 classes for an hour and then going back to Doncrest.
 - This will be a welcome meeting and orientation format – kids will walk around and see how we do things at ACPS.
 - A separate coffee chat / welcome for Grade 2 parents will be held in early September.
 - Due to the political climate, teacher changes may occur in the next few weeks but will be reported in the last newsletter.
 - We are losing a member of the office staff; Stephanie Kazdan will be leaving ACPS to pursue another career.
 - School Council report and Pro Grant timelines to be determined; not sure when those are due.

Teacher Report (Daniela Klein)

- The calendar has been really busy; Area track happening today and track and field were a couple of weeks ago.
- French book fair happened in May
- Grade 4 students had a djembe music presentation.
- Grade 2 students went to the Science Centre
- Jump Rope for Heart, mixed Junior and Intermediate sports activities were held.
- Grade 8 VIP day is tomorrow.
- Grsades 2-6 saw the 'Head à Tete' presentation

- Clubs are ongoing
 - Soccer club – junior to intermediate – game planned for the future.
 - Music with Mr Pang, Mme Malarczyk – they are preparing for Arts Night on June 10
 - Eco and Wellness Teams ongoing

Future

- June 24 Ted Talks night
- Grade 8 Quebec trip
- Arts Night June 10
- Junior soccer has a Sick Kids tournament on June 21
- Grade 4 has an upcoming rock climbing trip
- Primary students will have a play day led by older students on June 20
- Grade 3 students are going to Pioneer Village
- There will be a Toronto Zoo presentation
- Grade 8 Graduation will be on June 19.
- Planning a Transitions Planning night with Mr. Gourley for September 2019, for Grade 7-8 parents

Pizza update (Aroon Baksh)

- Pizza is going well, only 3 weeks left.
- Could use more hands for frozen yoghurt tomorrow.
- Make sure to get your Lunch Box orders in; need volunteers for Monday.

BBQ Update (Dana)

- Still have until Monday to get food orders in online; we have less food orders online than at the same point last year.
- Printed letters sent home with kids; another blast will be sent Monday morning as a reminder.
- Still need volunteers, minimum 21 – have 28; 8 of them are highschool students.
- Need coolers – there is a list of what is needed where. Needed by noon on Monday.
- Council members to come as early as 3pm if possible.
- For bake sale – individually wrapped items are requested – drop them off early.
- Teachers orders are due by Monday; forms are already in their slots.

Treasurer's Report (Matthew Cutler)

- Met with a group of executive to discuss the final budget.
- Short version – still anticipating a surplus
 - Anticipated amount raised for the year - \$28,000
 - Expenses for the year - \$27,000
 - Started the year with a \$13,000 surplus
 - Anticipating a \$3,000 reserve for next year, and the BBQ breaking even, we still have close to a \$10,000 surplus, which we want to draw down.
- Jungle Sports already booked by admin for January 6-10 at \$4,500.
 - Every student gets 2 periods of Jungle Sports over the week (normal gym period).

- Vote to contribute funds to pay for Jungle Sports motioned by Matt, seconded by Dana and carried by consensus.
- Floated the idea of a capital project; an inspection of the play structure is booked for next week to determine its lifespan.
- We can carry larger amounts of money over if it is for a specific purpose.
- Recommendation from council was to draw down the surplus to that current kids get the benefit, and we don't build up an unnecessary balance.
- We can defer the other half of the \$10,000 surplus to the new council outside of normal scope.
- \$3,000 perpetual carryover is based on Board guidelines.
- At beginning of 2019-2020 school year, new council will have \$5,500 to use outside of the \$3,000 carryover.
- In fall, will meet with outgoing executive with final numbers to put together a proposed budget for incoming executive, to be voted on at first meeting.
- One parent asked if we could provide outdoor equipment as many kids are bringing theirs from home –
 - We already purchased a lot of recess equipment this year; gym and recess equipment have been separated so that that a designated cupboard can be used just for recess equipment.
 - Some kids prefer to bring their own balls, but this needs to be monitored for safety reasons – we need to monitor quantity and what is being brought.

Communication with Parents (Shelley)

- Shelley and Manisha met with Admin to discuss what information was within Council scope
 - Based on the presented Action Plan draft from May meeting
- Council needs to commit to themes that came in in parent feedback
 - Understanding Council –
 - Preparing a scope on what Council can do, and the roles within Council
 - Overview of School Council function can be pulled from Constitution
 - Should include role clarity, scope, what Council has access to, capability
 - Ideal for Communications team to work on
 - Communication
 - Council-focused communication, separate from School communication
 - A separate page in the newsletter, or a monthly email blast?
 - Website to be updated
 - Should include a calendar of council events to the community as early as possible.
 - Building Community
 - Parent Engagement survey to be reissued in early fall
 - Jane to provide responses from pre-Coffee Chat survey to Nadia and Ruth
 - Supporting parents at home
 - Math and technology nights require teacher collaboration – not really something Council can take on by themselves.
 - Access to Board consultants may be possible.
 - Pathways/Transitions evening will be held in September to provide guidance for parents in preparing students for high school

- Possibility of purchasing online resources for home-use to support students
 - RazKids, Knowledge Hook, Reading A-Z, Prodigy Math
 - Potentially look at these in the fall to see if funds are available?
 - Need to assess usefulness for kids in French and see which program would be best
 - French author nights, French book fairs are great for community building, supporting learning.
- Parents want to see year in summary – how money is raised, spent, action items
 - Shelley and Matt to prepare something for fall newsletter after all numbers are available.
- Many opportunities for the Communication team to make information clearer and more readily available
- Need for more events
- We need to provide for the parents who are not as heavily engaged in the school activities
- Opportunity to support parents with resources and events to support kids – home tools and in-person
 - Might be more relevant to grade 2 incoming parents; need to check with other teachers on whether resources are useful for older kids.

Constitution

- Need to review the constitution in several areas – number of voting members and assignment of votes to roles, frequency of absences.
- Proposal to update the constitution in the fall
- Constitution to be signed by the co-chairs at the first meeting
- Elections for the new Council should be based on the new structure.

Next meeting to be held on Wednesday, October 2nd at 7:00pm.