

Boxwood P.S. Parent School Council Meeting Minutes

Meeting Date: October 22, 2013 (Meeting #2)

Start Time: 7:13 pm

End Time: 8:42 pm

Next Meeting: Monday, November 18, 2013

	Name	Position	Returning Member	New Member
Attendees	Catherine Arnold	Principal	x	
	Ruth Carmichael	Vice-Principal	x	
	Bobby Panchu	Co-Chair	x	
	Pranab Mitra	Co-Chair	x	
	Tas Saleem	Treasurer		x
	Elsa Chan	Secretary	x	
	Napinder Dogra	Member	x	
	Kulvinder Rai	Member	x	
	Sharon Rambanan	Member		x
	Jaspal Deol	Member	x	
	Anjula Sukumar	Member	x	
	Bina Kadakia	Member	x	
	Anwar Nadeem	Member		x
	Claudia Coore	Member		x
	Rashmi Gogna	Member		x
Niroshi Moonemalle	Member		x	
Inderjit Mudhar	Member		x	
Regrets	Jagdeep Singh	Member	x	
	Adam Asimi	Member		x

Previous Meeting's Minutes

- Previous meeting minutes from September 23, 2013, first meeting of 2012/13 school year, reviewed and adopted by all attendees

Treasurer's Report (provided by school for this meeting)

- Opening Balance - \$3 870.82
- Closing Balance - \$8 298.93
- Tas needs last spreadsheet

Technology Presentation (Brad McQuirter, Boxwood Technology Program Lead)

- Presenting using Tech carts; each cart includes LCD projector, speakers, sub woofers, laptop to use with projector and 5 mobile laptops
- Philosophy of program is putting technology in hands of students in each classroom
- 5 laptops are a specific model which are easy to stack
- These complement the desktop computers in each classroom (8 in intermediate, 5 in junior)
- YouTube video the promotes "blended" learning i.e. partnering face-to-face and learning using the computer
- Evolution to smaller and more portable, also use of "Clouds" to store information which enables greater accessibility
- Boxwood goal is to have a tech cart in every classroom with a document camera (projects images onto a large screen)

Boxwood P.S. Parent School Council Meeting Minutes

- All classrooms equipped with whiteboards that Boxwood can leverage and would like to move towards a more interactive Smart Board method e.g. Mimio teach bar and rechargeable stylus (Mimios are currently not part of cost sharing program but will be)
- Tools with an internet connection gives classrooms access to a whole new level of interactive learning tools e.g. Tagxedo, Moodle, Desire to Learn, Google Docs and Apps
- School Improvement Plan (SIP) can be shared with Council after Catherine presents to Board
- Cost sharing ratio this year is 1:1.5 i.e. for every computer we buy, Board will supply 1.5 computer
 - Better to get application in so school can benefit this year in a timely manner and not

Technology Related Discussion

- Each cart costs approx. \$2 300 total (\$1500 + \$800 doc cam), laptops to complete carts already on hand in the school (Catherine/Brad to follow-up)
- Napinder questioning Bring Your Own Device program currently being piloted in Mr. Sharma and Ms. Royce's classrooms
 - Agreement that parents are being asked to sign seems strictly a waiving of liability
 - Accessible content and websites are managed via the school WIFI and network i.e. only school approved websites that enable and support learning are accessible
- Claudia saying moodle being used but may not be easiest to use or being used appropriately by students
 - Are there now too many tools? Tech tools and websites seem to be replacing the agenda making it difficult for parents to keep track of what students are doing and how they are supposed to be used
- Claudia brought up concern that using this level of technology could potentially create a 2 tier learning system differentiating students by income level; this is concerning and not every parent will agree with this
- Requesting communication to parents not only about hardware but also the software so parents are knowledgeable, not left behind and are able to understand and support student learning at home
- A lot of good discussion, especially around software, guidelines and parent awareness. We can revisit this another time (assignment TBD)
- Move forward with purchasing decision while we also move in parallel with putting together strategy, guidelines and addressing technology for students of all backgrounds
- Put onus on each teacher to follow a specific communication strategy to send home to parents

Council Funding Requests 2013/14 School Year

- Franklin has funding request for special needs students
- Catherine/Bobby will email request details out for review and subsequent discussion
- Parents to review and be ready to discuss next meeting

Holiday Fundraising Idea (Ruth)

- Cookie dough sale best opportunity is right before the holidays
- QSP is supplier and cookie dough surpasses healthy school guidelines
- **Friday, November 1-** kick off assembly
- **Tuesday, November 19** – orders forms are due for return to school (over 2 weeks to order)
- **Tuesday, December 10** – cookie dough orders available for pick up at Boxwood (3 weeks to fulfill)
- Council will need to help assemble student packages, distribute when it comes in, count money
- Ruth brought sample cookies for Council to sample and assess idea
- Has potential to generate 35% if below 336 units sold, above 336 is a 40% profit
- Risk free fund raising as no initial cost needed to get started
- All voted in favour to proceed
- Elsa and Tas to prime

Boxwood P.S. Parent School Council Meeting Minutes

School Admin

- New website set to launch Oct 30
- New site will have a brand new calendar that you can customize the view to preference
- When new site launches, old site will be shut down
- New site url: <http://www.yrdsb.ca/schools/boxwood.ps/Pages/default.aspx>

Follow-up and Action Items

OPEN Items	Owner	Due Date	Status
1. Validate the minimum Council quorum number as specified by the Board.	Ruth	Next Meeting Nov. 18	Open
2. Review Fundscrip program changes and assess feasibility as viable fundraising option for this year. Shipping and distribution challenges prevented Council from leveraging this last school year.	Elsa	Next Meeting Nov. 18	Open
3. Parent Survey	Bobby Pranab	Review Oct. 22 Execute Nov. 18	Open
4. Parent Council write-up for website launch communication	Bobby	Oct. 30	Open
5. Send last treasurer's report to Tas	Bobby/Catherine?	Nov. 18	Open
6. Distribute Special Need's students funding request submitted by Ms. Fitzgerald. Council members to review and be ready to discuss.	Bobby/Catherine?	Nov 18	Open
7. Communication around Technology to parents so there is better understanding of the role of technology tools in the classrooms and guidelines and expectations of their use. Address both hardware and software.	Bobby/Catherine?	Nov 18	Open

CLOSED Item	Owner	Due Date	Status
1. Secure a supplier/donator for Fall Apple Fund Raising – 80 were wrapped and sold for \$0.50 to \$1 each – approx. made \$60	Tas	Apples Oct. 7 Sell Oct. 10	Closed
2. Make request for Brad McQuirter come to next Council meeting to present the school's current technology need and funding ask.	Catherine	Next Meeting Oct. 22	Closed