

# MEETING MINUTES

## LAKE WILCOX PUBLIC SCHOOL SCHOOL COUNCIL



DATE:

14 January 2025

TIME:

6:00 PM - 7:25 PM

MINUTES TAKEN BY:

Olga Rozin Proger

NAME	ATTENDANCE
Nikki Andar	✓
Julie Pesonen	
Nicole Louli	
Maryam Rahimi	
Alida Moreno	
Chuan Li	✓
Saghar Rasaei	
Olga Proger	✓
Farivar Ghaemmaghami	✓
Christina Gianopoulos	✓
Georgia Petinarelis	✓
Hamid Dehgham	
Maryam Rezvani	
Yalda Zameni (Gottlieb)	
Yong Cai	
Michael Cerullo	✓
Majid Habibi	
Bonnie Chen	
Andrea Welburn	✓
Sheza Naqi	✓
Naghmeh Mousavi	
Marjan Khostavi	
Cathy Proiakakis	✓
Krista Clutchley	

- 1 Land Acknowledgement
- 2 Adopt last meeting minutes:  
Motion introduced by Nikki, motion seconded by Olga. Motion carried.
- 3 Treasurer Report

	Opening Balance	\$	17,832.93
<b>DEPOSITS</b>			
Hot Lunch Dec 1-31 - BLOCK 2	\$	20,664.94	
Direct Donations - November	\$	562.00	
	\$	21,226.94	\$39,059.87
<b>PAID EXPENSES</b>			
Hot Lunch Dec 1 - 31	\$	7,719.27	incl East S.M. and rest of Block 1
chromebooks actual	\$	2,974.88	
<b>TOTAL PAID EXPENSES</b>	\$	10,694.15	
		Closing Balance	\$ 28,365.72
<b>COMMITTED/Voted Expenses (not paid)</b>			
Block 2 Hot Lunches	\$	14,000.00	estimated amount
Graduation - \$20 x 67 students	\$	1,340.00	
<b>TOTAL COMMITTED EXPENSES</b>		\$15,340.00	
			\$ 13,025.72

Presented on Jan. 14, 2025

- 4 Update from the Lake  
December 2024 & January 2025
  - Well-Being Team - school wide activities, meetings every Tuesday
  - Spirit Days November 29 & December 16 - 20
  - Winter Concert - December 12
  - School Wide Dance - December 19
  - House Event & Sing-a-long December 20
  - Grade 7 & 8 Ball Hockey League Finals, All Star game vs, Staff & Awards Ceremony - Dec 20
  - Samosa sales
  - Sufganiyot (jelly donuts) sales
  - Library Recess Lounge & Learn
  - Library Lounge & Learn for Grade 8 students on Friday's - Transition Planning

### Update from the Lake....continued

- Richmond Green SS visit Grade 8 students on Jan 16 - Transition Planning & course selection
  - By January 31, 2025, Families interested in a student transfer must request an electronic Transfer Request form and submit it.
  - By February 3, 2025, Regional Programs (IB, Arts, BCSS) list shared with elementary schools of Gr.8 students who have been offered and accepted placement.
  - By February 10, 2025, students will be notified of the decision of their transfer request.
  - By February 10, 2025, Communication to families about transfer requests.
  - From February 13 to 21, 2025, Course Selection Open!
  - Open Feb 13 at 9:00 AM / Closed Feb 21 at 4:00 PM
- Tutoring Tuesday
- Reader's & Writer's Club
- Choir - Wednesday's
- Band - Thursday's
- Forest of Reading Program continues K - 8 (staff and students)
- Positive Space Club meet every Wednesday in the library
- Junior Boys and Girls Volleyball - practices and games during and after school
- Intermediate Boys & Girls Basketball - practices and games during and after school
- Tour for Humanity workshops for Grades 6 to 8. Tour for Humanity is Friends of Simon Wiesenthal Centre's award-winning mobile human rights education centre - January 20
- Dental Screening - January 13 & 14
- Play Leader Training led by YR Public Health nurse Thursday's in the library. Grade 5 & 6 students work with younger students during our indoor recesses in the winter and spring during outdoor recesses
- Students vs. Staff Volleyball Game - January 24
- SHINE BRIGHT spirit day - January 30
- Njacko Backo (musician and storyteller) performing for our students. This is an interactive performance where students will learn the important role that music, dance, and storytelling play in everyday life in Cameroon, Central Africa - February 4

