

Hartman Public School Advisory Council (HPSAC)

Minutes

Meeting Date: October 14, 2020

Time: 6:30 – 8:00

Location: Virtual

Minutes Recorded by: Linnet

Time	Agenda Item (include motion)	Decision/Tabled?	Notes/Follow Up /Action/Deadlines
6:30-6:40	Welcome and Introductions (Linnet Richmond, Principal) <ul style="list-style-type: none">Linnet welcomed all to council and invited each participant to introduce themselvesIn attendance: Pat Kurtes (current co-chair), Amy Leonard (Hartman staff representative), Annu Sood-Ali (returning council member), Shelley Bugeja (returning council member), Jason Roberts (returning council member), Andrew Liu (returning council member), Faye Shen (past council member), Tony Lau, Shereen McKenzie and Anna Zailer (new members)Each attendee shared a brief self-introduction and their interest in School Council as well as their connections to Hartman as a school and community.		
6:40-7:00	School Council Objectives and Overview (Linnet Richmond, Principal) <ul style="list-style-type: none">Linnet reviewed the itemized Hartman Public School Advisory Council (HPSAC) Constitution in an itemized fashion while sharing her screen for participants to read alongThis incorporated the Code of Ethics, Elections Protocols, Membership eligibility and operating guidelinesA discussion focusing on membership parameters and how that would impact quorum was undertakenInitial suggestion of 5 to 15 members was offered by Anna – quorum would be a minimum of 3 with those parametersAll attendees engaged in discussion around the value of increased voice, perspective and input with a greater	Constitution approval – tabled for e-vote	<ul style="list-style-type: none">e-vote on Monday, October 19th to determine any amendments to constitutionLinnet will send Constitution electronically to all members for reviewChairs will conduct e-vote on October 19th

	<p>number of council members in addition to enhanced accountability and authenticity with a larger quorum</p> <ul style="list-style-type: none"> • Linnet asked attendees if they felt they would be able to maintain a commitment to Council throughout the year and also accept the potential need for e-votes to occur • Faye inquired as to whether we would be able to adjust the membership guidelines if we find it is not working throughout the year • Linnet advised this is possible but that quorum would need to be convened to do so, based on the numbers identified in the Constitution • Following further discussion, decision to maintain a membership guideline of 8 to 20 (which is the Board recommended capacity), was agreed upon • Quorum will remain at 5 • Quorum is required for a meeting to be conducted and for voting to occur 		
7:00 – 7:20	<p>School Council Elections (Linnet Richmond, Principal)</p> <ul style="list-style-type: none"> • Linnet advised that the three positions Council must elect are Chair/Co-Chair, Secretary and Treasurer • Faye and Sher expressed interest in the position of Chair, Anna expressed interest in the position of Chair or Treasurer • Linnet invited attendees to determine how they would like to elect Chair(s) • Pat suggested a brief sharing, by each, of what they felt they could bring to the role • Shelley suggested anonymous voting through the chat option by replying directly to Linnet only following each person's sharing. • Linnet tallied the votes and announced Co-Chairs • Linnet invited those interested in Treasurer to declare • Jason nominated Faye who declined the nomination • Jason agreed to remain in his position as Treasurer again this year • Linnet called for interest in the position of Secretary • Tony inquired about specifics around the task and agreed to take on the role when he can 	<p>Chair/Co-Chairs: Shereen McKenzie & Anna Zailer</p> <p>Secretary: Tony Lau/Shared rotation</p> <p>Treasurer: Jason Roberts</p> <p>Quorum will remain at 5 with membership between 8 and 20</p>	

