

MEETING DATE	Tuesday, September 20, 2016	START TIME	7:14 PM
MEETING #	1 (2016-2017 school year)	END TIME	8:55 PM
MEETING LOCATION	school library	# OF INDIVIDUALS PRESENT	10 (includes principal)
NEXT MEETING	Tuesday, October 25, 2016	# VOTING	9

NAME	ATTENDANCE	POSITION 2016-2017	RETURNING MEMBER	NEW MEMBER
PRINCE, Dane	PRESENT	Principal	n/a	
CHAN, Elsa	PRESENT	Co-Chair	X	
KADAKIA, Bina	PRESENT	Co-Chair	X	
MITRA, Pranab	PRESENT	Treasurer	X	
MAHALINGAM, Sancharieni	PRESENT	Secretary	X	
DOGRA, Nappinder	PRESENT	Member	X	
HO, Rita	PRESENT	Member		X
KOMALAFE, Bola	PRESENT	Member		X
PATIL, Vishakha	PRESENT	Member		X
SUKUMAR, Anjula	PRESENT	Member	X	

WELCOME: CALL TO ORDER (7:14 PM)

- sign-in sheet circulated
- meeting called to order by Elsa Chan, last year’s Chair
 - thank you to everyone for attending and investing your free time
- outline of today’s meeting
 - today: take care of some housekeeping and some quick planning to set us up for the year
 - as per email, we can get through the elections and get the year started off on the right foot (all the sooner we can get started on activities, especially fundraising)
 - can decide on meeting dates
 - get an update on the Treasurer’s Report
 - a few outstanding transactions we want to close up as well to get the books balanced
 - Elsa Chan has 3 open action items from the end of last year that we can quickly follow up on
 - Principal can then give us his updates and school calendar
 - instructions going around
- NB: Boxwood has only one principal – no VP this year (Principal will discuss the reasons for this)

SCHOOL COUNCIL (PER PRINCIPAL)

- welcome back on behalf of all the staff and thanks for all the efforts and the work SC does; students have benefitted
- purpose of SC: promoting student learning and family and community engagement
 - one idea to get more parents to attend SC meetings: having topics that parents would find engaging and ones that relate to their child’s experience at school (i.e. homework, nutrition)
- we are always looking at equity; how do we support all of the students?
 - for example, last year’s SC was cognizant of the pricing of food and whether students were able to afford them
- Student Improvement Plan
- give advice to you on school related matters; if you hear or see something, approach SC and say, “I think it could work this way” - or give feedback to principal

- SC members also talk to other people about SC; the Principal is just one person, but parents have different relationships with other parents
 - SC has put many efforts over the years to financially support school (i.e. Bingo Night, pizza lunches)
 - school uses those funds to support things at school
 - b/c we use a lot of technology - have purchased items with funds raised by SC
- to be a School Council member:
 - can't be employed by school
 - child has to be at school
 - one parent per household for voting (but any number can attend)
- we have to have at least 4 meetings a year
- majority of parents have to be present to make decisions (quorum)
- decision making: we strive to have consensus, however, sometimes that doesn't happen (then we vote)
- elections: parents may be elected or it can be appointment based (depending on what's happening with that particular council)
- members for executive positions can be nominated or self-nominated
- executive positions:
 - Chair or Co-Chair (Principal likes idea of co-chairs sharing responsibility)
 - Treasurer
 - Secretary
- can have private/secret ballot
- last year's committee dissolved and new committee has to form
- the parents in attendance today are this year's SC
- if someone is not here, can they be nominated? no
- NB: Member Prasad of last year's SC is absent but will be returning this year as a member
- Principal went through SC forms sent out to parents

