

DATE Tuesday, April 23, 2019
MEETING # 7 (2018-2019 school year)
MEETING LOCATION staff room
NEXT MEETING Tuesday, May 21, 2019

START TIME 7:11 PM
END TIME 8:40 PM
OF INDIVIDUALS PRESENT 7 (incl. principal)
VOTING 6 (quorum = 7)

VOTING MEMBER	NAME	ATTENDANCE	POSITION	RETURNING MEMBER	NEW MEMBER
N/A	PRINCE, Dane	PRESENT	Principal	n/a	
1	AKALJAN, Kanagaratnam	PRESENT	Member	X	
	AKALJAN, Kirushanthi	ABSENT	Member	X	
2	ASIMI, Adam	PRESENT	Treasurer	X	
3	CHAN, Elsa	PRESENT	Chair	X	
4	HO, Rita	ABSENT	Member	X	
	HUANG, Andy	ABSENT	Member	X	
5	KHERA, Manju	ABSENT	Member	X	
6	KOMOLAFE, Bola	PRESENT	Member	X	
	KOMOLAFE, Peter	ABSENT	Member	X	
7	MAHALINGAM, Sancha	PRESENT	Secretary	X	
8	MIRZA, Bilal	ABSENT	Member		X
9	PATIL, Vishakha	PRESENT	Member	X	
10	SATCHI, Luxman	ABSENT	Member		X
11	SHAIKH, Anushka	ABSENT	Member	X	
	SHAIKH, Saquib	PRESENT	Member	X	
12	SHANMUGATHAS, Abirami	ABSENT	Member		X
13	THINAGARIPPILLAI, Nathan	ABSENT	Member	X	

WELCOME: CALL TO ORDER

- sign-in sheet circulated by Secretary
- meeting called to order by Chair @ 7:11 PM
- 7 participants, including Mr. Prince; 6 voting members - therefore, if there's anything to vote on, will do via email b/c we don't have quorum today (then 7th member attended meeting – so can vote)
- adoption of previous meeting Minutes
 - meeting #4 on December 19, 2018: approved
 - meeting #5 on February 19, 2019: approved
 - meeting #6 on March 19, 2019: approved

TREASURER'S REPORT

- as previously mentioned, Treasurer updates report as he receives statements
- current balance = **\$7,668.63**
- once \$600.00 funds taken for G8 graduation balance will be \$7,068.63
- credit: \$2,237.91
- debit: \$1,998.70
- speaker cost has gone through (\$565.00)
- report approved

FUNDING FOR MATS

- gym mats funding request was for approx. \$2,500.00 (NB: this # is incorrect; later corrected - correct amount is approximately \$4k) – can we fund this?
 - question posed to Principal: anything more pressing in terms of funding requests? answer: no
 - however, per Principal, we can wait till start of next year (as it gets warmer, kids are moving outside)
 - **defer this decision re: mats to next year**

FUNDING FOR GRADE 8 GRADUATION

- \$600.00 in funds have been earmarked for G8 graduation
- in previous meetings we said we would further discuss PSC contribution
- last year, we decided to provide \$15 per student graduating
- per Principal: number of students graduating has been going down
 - next year projected to be @ 36 graduating students (reflective of current grade 7 student body, as of today)
- cost of graduation, as per Principal: \$3,116.92 (with tax) – NB: could be a little less
- total includes everything except DJ, decorations, additional items like photo booth
- students will be charged \$50.00
- parents do not attend the dinner and dance; after the ceremony, students are dropped off at the venue by their families
- this year, 41 G8 students are graduating (based on information Principal has at this time)
- therefore, if each student pays \$50.00 = \$2,050.00 towards cost
- last year, we believe PSC contributed \$750.00 (based on an estimate of 50 students graduating, \$15/student)
- if students are charged \$40.00 this year (what students paid last year) = \$1,640.00 towards cost of G8 graduation
- can we increase our contribution to \$20.00/student given #s is staying below 50?
- next year, if funds permit, we can look at an increase?
- **vote to move funding support from \$15.00/student to \$20.00/student for Grade 8 graduation:**
 - **motion passed with all 7 in favour (unanimous)**
- we can look at a “top up” depending on how “healthy” our account is, based on the fundraising we’ve done, etc.
 - **at the end of April, if funds look “healthy”, then PSC should look at a motion to increase our contribution to the G8 graduation**
- extra items, such as photo booth, would be funded by the school (while students would decide on the theme, etc.)
- discussion re: providing a further contribution of \$500.00 to the \$20.00/student (= \$820.00) already agreed upon
 - **we assume Chair will be able to get a donation of \$500.00 from the Ratepayers Association**
 - however, in the event we do not get this donation this year, we still have the funds to “top up” our G8 graduation contribution with an additional \$500.00
 - assuming we provide the \$500.00 “top up”, the #s would look like this
 - cost of G8 graduation (with taxes) = \$3,116.92 (cost of venue, etc. minus DJ and decorations, etc.)
 - DJ = \$600.00
 - student contribution = \$1,640.00 (\$40.00 x 41 students)
 - PSC funds = \$820.00 (20 x 41 students)
 - PSC funds “top up” = \$500.00
 - therefore

