

MEETING DATE	Monday, January 11, 2016	START TIME	7:10 PM
MEETING #	5 (2015 – 2016 school year)	END TIME	8:50 PM
MEETING LOCATION	school library	# OF INDIVIDUALS PRESENT	10
NEXT MEETING	Monday, February 22, 2016	# VOTING	7

NAME	ATTENDANCE	POSITION	RETURNING MEMBER	NEW MEMBER
PRINCE, Dane	PRESENT	Principal	X	
CHIN, Kurt	PRESENT	Vice Principal		X
CHAN, Elsa	PRESENT	Co-Chair		
SANDHU, Taranpreet	absent	Co-Chair	X	
KADAKIA, Bina	PRESENT	Treasurer	X	
MAHALINGAM, Sancha	PRESENT	Secretary		X
CALVERLEY, Mindi	PRESENT	Teacher		n/a
ASIMI, Adam	absent	Member	X	
DEOL, Jaspal	absent	Member	X	
DOGRA, Nappinder	PRESENT	Member	X	
MITRA, Pranab	PRESENT	Member	X	
PANCHU, Bobby	PRESENT	Member	X	
PRASAD, Kashmir	PRESENT	Member		X
SUBRAMANIAM, Suganthini and SURESH, Sara	absent	Member (one household)	X	
THINAGARIPPILLAI, Nathan	absent	Member	X	

WELCOME: CALL TO ORDER (CO-CHAIR: CHAN)

- sign-in sheet circulated
- meeting called to order by Co-Chair Chan

APPROVAL OF PREVIOUS MEETING'S MINUTES

- approval of December 15, 2015 Minutes: adopted

TREASURER'S REPORT AND RELATED DISCUSSION

- school council account balance = **\$3,386** (after pizza from Term 1 and 1st set of Subway orders)
- \$75 allocated for 3 gift cards, should a winner come in (as discussed during Dec 15 meeting)
- re pizza, per Treasurer: are we continuing to order the extra pizzas?
 - per Co-Chair Chan:
 - she didn't order anything additional (whatever was leftover was from ordering the amount that we needed); we seem to be OK right now
 - volunteer pizza was the only extra one; extra pizza was only ordered in the first week (a cheese pizza)
 - per Principal: there was still some extra pizza b/c about 3 students were absent b/c they hadn't come back from vacation; it doesn't seem like we need order any extra pizza
- school jerseys:

- Ms. Smith was to get back to Council with some Qs answered by vendor; they were on break and **Ms. Smith will let us know once she gets info**
- Member Dogra reiterated Council's commitment to funding jerseys
- per Co-Chair Chan: it's just a matter of getting details from Ms. Smith (then we can vote and move forward)
- SCO
 - as discussed during Dec 15 meeting, we will not be charging parents the 3% surcharge on Subway orders or pizza orders (NB: the pizza orders didn't include the surcharge since they weren't on the SCO when the last order forms went out)
 - Subway: \$3.50 for 12 weeks = \$42.00
- Treasurer's Report approved