SCHOOL #s AND TEACHERS

- 384 students this year
- last year = 406
- we were projected to have 350, but had a number of new registrations
- some schools are losing teachers and some are gaining b/c they have less or more students
- balance resources
- what they factor in is that are the primary caps (NB: primary grades = 1-3)
 - classes can't be over 20 students (grades 1-3)
 - older grades: just an aiming number which can be exceeded (like 25)
 - kindergarten: max of 30
- JK and SKs have two staff and a teacher (that's why they go up to 30 students)
- we've kept a lot of our teachers
- Principal was hoping to get another teacher b/c the junior classes (grades 4 and 5) are quite full @ 30 students
- Grade 7s are in the high 20s
- 2 new replacements: Ms. Brown is on maternity leave (Mr. Kim has taken over for her) and Mr. McCaw left (retirement)

SC EXECUTIVE POSITIONS

- discussed rules re: election when, etc.
- suggestion by Member Dogra: form sent out to parents re: SC positions should clearly state that parents have to be present at the first meeting to be elected (**Principal will add it to his advertisement** but can't change form b/c it's a YRDSB form)

- per Chair: there are 4 roles - 2 Co-Chairs, Treasurer, Secretary
- express of interest:
 - Chair Chan is interested in being one of the Co-Chairs
 - Treasurer Kadakia would like to try being the other Co-Chair
- we have two Co-Chairs, we have a Secretary, we need a Treasurer
 - Member Mitra volunteered to fill the position of Treasurer

GENERAL FUNDRAISING & FINANCES

- \$3,103.60 = ending balance
- SCO surcharge
 - everything is done through SCO (option of paying via SCO or cheque)
 - we spent \$324.00 for online fees
 - we absorbed the cost of the SCO surcharge last year
 - this year, we should get parents to pay cost
 - Principal doesn't think this will impact sales negatively
 - per Principal (explanation re: surcharge)
 - all funds are processed via the School Online Cash system
 - there's an admin charge of 3%
 - last year, with pizza and subs, School Council absorbed the cost
- per Co-Chair Chan (re: fundraising)
 - last year, the School Council funded the following items (lots of technology since it's important and continually integrated into the curriculum and classroom day-to-day)
 - Chromebooks
 - Dell laptops
 - Lego Robotic kits
 - purchased new school team uniforms
 - Grade 8 graduation (\$600.00 to be used as needed)
 - School Council's contribution made an impact b/c computers used heavily
 - jerseys: kids love them (as per Principal)
 - first instalment taken into account in last year's budget; final instalment is in December and hasn't been accounted for (possible we can get another donation via the RPA)
 - pizza lunch orders were lower b/c we have less students
 - also: younger kids preorder (Ks, for example, while older kids pay cash)
- **need to document SCO contingency plan** - in the event of an interruption, how to keep things going so we don't disrupt fundraising
 - Chair explained: last year, b/c of office staff strike parents couldn't move forward with fundraising b/c there was nobody to make deposits
- b/c we have fewer students this year, does it change our funding picture? we were already at the lowest
- for computers, YRDSB offers a program: Cost Sharing
 - we can spend a certain amount of money and Board matches it w/ an amount for computers (not a huge amount but good)
 - this is where SC put a lot of its funds and it was helpful in getting computers

BOOSTER JUICE SAMPLING (FUNDRAISING)

- Chair introduced smoothie samples
- they are in line with the healthy school, healthy eating philosophy
- would get it on different day of pizza, etc.
- larger sizes provided (appropriate for Gr. 8)

- small size: 355ml
- there's one in between the larger one and 355ml
- full serving of fruit based on size they get for age
- one flavour for whole season? **Co-Chair Chan to find out**
- samples:
 - Cranberry Cyclone (bananas, pineapples, raspberries, cranberries)
 - Pineapple Chill (strawberries, pineapple, bananas)
 - Mango Mania (mango, strawberries, passion fruit, guava)
 - Starberry (strawberries, passion fruit, guava, bananas)
 - Berry Blossom (strawberries, blueberries, raspberries, passion fruit guava)
- they make them ahead and put them in freezer for distribution (so they will be cold when they reach students)
- they do a school on Wednesdays; maybe we can do a different day?
- of the samples, SC liked: Cranberry Cyclone, Pineapple Chill, Starberry and Mano Mania
- you pay for what you get - real fruit
 - small one = \$3.25
 - larger size = \$5.00
- depending on what we get, we may get a different deal
- \$5.75 and \$8.00 with wrap (we'll charge more to make a profit for fundraising - so maybe just smoothie only?)
- suggestion: let's keep it all small vs. different sizes or large size
- we are going to go with the 355 ml (4 choices noted above) and no wraps
- **Co-Chair Chan is to talk to them to see if we can get a better deal**

