

DATE	Tuesday, September 26, 2017	START TIME	7:07 PM
MEETING #	1 (2017-2018 school year)	END TIME	8:28 PM
MEETING LOCATION	school library	# OF INDIVIDUALS PRESENT	13 (incl. principal)
NEXT MEETING	Tuesday, October 24, 2017	# VOTING	*13 (quorum = 7)

NAME	ATTENDANCE	POSITION	RETURNING MEMBER	NEW MEMBER
PRINCE, Dane	PRESENT	Principal		n/a
ASIMI, Adam	PRESENT	Treasurer (2017/2018)	X	
CHAN, Elsa	PRESENT	Co-Chair (2016/2017) Chair (2017/2018)	X	
MAHALINGAM, Sancha	PRESENT	Secretary (2016/2017) Secretary (2017/2018)	X	
AKALJAN. Kirushanthy	PRESENT	Member		X
HO, Rita	PRESENT	Member	X	
KADAKIA, Bina	*ABSENT	Co-Chair (2016/2017)	X	
KHERA, Manju	PRESENT	Member		X
KOMALAFE, Bola	PRESENT	Member	X	
MALIK, Faisal	PRESENT	Member		X
PATIL, Vishakha	PRESENT	Member	X	
SHAIKH, Anushka	PRESENT	Member		X
SHAIKH, Saquib	PRESENT	Member		X
THINAGARIPPILLAI, Nathan	PRESENT	Member	X	

WELCOME: CALL TO ORDER (7:07 PM)

- sign-in sheet circulated by former Secretary
- meeting called to order by former Co-Chair Chan
- previous Co-Chair welcomed returning and new members to School Council
 - we are always looking for fresh faces b/c we have better discussions, broader perspectives and can determine where we want to spend money and focus on what's in the best interest of our kids
- previous Co-Chair Chan introduced herself
- School Council
 - we will determine how many people we have as part of the Parent School Council
 - determine quorum or majority we need to pass decisions
 - one vote per household (so husband and wife team gets one vote)
 - all the roles are up for filling (former Co-Chair and Secretary are in their former roles today until the new Executive is elected)
 - commitment is once a month
 - those who take on specific roles will have a bit of additional work
 - we may have subcommittee for specific things (i.e. when helping the Principal with something specific)
 - commitment is about 1.5 hours/a month as a member
 - as soon as we meet quorum, decision gets passed
 - SC meetings are where we can ask questions with regard to the school
- roundtable introductions
- Principal: happy to see new faces; a goal of School Council in past year has been to get more parents to attend meetings

SCHOOL COUNCIL INFORMATION (PRINCIPAL'S SLIDESHOW)

- purpose and role of council
 - promoting student learning, family and community engagement in support of student achievement and well being in an equitable and inclusive manner
 - i.e. Math Night
 - participating in the development and implementation of the School Improvement Plan
 - communicating with, and providing ongoing advice to, the Principal on school related matters
 - feedback helps the Principal do his job better
 - collaborating with the Principal to coordinate community resources that support student learning, achievement and well-being
 - understanding and communicating w/ members of the community about the roles and responsibilities of SCs
 - pSC (parent School Council) has put efforts towards many things over the years to support our school (e.g., Bingo Night, pizza lunches, sub lunches)
 - big thing that pSC has done to really support school is to purchase computers – about 90% of funds raised via pizza went towards purchasing computers
- School Council members
 - a parent member must have a child enrolled at the school
 - a parent member can't be employed at the school
 - no more than one member on the council from any one household (for voting purposes; all are welcome to attend meetings)
 - min. of six parents
 - min. of one community representative
- meetings
 - at least four meetings must be scheduled each year (our pSC averages 9 meetings a year, so we more than meet this minimum)
 - a majority of parent members must be present in order for decisions to be made (quorum)
 - a meeting of council can be held if there is no quorum, but, all voting will be deferred
 - all activities must be in compliance with rules
- meeting topics
 - we discuss items that impact the whole school
 - if you have a topic that affects a class or your child, speak to Principal outside of pSC meetings to have a full discussion
 - meeting topics need to be on agenda – better for Principal to know about it beforehand b/c he doesn't want to be in a situation where he can't provide answers/has to find out; if he knows in advance, he can get some answers in advance, be prepared and have an informed conversation
 - Chair will send out an email regarding agenda of topics before every meeting
- decision-making
 - prefer to make decisions by consensus
 - when decisions can't be made by consensus, we can
 - vote
 - defer the issue to next meeting
 - defer issue to a special meeting
 - defer the issue to a subcommittee
- election process
 - parent may be elected or appointment
 - each parent/guardian must be nominated or self nominated
 - each parent/guardian is entitled to one vote
 - pSC members elect the executive positions (e.g., Chair/Co-Chair, Secretary, Treasurer)
- meeting dates: try to be accommodating set dates out but flexible