$$(\$3,116.92 + \$600.00) - (\$1,640.00 + \$820.00 + \$500.00)$$

$$= \$3,716.92 - \$2,960.00$$

$$= \$756.92$$
 - thus, this would bring the school cost down to **\$756.92** and would give the school flexibility to add a few hundred dollars to help Student School Council (NB: the school would also be purchasing balloons, decorations, etc.)
 - as mentioned before, while we expect to get the RPA donation, we are still OK in the event we don’t

- per Treasurer, b/c we didn't have a Spring Cost Share this year, we have some extra funds; therefore, we have the funds to help more with the G8 graduation this year
- more #s
 - \$7,668.63 (current balance)
 - \$6,848.63 (balance after \$820.00 put towards G8 graduation, \$20/student)
 - \$6,348.63 (balance after \$500.00 "top up")
 - NB: without taking into account the \$500.00 we hope to get from the RPA
- re: funds in account at the start of the next school year
 - per Secretary: should we determine amount we should have at the start of the next school year and use the remaining amount on the current year's funding requests/needs?
 - like to start the year off with at least \$3,500.00 or \$4k; this year we started with \$6,341.36
 - per Principal: superintendent advised don't want a large carry over of funds into following school year; families who are helping to fundraise should benefit from the funds that particular year
 - side note: **Track and Field bussing to be discussed**
 - most outstanding money we need is for pizza
 - question from Principal to Chair, do we need funds for first pizza order at the outset?
 - per Chair: no; Chair indicated order not put in until funds collected from orders
 - even in the event we offer a free pizza slice to students at the start of the school year, this usually comes out of our "pizza bank" rewards (we accumulate points over the course of the year as we make orders via Pizza Pizza) – so we don't use our raised funds to pay for the free pizza lunch
 - therefore, there's nothing pressing at the start of the school year (unless we account for the matting)
 - NB: distinction to be made between a general large carryover of funds vs. funds earmarked for a specific item for the following school year (and, therefore, not in contradiction with Board directed mandate)
 - Fall technology Cost Sharing should be considered
 - per treasurer
 - with the \$820 contribution to G8 graduation and the proposed \$500.00 top up, we would have a balance of \$6,348.63 (without the \$500.00 RPA donation)
 - removing the \$300+ amount and assuming we end the year with \$6k in the bank, we will start our next school year with \$6k
 - \$2,500.00 for mats in September (NB: see below full cost of mats which is closer to \$4k)
 - = \$3,500.00
 - \$1,410 cost of 1st pizza orders (approximate amount we spent in November for pizza)
 - = \$2k approximately we can spend this current school year
 - this amount of \$2k doesn't include funds we are likely to raise from our 1st pizza orders (at least a couple hundred dollars), the RPA donation of \$500.00 we expect, and the 348 and change not included from our current balance or any donations school may get from Boxwood families
 - **vote to contribute a further \$500.00 towards Grade 8 graduation**
 - **motion passed with all 7 in favour (unanimous)**
 - based on above assessment, we have \$2k to spend this year
 - **Principal will send any more funding requests to Chair**
 - question from Secretary: do we need funds at the start of the year for Cost Sharing?
 - per Principal: historically, we've never done CS before we generated funds
 - want to try to keep student charge between \$40.00 and \$50.00; but with PSC's contribution of the further \$500.00, Principal likely to keep cost to students @ \$40.00/student
 - we've identified more flexibility re: funding, especially given YRDSB's policy re: spending funds in the year they're raised in