ADMINISTRATION UPDATE

- Cost Sharing (Council/school contribution and Board contribution)
 - when it comes to Cost Sharing, the school and Council's contribution are seen as one contribution (the school can contribute to CS through fundraising efforts of its own)
 - Council agreed to purchase a total of 10 Chromebooks (2 packages of 4) + 4 Lego Robotic Kits
 - total Council cost = \$1,718.64, Board = \$2,577.96 (this is 1.5 times the contribution of Council)
 - remaining amount we have to contribute (because there is a cap on Cost Sharing) = \$1,581.36
 - as per Member Mitra:
 - shouldn't Board's contribution be included in our Financial Statement?
 - other members noted that this information is already in the Minutes (which parents have access to online) and, as per Principal, there is a report at the end of the year that includes this information
 - Board's contribution
 - this year it is 1.5 times whatever the school/Council contributes
 - the contribution of the Board varies from year to year, depending on the school's enrollment numbers
 - amount is not solely based on enrollment #s; consideration is also given to the particular neighbourhood the school serves (i.e. if there are less funds in a particular neighbourhood, the Board will try to balance things out by increasing its contribution)
 - **Principal is working on a fundraising letter**
 - letter will provide relevant details re: the needs of the school, what Council has spent funds on, etc.
- review meeting norms (this review generally occurs every year)
 - team norms
 - Council members as members of the Council are equal
 - every member's opinion will be thoughtfully considered
 - each member should follow through with commitments and respect deadlines set
 - communication: respectfully; positively recognize and thank members for their contribution
 - Council member interaction in meetings: etiquette reviewed (no interruptions, etc.)
 - Council organization and function
 - team communication with other staff, community members and supervisors
 - team problem solving, conflict resolution and decision making
 - YRDSB school council handbook: provides policy, procedures, info about Board and the role of School Council
- library update (Ms. Calverley)
 - we now have a non-fiction area for primary students (K - grade 3)
 - it was hard for the younger students to reach non-fiction books before (tall and lots of books)
 - so, the school has created a little area just for the primary students
 - new shelving is coming – it'll be short enough for these young students

- the junior to intermediate level students now have their own area (where all non-fiction was housed before); the non-fiction section looks more cleaner b/c the primary books now have their own, separate space
- the carpet in the library was replaced with new tile (it looks much cleaner)
- as per Principal, and, as per what he presented during the last meeting (Dec 15), the school's 3 areas of priority are: technology, guest speakers and field trips
- presentation by Ms. Calverley re: technology: what we have and where we want to go
 - it's not about acquiring new technology; we need to replace the technology we currently have because a lot of it is old (this is the goal: replacing the old)
 - even a home computer has a life, and the same is true of the school computer even more so b/c they are heavily used by a lot of people (so they are failing due to age and constant use)
 - teachers and students are using iPads but administration is not getting requests for iPads; with last year's purchases of iPads, they have enough and feel supported in the iPad area
 - teachers and students are constantly asking for more computers; they are using laptops every day
 - teachers try to create program centres around the technology available in their classroom
 - we don't want students carrying computers down the hallways (accidents do happen); because we don't want students carrying them very far, we try to have a neighbouring classroom policy (to limit # of steps)
 - the school is interested in purchasing Chromebooks to replace failing computers
 - they are inexpensive compared to any laptop out there
 - we are trying to move towards Google and Google Apps (the Board is trying to move us towards that)
 - certain groups of students (because of their age) are comfortable using Google Apps, etc.
 - Ms. Calverley uses Google Classroom and calls it "amazing"
 - information re: school's inventory
 - school has some HP desktop computers; there used to be some of these in the library
 - the issue with them is that when you unplug them from the power source, most of them "fry" @ that point, and, then, you plug them back in and they won't start
 - they are about 15 years old (probably the same computers that school purchased when it opened)
 - issues: it's not the processor but a tiny battery inside (those batteries are basically failing – it's the heart of the computer) and you can't fix it; when you plug it in, there's a time date issue and you can't go past this
 - when the computer fails, because of an unplugging and subsequent re-plugging, the technician has to come back in to program them
 - the school gets a technician (Amin) coming in every Monday morning; our technician stays longer than he has to and he has a list of other things to deal with – i.e. Wi-Fi
 - the desktop issue has been hard to resolve in the limited time the school has the technician (who can't waste all of his time trying to reprogram the HP desktops)
 - in the past 2 years, 120 computers from Boxwood have been removed for failing
 - they are obsolete: they are so old they won't support Chrome, so they won't even support downloading Google Chrome, and, so, you can't run any Google Apps
 - 13 were just removed from the library; there are 20 more failed machines in various locations around the school that just haven't been picked up yet for electronic waste
 - it is likely that by the end of this year, all remaining desktops will fail (the technician has been told not to fix them – they are to be decommissioned once they fail)
 - dealing with them after they fail is also time intensive; the tech has to unplug them, gather them, store them till removal and also salvage them for parts
 - specific computers
 - HP Latitude 6930 (26 computers in school)
 - old and not covered by warranty any longer; age won't let them run Chrome

