

HENDERSON AVENUE PUBLIC SCHOOL
School Council 2023-2024
Meeting Minutes
January 24, 2024 @ 6:30-8:00 PM Library

In attendance: Hather Zeitlin (Principal), Catharine Green (teacher), Roxana Balescu, Agnes Hwang, Lydia Schroeder, Angela Buk, Dorna Kiani, Yan Yi, Fred Pan, Farzaneh Jovanrooh, Cedar Zhang, Neusha Nouvizadeh.

Agenda Items:

- 1) Approval of minutes from November 29, 2023 - Agnes enquired in relation to the School Council budget documented during the previous meeting, so the information was explained by the Principal in the light of the updated budget
 - Neusha approved and Lydia seconded
- 2) Principal Report - Heather
 - Staff updates Ms. Moore shared with the children that she was leaving as of Friday January 26th; Daniel Ho will be the new music teacher, and he is passionate about working with a band
 - Ottawa trip updates - out of 52 students, 48 are going; a few children requested a subsidy, but the school will first wait for BrightSpark to respond, before allocating the funds to lower the cost potentially for all students
 - Playground update - Primary playground is open; Junior Intermediate playground - a section is still off limits, as it has not been repaired; the school will have an inspector to determine if the existing skeleton of the non-functional portion can still be used, otherwise the school will have to dismantle it, and the costs are very high to rebuild the playground. If they can repurpose the existing structure, the cost can be around \$20000. The inspector will come on a date TBD, in February 2024, so it's best if some community members/parents can attend the discussion, and hear the inspector's assessment. A couple of possible options were already provided, with respective costs. Lydia and Neusha have expressed interest in attending the future meeting.
 - Graduation update - DJ Zucca has confirmed the date; the photographer can take care of a group photo, and parents can pay additionally for an individual photo
 - Cultural info - Tamil heritage month - there is a display on the hallway; there will be a great display for the Lunar New Year as well
 - Extra-curriculars - volleyball, basketball, drawing, drama, choir, band, chess, board games clubs, student leadership initiative (grade 6 to 8) which are planning a Winter carnival; Dorna suggested that the kids jerseys at the

volleyball games were too long, so as a parent she would agree to purchase jerseys of her child's size, not bigger; Heather explained that the jerseys are specific for the school, and they can be used by different grades, but she will consider the suggestion

- Parent donations/ School Budget - donations towards the playground - depending on the final amount, parents could be solicited to make voluntary donations; GARA, representing the residents in the area, is interested in helping out raising funds for the playground
- Home Address issues - some parents have raised the issue that one third of the population doesn't actually live in the school's catchment area; the school is now requesting a Government-issued ID due to the issues of overpopulated classes because parents are reporting addresses where they don't actually live; the school will check all addresses registered on students files, and especially when a basement was provided on the address documentation
- Library updates:
 - Forest of Reading program taking place now; Red maple
 - Makerspace resources for purchase
- International Student Exchange information shared - reciprocal exchange of students sanctioned by the School Board; Roxana suggested for the school to arrange a presentation with the non-for-profit organisation for the grade 7 and 8 student's parents.

3) Communication update - Farzaneh has an email ready to be sent out regarding the playground donations, and can be updated once there is more specific information

4) Fundraising updates:

- a) Pizza - new session starting Jan. 19 - registrations closed on School Cash Online
- b) Subway - new session started Jan. 17 (possibly to extend the timeframe next year, further in January - end of January/beginning on February)
- c) Movie Night - Feb. 7 (licence expires Feb. 8 - excellent planning) - the School Council will be playing Trolls Band movie
- d) New items/ activities:
 - Gift cards ("The Big Box of Cards") - suggestion - Heather presented a fundraising idea, and she can share the contact information; Lydia volunteered to contact the company and enquire about the details
 - Approaching GARA for playground funds - Heather will contact them at the email of the Association's representative, Rhonda

5) Budget Update - Cedar

- Cedar received the most recent update on the budget only shortly before tonight's Council meeting, given her absence the previous meeting, so she provided some explanations related to the budget as shown on the spreadsheet - the total amount Carried over is \$17069.09 (\$9716.81 from pizza only), from previous school year, total amount Raised this year is \$23051.95, Total balance available is \$40121.04; approx. \$15000 will be

deducted for pizza invoices. There were only 4 categories outlined on the spreadsheet: Pizza lunches, Subs lunches, Halloween dance and donations.

- Agnes enquired about a breakdown of the expenses, as we used to have them included in the previous years' budget. Heather explained that the budget shows what we have raised and what we have to spend; the receipts have been deducted already. The Council would have approximately \$25000 available in the budget to spend moving forward.
- Roxana suggested that we actually need to evidence all expenses in the budget, for each fundraiser activity and also for all items approved by the School Council to be purchased from its funds
- Cedar agreed to update the budget spreadsheet regularly, so it's as accurate as possible; she will discuss the information in detail moving forward with the Principal and the Office Admin Assistant, to have a better understanding of the expenses and funds raised. An up-to-date budget spreadsheet should be distributed 1-2 weeks before each meeting to allow Council members to review the current financial situation.

6) Budget requests - Heather

- Goal: replace playground (\$10,000) - TBD
- STEM items/Robotics - a Board consultant will come in to speak with the teachers K to grade 8 about the items, and he already suggested EngBox as products, since Coding is included in the school curriculum. Students design a robot and will run on a grid, executing different moves and tasks done through coding. The pieces are consumables, but certain pieces can be reused, and the cost is approximately \$4000. The School Council members voted in favour of this expense, for a maximum of \$4000.
- A few parents enquired about the available reading materials at this time as not all grades are able to use the existing ones.

7) New Business - Dorna enquired about a soccer extracurricular activity, and Heather explained that it depends on teachers if there is anyone volunteer. If there is an activity for the parents to support financially, it would have to be an external company, and the students lunch time is already filled through opportunities supported in the school.

Next meeting - April 17, 2024

Meeting adjourned @ 8:15pm