	<ul style="list-style-type: none"> Members may need to share the responsibility throughout the year Formal Council was established for 2020-21 		
7:20 – 7:35	School Council dates for 2020-21 <ul style="list-style-type: none"> Linnet reminded Council that we need a minimum of four (4) meetings per school year, with tonight's counting as one Linnet invited discussion around meeting frequency – offering options of specific months through the year, bi-monthly, or monthly Pat inquired as to whether there were events/items that were upcoming that Council would need to vote on if there was no meeting until December if a bi-monthly schedule were adopted Members discussed benefits and challenges with each frequency option and decision was unanimous to meet monthly Faye and Tony declared that Wednesday nights are best for their availability and to enable their participation Tentative dates will be sent out for e-vote by Linnet 		<ul style="list-style-type: none"> monthly meetings dates to be determined via e-vote - Wednesday evenings is best – Linnet to send out potential dates for consideration Chairs to conduct e-vote for Council to finalize meeting dates
7:35 – 7:45	Treasury Report (Linnet Richmond, Principal) <ul style="list-style-type: none"> Linnet shared opening financials Opening Balance of \$15 577.63 due to carry forward of funds left unspent from last year's fundraising and moneys allocated to phase 2 of school ground enhancement project remains on hold due to school closure Council will work with Linnet to consider their fundraising plan and where moneys may be allocated this year 		
7:45 – 8:00	Administrator's Report (Linnet Richmond, Principal) <ul style="list-style-type: none"> Linnet shared we are currently at 21 homerooms from an original opening of 26 Approximately 55% of students have returned to Face to Face learning We are working to ensure COVID protocols as effectively as possible within the school environment 		<u>Director's Action Plan</u> *Foster Mental Health & Well-Being *Champion Equity & Inclusivity * Build Collaborative Relationships * Empower Ethical Leadership

	<ul style="list-style-type: none"> • Greatest challenge is with older students who often neglect to maintain physical distancing outside, when they are not wearing a mask • Field has not been sectioned into divisional areas (Primary/Junior/Intermediate) to allow students to have as typical a recess and school experience as possible • a few parents have inquired as to the rationale behind this but the vast majority are supportive of the intent to support a level of 'normalcy' • Linnet confirmed a continued commitment and focus on mental-health and well-being and shared the school has renewed their work connected to Zones of Regulation • She gave a brief summary for those how are new to the Zones idea and drew a parallel to the Disney movie "Inside Out" for our younger learners, as it helps to identify emotions, how they make us feel physically and what tools/strategies we can use to get back to the green zone • These goals do align with the Director's Action Plan & Compass Points • Ms. Huzarski has engaged her students in leading School Spirit initiatives this year in lieu of the Holiday Shop which we will not be able to hold • We have new colour houses and our first initiative is the We Scare Hunger campaign in support of the Aurora Food Pantry • We are asking for donations (a toonie for tummies idea) as we are not permitted to bring in canned goods • Students get excited about seeing their contribution grow so we are going to provide 'buckets' for each class to decorate and they can then work toward 'filling someone's bucket' through their donations • Anna reminded Linnet that there is a way to create a virtual page for Hartman to directly support the Food Pantry • Anna emailed the link to Linnet who will share it with Ms. Huzarski as the format, ideas and execution of Spirit events is student directed while being teacher supported 		
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	Untabled topic: <ul style="list-style-type: none"> • Linnet shared an update from the Board received today that the graduation for last year's grade 8 students will be a virtual, pre-recorded presentation • Discussion around how we could make this tailored for our students, as they had such a challenging year last school year, was undertaken • Anna inquired as to whether we could post lawn signs to recognize students and their awards/achievements • Linnet advised that due to FOIPOP (Freedom of Information/Protection of Privacy) this was not an option • Pat inquired as to whether we could do a small gift to each student as recognition • Linnet advised this was not possible as it could present an equity issue if another school was unable to engage in the same process • The Board has been quite prescriptive as to what schools are permitted to undertake in an effort to recognize/honour our graduates • Tony shared that if a teacher wrote a personal note to each of their graduating students, as they do for the university class, it would likely be very well received by the students • Linnet asked Tony if he would be willing to share his expertise, as a Professor of Film Studies at Windsor, in creating the pre-recorded presentation, if needed • Tony shared that he would be willing to do so and assured that he is equipped and able to follow COVID protocols as well during any filming • Linnet advised she would speak with the teaching team and let Council know how they may be able to support • If needed, a Graduation sub-committee can be formed 		
8:00	Meeting Adjournment Linnet asked for a motion to adjourn at 8:20 pm which was put forth and approved – meeting was adjourned		

Items for next meeting:

- SIP
- Principal Profile