- been told by Special Education they can't load any SE programs or equipment to this
- most of them are in the library, rest are in the Kindergarten room, Grade 2 and Grade 3 (more Special Education students in higher grades)
 - HP Mini 5103 (used in grade 2 classrooms)
 - Dell Latitude 2120: also failing
- what does this mean and where are we now?
 - classrooms are equipped with ONLY their allotment of laptops, working desktops in classrooms are FEW to NONE (they may simply be in a classroom waiting removal) – there are no computer lab areas
 - almost every classroom is outfitted with a technology cart containing: LCD projector, laptop, document camera and speakers
 - you might see computers in the classroom, but this doesn't necessarily mean they are working (may mean they just haven't been removed)
 - no computer areas (except for library area)
 - details over what specific grades have in their classrooms
 - K-1: 5 iPads, 2 failing HP 6930 in each classroom, GR2 2 and 3: 6 laptops each, all of them are failing HP 6930, or the HP/Dell Minis
 - GR 4-6 classrooms: have 8 Dell Latitude 3330 laptops, which are no longer under warranty, but in working condition
 - GR 7 & 8 classrooms; have approx. 10 Dell Latitude 3330 or 3340 in each class, and about 4 iPads shared between 2 classrooms
 - bottom line: replace desktops and laptops; equipment is aging & each classroom has failing machines
 - we have 40 failing laptops in the school
 - think about: what is the ratio of students to technology that's important for our kids? we can talk about what's available, but, what would we like to have?
 - ideally: 2:1 student ratio (Ms. Calverley's goal) – obviously, our classrooms are well under this
- Co-Chair Chan: how do we compare with other schools?
 - Ms. Calverley: other schools have issue with desktops failing; some schools are ahead and others aren't (some are newer and have newer equipment)
- Ms. Calverley's Google Classroom
 - she's doing 2 Google workshops for teachers soon
 - why Chromebooks? Google Classroom! (GC)
 - teachers have to be on board with using it
 - Council asked about Edmodo; Board was promoting Edmodo (similar to GC)
 - Ms. Calverley: Google Apps are more comprehensive b/c we can do reports, Google slides, Excel sheets, etc.
 - teachers can create assignments on GC and kids can submit their work right to GC
 - GC isn't free; Board pays for it
 - like Edmodo, GC allows you to send emails
 - re: Board and Edmodo, again
 - Board was promoting Edmodo b/c of privacy issues with other systems
 - Member Dogra: where does the board stand with regard to GC? we have a system in place already
 - per Principal: GC is another option available to schools
 - per Secretary: Principal mentioned in the past, when asked about Remind app, that teachers were not encouraged to communicate via email given the varying technological aptitude among teachers