PIZZA FUNDRAISING

- pizza fundraising can start as soon as Co-Chair Chan sends out form
 - she has to do new grids
 - plan: ask for forms back on Tuesday, after PA day?
 - if Co-Chair Chan can **get form to principal by Friday morning**, then Principal can have forms go out with students that day
 - if we send it out Friday, ask for forms to be returned by Wednesday 28th (giving parents a day after PA day)
- start pizza on Friday, October 7 (12 Fridays)
- **Co-Chair Chan will take a look at how we split the pizza days**
- are we continuing with Famous Pizza - is owner still in business still there?
 - Per Co-Chair Kadakia: was same owner two weeks back
 - if we don't go with Famous, then Pizza Pizza
 - we'll stick with Famous and look at PP later if we need
- for every slice, child has to pay .05 more, so shouldn't we get them to pay the surcharge so we can purchase a computer?
- how much are we going to charge per slice on the order? 1.50 per slice + 3% would be \$1.55
- so parents pay for surcharge - all in favour

ADMINISTRATION UPDATE (PRINCIPAL)

- extracurricular activities
 - Intermediate Boys and Girls volley ball (7s and 8s)
 - later on, we will do mixed volley ball (4-6)
 - cross country (4-8)
 - last year none of this was happening b/c of strike
 - we have many different activities that happen throughout the year: knitting club, etc.
 - we also have house leagues (primary house league, Jr. and intermediate)

- some upcoming dates
 - error on the newsletter: PA on Monday 26th, not on the 28th
 - Terry Fox walk coming up Tuesday
 - busy end of the month
 - Markham Fair trip: 1-6
- PA days, students don't come to school but teachers do
 - training happens on PA days
 - anaphylaxis
 - WHMIS (Workplace Hazardous Materials Information System)
 - any other safety training
 - lock downs
 - fire drills
 - evacuation
- some curriculum information
 - big focus on math
 - our math scores (EQAO) is at the provincial level (preliminary results)
 - language scores are really high while our math scores are more in line with the province
 - is our math performance in line with the decrease overall? yes
 - idea for "hot topic" for parents: how to supplement traditional math lessons (issue btwn. traditional vs. flexible)
 - some discussion re: the math curriculum
- we rec'd funding again this year (\$850.00 via PRO, Parents Reaching Out grant)
 - we're looking to focus on the lesson
 - parents experiencing the lesson that their children would receive
 - what that lesson looks like, how it's similar and different to what we as parents as students
- Curriculum Night: Thursday, October 6
 - see teachers, routines, thing in the classrooms, not an opportunity for an interview
- parent-teacher interviews November 24 and 25th (**will be putting that in the upcoming newsletter**)

PARENT ISSUES

- we want more communication b/w teachers and parents
- when one member asks her son what he did at school, he replies, "not much"
- parents are unsure about what's happening in the class
- Member Sukumar noted that her teacher's class has email
- Principal is really working on ways to maintain communication with parents - the more you communicate with parents the less anxiety they have
 - again, we have to take into consideration that different teachers have different levels of comfort with technology
- suggestion for Principal for PA: can he discuss with teachers whether they'd be willing to let parents know, ahead of time, the specifics of what they're going to be teaching (so parents can prep students)

SCHOOL COUNCIL MEETINGS (DATES)

- last year it was Mondays, this year: Tuesday

October 25	November 22	December 13	January 17	February 21	March 21	April 18	May 23
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- June 13 (tentative)

MEETING ADJOURNMENT

- meeting adjourned @ 8:55p