PRINCIPAL'S UPDATE

- staffing changes
 - Ms. Jain Grade 4/5
 - Ms. Kohli Grade 5
 - Ms. Baker JK/SK
 - Ms. Joo music
 - Mr. Teeuwen Grade 6/7 (LTO – Long Term Occasional teacher)
 - Mr. Arruda Grade 8 – an LTO teacher for Ms. Royce who is coming back in November
 - Mr. Bowman head caretaker

*Principal is in the process of hiring a new LTO for Ms. Sivakumar (primary special education resource teacher; Ms. Fatima was there before but has since found a position; Ms. Tchaikovsky is there now and doing well; Principal has to go through interview process and will hire teacher)
- Board and school focus
 - math: problem solving
 - one of the things we recognized in our school – and across the board – is that kids are very good with a question you give them but struggle with problem solving (applying)
 - as per our results, problem solving is where we need work (EQAO)
 - mental health
 - identifying emotions (i.e. identifying they are sad and why they're sad) – primary grades like kindergarten
 - recognizing strength and limitations (i.e. "I'm not good at math now, but, I can improve" vs. "I'm not a math person") – juniors
 - developing a positive self-concept (we don't want kids to feel negatively about themselves or be defined by things they think they're not good at)
 - modern learning
 - using technology to support our assessment practices
 - for example, we learned the benefit of using Google Forms and being able to take pictures in our Kindergarten classes last year
 - teachers were able to show parents examples via photos of their child demonstrating something they learned
 - this makes it easier for teachers to get assessments from students (via observations – what are they doing and what are they saying)
 - allows students to show their understanding via telling/demonstrating vs. writing (so a student may have learned but are not able to properly express this via writing)
 - Member Patil expressed concerns regarding students' comfort with using online modes of learning and relying on spellcheck without paying attention to spelling errors (so spell check online prevents kids from spelling properly – i.e. Google Docs, etc.)
 - Principal's response: we do other things to support students with their spelling and grammar
 - not all learning takes place online, just some (students get a balance)
- school enrollment
 - presently, we have 349 students
 - our classes meet ministry regulations (i.e. the primary cap of 20 students and the cap of 30 students in our FDK classes – kindergarten)
 - no reorganization is necessary at this time
 - numbers have been decreasing over the years
 - Member Shaikh asked why the numbers are going down
 - maturing community – not many families are selling their home and their children are in high school or university aged

- Boxwood had a gifted program (previous year was the last year for the program) and this brought kids from other areas
 - if #s continue to drop, they would probably rezone the areas to allow for higher enrollment #
- Co-Curricular Activities
 - Intermediate Boys and Girls Volleyball Grades 7 and 8
 - Cross Country Grades 4-8
 - Markham Fair Art Club Primary and Junior, starting with Grade 1 during recess
 - Knitting Club (Ms. Kenwall & Ms. Sen) Grades 3 and up during lunch
 - Junior/Intermediate Choir
 - Ms. Getz does house league (she has different days for Primary, Junior and Intermediate)
 - Basketball (will happen later on in January)
- upcoming dates
 - Markham Fair Trip September 29
 - Scholastic Book Fair October 2-10
 - Grade 7 vaccinations October 3 (NB: shots administered by nurses)
 - Picture Day October 5
 - Curriculum Night October 5
 - Thanksgiving October 9 (no school)
 - PA day October 20 (no school)

SCHOOL COUNCIL ELECTION

- roles
 - Chair
 - you take the lead in coordinating the agenda, be in touch with Principal and school
 - lead meetings and direct topics and keep time and keep meeting moving along
 - can have Co-Chair
 - Secretary
 - take Minutes and email SC members after each meeting with the Minutes for their review
 - sometimes you may miss a meeting and the Minutes are a good way to read about what was discussed during the meeting (especially if there's a decision involved – you can get the context via Minutes)
 - Treasurer
 - we have an SC account that we work with Principal on and Heather York (office) helps us manage it
 - we usually check our balance at every meeting and we know how much money we have left over so we can decide what to fund, depending on the school's priorities
- we have to vote during the first meeting for the executive (it's mandated) – it establishes the SC for the school year
- if you are on the executive, you can miss up to a maximum of two meetings (any more and we begin to lose continuity)
- voting
 - Chair
 - members elected former Co-Chair Elsa Chan to continue as Chair
 - Member Manju Khera will be in training as Co-Chair
 - Treasurer:
 - anyone who likes numbers and an accounting background?
 - SC will provide a spreadsheet of current balance
 - if you can't make it to a meeting, then the Treasurer's Report can be emailed
 - takes approximately 5 minutes to update monthly report
 - Member Adam Asimi elected as Treasurer
 - Secretary
 - former Secretary Sancha Mahalingam elected to continue as Secretary

