

DATE	Tuesday, September 24, 2019	START TIME	7:05 PM
MEETING #	1 (2019-2020 school year)	END TIME	8:36 PM
MEETING LOCATION	staff room	# OF INDIVIDUALS PRESENT	10 (incl. principal + EC)
NEXT MEETING	Tuesday, October 22, 2019	# VOTING	7 (quorum = 4)

VOTING MEMBER	NAME	ATTENDANCE	POSITION	RETURNING MEMBER	NEW MEMBER
N/A	PRINCE, Dane	PRESENT	Principal	n/a	
N/A	CHAN, Elsa	PRESENT	Chair (2018/2019)	n/a	
1	AKALJAN, Kana	PRESENT	Member	X	
	AKALJAN, Kirushanthy	ABSENT	Member	X	
2	ASIMI, Adam	PRESENT	Treasurer (2018/2019)	X	
3	KHERA, Manju	PRESENT	Member	X	
4	KUGATHASAN, Pirashanth	PRESENT	Member		X
	KUGATHASAN, Shoabana	PRESENT	Member		X
5	MAHALINGAM, Sancha	PRESENT	Secretary (2018/2019)	X	
6	SHAIKH, Saquib	PRESENT	Member	X	
7	SHANMUGATHAS, Abirami	PRESENT	Member	X	

WELCOME: CALL TO ORDER (7:05 PM)

- sign-in sheet circulated by former Secretary
- introductions

PARENT 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
 - participating in the development and implementation of the School Improvement Plan (SIP)
 - communicating with, and providing ongoing advice to, the Principal on school related matters
 - collaborating w/ principal to coordinate community resources that support student learning, achievement and well being
 - understanding and communicating w/ members of the community about roles and responsibilities of SCs
 - our PSC has put efforts towards many things over the years to support Boxwood (i.e. Bingo Night, pizza lunch, sub lunch, Paramount wraps lunch, etc.)
 - limitations do exist (i.e. funding rules prevent PSC from purchasing books for the school)
- SC members
 - parent member must have a child enrolled at school
 - parent member can’t be employed at the school
 - no more than one VOTING member per household (more than one member per household can, however, attend meetings and participate)
 - min. of six parents
 - min. of one community representative
- meetings
 - at least four meeting must be scheduled each year (we usually have more than that)
 - majority of parent members must be present for decisions to be made (quorum)
 - **Principal to check constitution re: quorum**

- meeting can be held if there's no quorum, but all voting will be deferred (NB: we have done voting through email in the past where we didn't have quorum)
- all activities must be in compliance with YRDSB policies and procedures (i.e. fundraising activities)
- meeting topics
 - discuss items that impact whole school
 - if you have a topic that affects only a class or your child, speak w/ Principal outside of PSC meeting
 - meeting topics need to be on Agenda
- decision-making
 - preferred method is to make decisions with consensus
 - when consensus can't be reached, we can
 - vote, OR
 - defer issue to next meeting; defer issue to a special meeting; defer issue to a sub-committee
- election process
 - parent may be elected or appointed
 - each parent/guardian must be nominated or self-nominated
 - each parent/guardian is entitled to one vote (per household)
 - PSC members elect the executive positions (Chair/Co-Chair, Treasurer, Secretary)
 - secret ballot
- meeting dates
 - OK to meet on Tuesdays (third Tuesday of each month usually)

ELECTED POSITIONS

- Chair
 - sets the Agenda (considers requests)
 - lead discussions, facilitate meetings (keeps us on time)
 - lead fundraising, coordinate all lunch programs for fundraising
 - can have two Chairs (Co-Chair)
- Treasurer
 - works with our admin assistant (Mrs. York) to prepare a spreadsheet to account for our financial situation each month and presents it at the meeting
 - provides input on spending
- Secretary
 - takes notes of the meetings
 - submits them to council members for review
- 2019/2020 executive council
 - Adam Asimi: Chair
 - Manju Khara: Treasurer
 - Sancha Mahalingam: Secretary

UPCOMING DATES

- Thursday, September 26 Curriculum Night
- Thursday, September 26 Area Cross Country Meet
- September 25 – 27 Scholastic Book Fair
- Wednesday, October 2 vaccinations (Grade 7)
- Thursday, October 3 Markham Fair (Grade 1 to 6)
- Tuesday, October 8 school bus safety (bring two school buses and will discuss what to do on the bus, how to sit on the bus, evacuation procedures, etc.)
- Thursday, October 17 picture day