- how does Board/Principal reconcile this particular perspective with the promotion of technology-driven programs like GC, etc.?
 - GC is not about emailing students directly
- parents do not have direct access to GC; they can access it if they know their child's student GAPS (Gmail account within educational setting) account information
- re Edmodo again:
 - VP brought up some information re Board approved programs
 - "green" approved tools include Google Apps
 - "red" tools are not approved (i.e. Dropbox) – Edmodo is now on this list
- Ms. Calverley and Ms. Brown also use Google forms survey (for example, it's used to get student reading responses)
- while all students have a GAPS account, primary grades generally don't start using their GAPS account until about GR 3/4; iPads are better for primary grades
- Member Dogra: it's great we have this information (the details on what computers classrooms have) – Council has wanted this information for many years now
- Member Dogra: doesn't want to micromanage child's schooling; don't want to see what's exactly being done in class – wants to see, overall, what's happening in class – so if this could be implemented, great (as a parent, that's what he's looking for)
- per principal: some people use different platforms (i.e. Reminder app) – GC is better than what's come before
- not all teachers on board with this (Ms. Calverley has a min. of 10 coming on board – there is interest)
- Principal: strategy is to show teachers how GC adds value
- Ms. Calverley: we are definitely in need of replacing computers
 - goal is to have 2 students to every computer – but this is not where we are at
 - as we go up in grades, we'll need more computers
 - Ms. Calverley **will prepare for Council, in spreadsheet form, what needs to be replaced, per classroom**
- Chromebooks
 - when get Chromebooks, will bring good computers downstairs and remove old computers
 - so far, we have 18 coming in
 - 8 ordered by Principal
 - 10 ordered by Council
 - options in purchasing Chromebooks (of school, not Council)
 - Principal can buy out of operational budget (but he has to pay full price)
 - Cost Sharing
 - Council can purchase separately by paying full price
 - issue: we have a cap for the funding formula - there is a maximum amount that can be ordered via Cost Sharing
 - Council can purchase Chromebooks @ full price (no cap); no cap if we purchase on our own, pay full price
 - Chromebooks @ full price = approx. \$379
 - Mrs. Calverley: ideally, Council should maximize Cost Sharing cap and try to add every year (approx. 8 Chromebooks)
 - Treasurer:
 - Council can order 10 more Chromebooks by paying full price (by using Term 2 pizza lunch funds)
 - so, Council would max out Cost Sharing every year and *this* year, we can purchase Chromebooks directly (no Cost Sharing) and pay full price
 - we'd still have funds from Term 3 pizza funds
 - Spring cost sharing: February

- Council can purchase another 10 from 2nd Cost Sharing
- Principal can look @ operational budget and add, if possible (no firm commitment, and all contingent on whether there is room in the operational budget)
- therefore, re: Chromebook purchase:
 - **8** (Principal already ordered via operational budget, paid full price) + **10** (via Council and has been ordered, via Cost Sharing) + **8** (Term 2 pizza funds, to pay full price) + **10** (2nd Cost Sharing in February) = **36 Chromebooks** for this year
- when asked, Mrs. Calverley was clear that technology is always used – there is never an issue of non-use
- Co-Chair Chan **will send out email re purchase of Chromebooks @ full price with Term 2 pizza funds** (b/c we don't have quorum)

FUNDRAISING

- additional fundraising:
 - donation letter: **make this the full priority of next meeting** (fundraising letter b/c this will inform the call for donations)
 - essentially, it will be a fundraising plan, in hardcopy, communicated to parents
 - letter will also ask for donations (given the fundraising plan presented to parents)
 - Treasurer suggested that letter be sent out before March break vs. near end of school year
- pizza lunch
 - term one is ending this month, Co-Chair Chan **will send out next flyer**
 - whatever Co-Chair Chan gave last time was and can be recreated as submitted, so, then, why was there an issue with the Subway flyer?
 - Principal isn't sure, he'll **have to ask Heather York**
 - Co-Chair Chan will prepare flyer and send it this week and then can resolve issues if school staff can't shrink
 - this past Friday, January 8, Famous Pizza didn't have enough dough to fulfill order (due to late order), therefore, Pizza Pizza was contacted and they were able to complete order
 - Council was able to use the credit we have with Pizza Pizza
 - feedback: Pizza Pizza pizzas were hot and well-received (perhaps made closer to delivery time)

SCHOOL CALENDAR

- PA days: Friday, January 15 and Monday, February 1
- report cards: February 18
- grade 4 – 8 students will be bringing letter home re: skiing at Dagmar
- school looking to hold Math Night in March/April
 - **to be discussed at next meeting**
 - **VP is leading this and will share information with Council in the future**

PARENT MEETING

- as per Member Panchu: he'd like to get started on the grade 8 grad parents committee – **to be discussed**

MEETING ADJOURNMENT

- meeting adjourned at 8:50 PM
- approved