PRINCIPAL'S UPDATE

- upcoming events
 - April 24 - May 2 Scholastic Book Fair
 - May 2 @ 2 PM Talent Show (some students were selected to perform; email sent)
 - May 2 @ 6:30 PM Math Night
 - May 3 Grades 4-8 Track & Field Day (Boxwood selection for T&F)
 - May 6 - June 5 Ramadan
 - May 10 Jump Rope for Heart Assembly
 - May 15 Alectra Utilities Presentation (re: electrical safety)
 - May 20 Victoria Day holiday (no school)
 - May 21 Parent School Council meeting
 - May 22 - 31 EQAO (Grades 3 & 6)
- Ramadan considerations
 - field trip considerations
 - physical activity considerations
 - we don't have to worry about graduation happening around the same time as Ramadan this year
 - library will be a space for kids who are fasting or space for them to pray (lunch considerations so that children who are fasting aren't with other kids who are having their lunch)
 - conflict: Welcome to Kindergarten conflict w/ Ramandan
 - originally slated for May but now June
- math professional learning update
 - the final assessments were administered
 - gave students same assessment after lessons taught (to track how much students improved)
 - Principal marked them all last week
 - most of the school focused on fractions (Grades 1 to 8, except Ks)
 - of JKs, only a group of students were assessed (not all) while all SKs were assessed
 - Ks: number groupings, etc.
 - the tasks were focused on curriculum expectations and, where appropriate, past EQAO questions were used
 - Principal passed assessments used for Parent School Council to review
 - exact same questioned given at the start given at the end (NB: G1 and G2 student didn't start with fractions – they were given similar assessments, but not the same ones)
 - school is in the process of collating results and an **overall summary will be shared at the May meeting**
 - results will be discussed w/ staff at upcoming May meeting (general results, not specific)
 - will discuss next steps for students and the role of diagnostic assessments in the teaching-learning process to support a more targeted approach (backwards design)
 - looking at how to teach collaboratively; looking at expectations in a focused way
 - Ms. Brown is still providing professional learning opportunities for teachers to add to their mathematical instructional tool kit (i.e. how to effectively organize 60-minute math block)
 - looking to continue next year to track students; where did they start without any instruction
 - steps
 - gave students initial assessments
 - reviewed results (teachers)
 - students taught (teachers grouped some students, gave them lessons)
 - exact same questions used in assessments again (Grades 3-8)
 - Principal is now looking at how students are doing so they can be more targeted
 - we need to know where students are at the beginning, then check in at the middle and assess at the end
 - questions from Secretary
 - how long did it take, from start to finish? 6 weeks

- can parents access student assessments? yes, parents can access both assessments (approach class teacher who has the assessments)
 - what will happen next year? this year was costly b/c Principal had to get a supply teacher in and we will not get funding from YRDSB next year especially with the cuts that are happening; Principal will discuss at the start of staff meetings doing a diagnostic assessment and doing another one after some lessons (to this end, Ms. Brown is going to be looking at how to support teachers in creating assessments)
- Math Night
 - Amazing Race format
 - families will come to school and do specific challenges with their children
 - thinking of pre-ordering pizza
 - funds to purchase a gift certificate from Mastermind Toys for raffle prize (teams that finish the race) – maybe a \$50.00 gift certificate? **Secretary to get in touch with Mastermind Toys and update**
 - if Secretary is not successful, then vote for \$50.00 in funds towards Math Night to purchase said gift certificate?
 - not enough voting members as one Member Patil left the meeting earlier – **to vote by email**
- Fundamental of Math Parent Guide (A Parent’s Guide to the Fundamental of Math, Grades 1 to 8)
 - **will go more in depth at next meeting**
 - curriculum hasn’t changed but there’s definitely a focus in terms of what they want students to do in math
 - parent guide gives a good explanations and numbers
 - problem solving is important; conceptual understanding in important
 - Principal pointed out some focus expectations to Parent School Council
 - automaticity isn’t just about drilling
 - kids have different ways to understanding numbers
 - per Principal: in the past, kids were rewarded by how fast they could do a math problem (i.e. the mad minute - working through multiplications) - some students felt they “can’t do math” because they couldn’t do a particular challenge (“because I can’t do that, I am not a math person”)
 - the way that we instructed math benefitted some and didn’t benefit others
 - also, in the past, there wasn’t a lot of problem solving
 - some parents take issue with problem solving b/c kids know the question but aren’t getting an A b/c they struggle with the problem solving
 - math is definitely a focus at our school

HOW SCHOOL HANDLES DIFFICULT NEWS AROUND THE WORLD

- Member Shaikh wanted to know how the school was handling the news of what occurred in Sri Lanka over Easter Sunday
 - per Principal: in situations where there are tragic events the school approaches them on a case-by-case basis
 - news generally not discussed by the school b/c some kids are not aware of it (parents may not want their kids to know), some kids get upset, etc.
 - Principal sent an email regarding the YRDSB’s policy on such matters
 - teachers are asked to monitor students
 - **Principal will send another link that instructs how to talk to kids about tragic events**
 - per Member Shaikh: children bring back what they hear at school and, therefore, he asked the question
 - per Principal: case-by-case basis; kids don’t necessarily have to be in distress for teacher to get involved (they may simply be asking questions)
 - discussion re: how different children react to things differently

MEETING ADJOURNMENT

- meeting adjourned @ 8:40 PM