CURRENT FUNDING PRIORITIES

- thicker gym mats to comply with safety standards
 - funding for this was earmarked last year
 - Elsa Chan has been in contact with Gina Daya from Rouge Fairways Residents Association (RFRA)
 - EC didn't specify the amount and left it to RFRA to determine how much of \$4,043.14 for mats they can provide funding for
 - NB: we did not receive a donation from RFRA for the 2018-2019 school year
 - **to follow-up with RFRA**
- small request to support the intermediate initiative (Global Read Aloud) to correspond with students in North America, the UK, Singapore, and India (seeking funding for postage costs)
 - kids will read same book around world and will write letters to each other about these books
- technology
 - technology breaks down
 - pedagogical documentation (taking pics of work and showing parents what their kids are working on)

BOARD FOCUS

- Director's Annual Plan (DAP)
 - foster well-being and mental health
 - to raise the achievement and well-being of our underserved and underperforming students, we will:
 1. build safe, health and inclusive learning and working environments where students and staff feel they matter and belong
 - champion equity and inclusivity
 - to raise the achievement and well-being of our underserved and underperforming students, we will:
 2. build a collective understanding of
 - the ongoing impact of colonialism on Indigenous Communities (i.e. Orange Shirt Day)
 - anti-oppression, and
 - culturally responsive and relevant pedagogy (CRRP)
 3. provide comprehensive math programs that reflect students' identities, lived experiences, needs and interests
 - build collaborative relationships
 - to raise the achievement and well-being of our underserved and underperforming students, we will:
 4. build trust and collaborative relationships with students, families and staff through respectful and responsive communication focused on shared solutions
 - empower ethical leadership
 - to raise the achievement and well-being of our underserved and underperforming students, we will:
 5. elevate student voice in learning, assessment and decision-making
 6. build a collective understand of ethical leadership

SCHOOL FOCUS

- curriculum and assessment alignment
 - our work is going to be on collaboratively developing learning goals, success criteria and diagnostic assessments (to help with the planning of lessons, etc.)
 - math continues to be a focus at Boxwood

SCHOOL ENROLLMENT

- presently, we have 333 students at Boxwood
- classes will be re-organized to ensure compliance with class caps (until a set date, after which no reorganization will occur)

CO-CURRICULAR ACTIVITIES

- Intermediate Boys' & Girls' Volleyball
- Cross Country
- Markham Fair Art Club

SCHOOL GARDENING

- beautiful large, colourful flowers at the side of the school, along with a vegetable garden (i.e. cherry tomatoes)
- who does the gardening: Tommy, a grandparent of a former student

PIZZA PIZZA LUNCH PROGRAM

- pricing hasn't changed based on what Elsa Chan saw on the PP website – so we can keep costs to \$2.00/slice for each of the 3 terms
- usually starts in October and ends at the end of the year in June
- loyalty program ends this year (we have until November 30 to spend what we have in the "bank")
 - **Elsa Chan has asked PP for the balance**
- per EC: going to suggest as early as this Friday we can offer a free pizza slice and maybe a second week?
 - Principal likes this because it is Curriculum Night on Thursday and parents don't have to worry about packing lunch for the next day
 - Principal to send EC how many pizzas are needed for Friday (10 slices/pizza, 1 slice per student)
- **TBD: second free pizza day**
- depending on how many we can squeeze out of the bank, it will dictate when the paid pizza program will start
- EC has it for October 11 to December 20 (Term 1) = 11 weeks \$22 (1 slice) or \$44 for 2 slices

ADDITIONAL LUNCH PARTNERS

- 3 additional lunch partners (so 4 in total): Paramount, Boston Pizza
- Subway
 - owner came to see Principal
 - not sure about cost
 - **Principal to share contact with EC and through Adam will start to negotiate re: cost**
- possible schedule
 - Fridays (Thursdays if PA Day/holiday) Pizza Pizza
 - two other days of the week can alternate between Boston Pizza and Paramount
 - another day Subway

MEETING DATES

- Meeting 2 Tuesday, October 22, 2019
- Meeting 3 Tuesday, November 19, 2019
- Meeting 4 Tuesday, December 17, 2019
- Meeting 5 Tuesday, January 28, 2020
- Meeting 6 Tuesday, February 18, 2020
- Meeting 7 Tuesday, March 24, 2020
- Meeting 8 Tuesday, April 21, 2020
- Meeting 9 Tuesday, May 26, 2020
- Meeting 10 Tuesday, June 16, 2020 (NB: THIS IS TENTATIVE)

MEETING ADJOURNMENT

- meeting adjourned @ 8:36 PM