- no need for blind voting
- thank you for electing this year's council: Elsa, Adam and Sancha
- quorum
 - total of 13 people (Member Bina Kadakia counted)
 - require 7 for majority (so quorum is 7)

PIZZA FUNDRAISING 2017/2018

- as Principal mentioned earlier, pizza lunch is run by the parents School Council
- it's our biggest fundraiser (most of our \$ comes from pizza lunch)
- 1 day a week (was on Fridays last year)
- you can either not pack a lunch or pack a light lunch/supplement the pizza
- we'd like to start that up this year
- last year we partnered with Pizza Pizza
 - benefit with PP is that you earn points with every order (you build your bank)
 - we currently have some funds in there for free pizza
- pizza terms
 - usually, pizza program is divided into 3 terms
 - 1st term: October to December 22 (last day before Winter holidays begin)
 - on avg. each of the 3 terms consists of 12 or 13 weeks
- free pizza
 - at the end of last year SC had a complimentary pizza lunch for whole school
 - before we start fundraiser again this year, it'd be nice to kickstart the program with another free pizza lunch
 - if we can offer a free pizza slice to kickstart the program, perhaps it will garner more interest in the program
- going forward
 - **Chair will figure out how much it will cost to order the pizzas for the free pizza lunch and then determine whether we have enough points in the pizza bank for it, after which the Chair will send out a vote to pSC (whether to use the points to purchase the pizza for a free pizza lunch)**
 - **shortly after that, Chair will start putting together the first order form and coordinate with Heather York and send out forms**
- days and frequency
 - what week would be a good week to offer this lunch? next week is fine
 - do we want to keep pizza lunch on Fridays? Yes
 - Member Khera asked if we can do it more than once a week – **put it as an agenda item for next meeting**
 - for now, we will offer pizza lunch once a week and then discuss expanding in future terms
- affordability
 - anyone who needs support and can't afford to purchase something (i.e. field trip, pizza lunch) can speak privately to Mr. Prince and an arrangement can be made to assist the family
- cost
 - approximately \$44/student (1 slice per students, 2 for grade 8s)

OTHER FUNDRAISING

- used to have Subway lunches but orders were complicated
- Booster Juice was too expensive
- Swiss Chalet approached the Principal regarding fundraising – **Principal to follow-up/get more information**
 - **Treasurer will assist Principal in working out a good price**
 - **Chair to discuss this lunch option further with the Principal**
- Lunch Lady also running - so want to give each program (pizza, Lunch Lady) a dedicated day so there is no conflict

CURRENT FUNDS AND PREVIOUS MINUTES

- Member Shaikh asked what our current balance is: approximately \$3,800.00
- Minutes for March, April and June
 - adopted
 - **if there are any edits, will discuss at the next meeting**

MEETING DATES

- Members proposed Tuesday or Wednesday for meetings
- given Principal's availability on Tuesday, meetings will occur on this day (as decided by the PSC)

Meeting 2	Tuesday, October 24
Meeting 3	Tuesday, November 21
Meeting 4	Tuesday, December 19
Meeting 5	Tuesday, January 23
Meeting 6	Tuesday, February 20
Meeting 7	Tuesday, March 20
Meeting 8	Tuesday, April 17
Meeting 9	Tuesday, May 22
Meeting 10*	Tuesday, June 12
- NB: June meeting only held if needed

OTHER

- goal is to conclude meetings by 8:30 PM
- per Principal:
 - we do not want meetings to be dominated by financial discussions
 - if you want to discuss the school or Board then we can and Principal would love to provide insight
- **Principal will get an idea of funding priorities from his staff for SC**
 - we know technology is going to be on the list
 - field trips
- last year SC funded
 - school jerseys
 - science lab equipment
 - computers
 - etc.
- **if parents have any fundraising options you'd like to table bring them up with council next month**

TRIBUTE TO THE LATE MR. LEVINE

- Mr. Levine is our beloved Kindergarten teacher who passed away during the summer (as per the Principal's email to the school community)
- staff have been talking about how to give tribute to Mr. Levine
- teachers have discussed having nut-free ice cream because Mr. Levine loved ice cream
- parents will be given the opportunity to donate to the Cancer Society or to buses (Mr. Levine would have wanted something for the kids)
- there will also be a tree planting after the Winter
- **Principal will provide more information**

MEETING ADJOURNMENT

- meeting adjourned @ 8:28 PM