

September 28, 2021

Attendees (in person)

Jean Ma
Elaine Lin
Kelly Chan
Mahlana-Rae Johnson
Anita Huang
Elesh Parujanwala
Jinzan Pei
Vivian Zhang
Xiaohong Kuang
Shenthuja Ramana
Justina So-Vice Principal
Leeanne Hoover-Joy (Principal)

Attendee (online)

Annie
Anna Ho
Cindy
Hugh Zhou
Fong (Yan)
Dianna Senior
Steffanie Cheung
Zhao Min
Grace Ng
Kevin
Joy
Raza
Connie Gong
Yuzhu Dong

[Slide deck](#)

Topic	Notes	Next Steps/Actions
Welcome and Introduction/election information	We went around in the room and with online participants to introduce ourselves, our children, and how long we have been in the community.	Justina will take minutes and share with executive members when ready
Elected School Council Officer	Shared the purpose of school council (see slide deck and board video) Leeanne talks about what school council could look like	

	<p>and sound like Google form was not working so we did vote by hand We need to have a minimum of 4 meetings per school year Would be nice to have a teacher representative and community members join us. Leeanne prefers to meet every month, to have more opportunities to ask questions and collaborate.</p> <p>Role of the school council secretary - take minutes, take attendance, and make approval of the minutes at the beginning of the meetings, contribute to agendas, support the chair Treasurer - use of spreadsheet to support with taking care of budget</p> <p>Responsibilities of council member - good to have an odd member when we do votes on something or a project ; also great to create sub-committees e.g., Fun fair, Fall activities to bring the community together</p>	
Discussions	<p>Elesh: In the course of a year, what is the time commitment involved? Anita: Depends on how many people can help out and what initiative we are doing. Big part is community engagement and fundraising e.g., movie night Elesh - Is Fundraising something what is expected? Leeanne: Yes, to support with the school purchases e.g., pizza lunches to help build funds Elesh : Can you speak more about making changes to bi-laws Leeanne: The bi-laws have not been looked at here at Castlemore. Are you looking at something specific? Elash: I am wondering what is accepted and what is not morally accepted. At school assemblies, I am wondering what is appropriate and what is not. I want to learn about the role of the school council and what being a member entails. What does get passed down and come into effect. Has there been occasions when someone challenges the status quo and been passed down? Leeanne : For example, dress code, that wouldn't be something as part of a bi-law. For example, something to do with instructional, dress code, would fall under specific policies and procedures. Elesh: In the US, certain states have assemblies and talk about LGBTQ issues, where children may not be physically or emotionally old enough to accept or understand these things. I am wondering what gets transpired to the children during the assembly. Leeanne: Typically, parents would be notified of an</p>	

	<p>assembly. We will adjust the information and normally separate the assemblies and tailor the content so they are age appropriate. These are site-based decisions. As a parent and as part of the council, if you wish, we will provide information to the families ahead of time.</p> <p>There are certain topics in the curriculum that are being addressed. There is also human rights, as we make decisions on the types of presentations and books we have in the school so that students see themselves represented at school. As a school council, if you have concerns, we are open to listen and collaborate to make adjustments or accommodations individually with parents. Faith-based accommodation to programming is provided in health and the Arts.</p> <p>Justina: For our health curriculum, a letter is sent home 5 days before it is taught with dates on what will be taught on those days. Faith-based accommodations are provided individually with families. We understand even families under the same religion may observe specific aspects of their religion differently.</p> <p>Anita: It's great to get the letter home, I mark them on my calendar and then I have conversations with my children when they come home that day e.g., Growth and Development curriculum.</p> <p>Leeanne: Usually the growth and development curriculum is done in the Spring.</p> <p>Mrs. Rae Johnson: Other than abstinence, what else do they teach? Teaching birth control in Gr. 7 and 8 may be too late.</p> <p>Justina: When they revise the curriculum, we do consult many different members including educators, members of OCT, Public Health.</p> <p>Leeanne: We have done compliance training on sex trafficking at our staff meeting which is currently the hot topic. We tell our children, our digital footprint doesn't go away. This is something we need to look at about safe use of technology. We can bring in an online presenter about online safety.</p>	
<p>Sharing of school information</p>	<p>Please refer to the slide deck.</p> <p>Leeanne continues to share about the process of reorganization, number of students and staff at the school. Leeanne also shared information on the school improvement planning, dismantling racist structure and</p>	

	<p>the results of suspension. E.g., We repainted the library as there were things painted on the wall that did not reflect the identities of our students. We are modernizing the furniture and purchasing new books. We have removed old books that are not culturally responsive. Leeanne continues to share information about the role of the leadership team; have a primary literacy coach, and 3 equity lead teachers. We continue to be conscious as we look at who we are serving and how we are affirming identities in the way we run the school, the content we use, where we are going for field trips. Research shows that when students do not see themselves represented, it affects their mental health and affects their achievement. We also have an Indigenous Liaison to work with specific self-identified Indigenous students. We have PLC to look at planning to support culturally relevant and responsive planning.</p> <p>We are being proactive to provide translations to families to break down barriers. Links are sent home so that translation is available in the letters we send home.</p> <p>This is safety week, we went over routines. We do 6 fire drills, 2 lock downs, and at least 1 hold and secure every year.</p> <p>Leeanne continues to share upcoming school events. E.g., Orange Shirt Day</p>	
Fundraising ideas/discussion	We will set up a Fundraising meeting on October 3 to discuss and share ideas.	
Final check in for executive council votes	Co-chair - Anita Huang and Elesh Parujanwala Treasure - Shenthuja Ramana Secretary - Steffanie Cheung	
Future Meeting Dates	Proposed future meeting dates First Monday of each month to coincide with staff meeting dates	Justina to confirm and share out these dates