5 Principal's Update:

- Family Dashboard - encouraging all families to establish their account
- Jan. 17 PA Day - full Day of Professional activities focused on reporting to parents and ongoing communication regarding student achievement and well-being
- Electronic distribution of Term 1 Report Cards begins on February 18

6 LWPS School Improvement Plan: Goals

1. Health and Well-Being

- If educators build strong relationships with students, then they will be better equipped to identify and address the diverse needs of students, ultimately supporting their health and well-being.

2. Student Achievement

- If we provide instruction focused on personalized learning goals and assessments that are flexible, relevant, and authentic, then we will establish a culture of high expectations.

3. Inclusive Education

- If we prioritize the intentional creation of identity-affirming spaces and practices that are inclusive of all communities, free of racism and hate, then we can create an anti-oppressive environment where all students feel valued and understood

7

School Improvement Plan: Goal #2					
Look Fors what you'll see when goals are successfully attained	Action Plan including Professional learning	Gather Evidence	Analyze & Interpret Evidence	Respond to Evidence	Evaluate & Report
Students develop efficient, flexible, and accurate computation strategies, building upon the key foundational ideas of mathematics	Professional learning for staff on Jan. 13 & 14 In each classroom: <ul style="list-style-type: none"> <li>• Number Talks every day</li> <li>• Strategies and Mathematical Models Chart</li> <li>• Use the Talk Moves helps to foster an inclusive math talk community</li> </ul>	Math Interest Survey in <ul style="list-style-type: none"> <li>• January</li> <li>• April</li> <li>• June</li> </ul> <a href="#">Grade 6-8</a> <a href="#">Grade 2-5</a> <a href="#">Kindergarten-1</a>	Weekly computation assessment for learning that focus on: <ul style="list-style-type: none"> <li>• Efficiency</li> <li>• Accuracy</li> <li>• flexibility</li> </ul> Which students are participating in Number Talks? Are students on IEPs experiencing progress? How do you know?	April - professional learning to evaluate progress and planning for April to June  What have you learned from your students to inform future planning and instruction?	June staff meeting

8 Ms Naqi presented YRDSB Parents Reaching Out Grant initiative. Refer to Appendix 1 for grant details.

9 Subcommittee 1 update: (by Nikki)

- Mental health initiative to reduce stigma: Researching school social worker to observe and provide info on mental health at school
- Skating evening at Richmond Green. Julie is working on available dates when town provides free skating
- 25th anniversary celebration to kick off at BBQ
- Spiritwear (25th anniversary logo are being redesigned by school staff)
- Appreciation breakfast planning lead by Nikki. Olga introduced motion to proceed, motion seconded by Faviar. Motion carried. An email will be sent to parents asking if they wish to contribute on PA Day Jan 31.

10 Subcommittee 2 update (by Olga & Chuan)

- Considering a speaker: will look into YRDSB approved speakers
- Looking into student workshop opportunities

11 Subcommittee 3 update (by Ms. Welburn)

- The School Improvement Goals as per Principal's Update
- Literacy Night - looking for a date either just before or after March Break

12 June 5th BBQ:

- School Council is looking into food truck options. Ideally different foods are available, looking into ways to reduce wait times.
- We'd like to invite alumni and past teachers and principals.
- Hope they will also join in the fall for additional 25th anniversary celebrations (panel discussions and key-note talks suggested)

13 Motion to adjourn introduced by Chuan, motion seconded by Olga. Motion carried. Meeting adjourned at 7:25pm

## NEXT MEETING

25 February 2025 | 6:00 p.m. | Library


# PRO Grant 101:

# Parents Reaching Out Grant (PRO Grant)

## Background and Purpose

- The Ministry of Education's Parents Reaching Out (PRO) Grant program provides funding to school boards to support projects for parents and families that focus on improving access and opportunities to participate and engage fully in their children's learning.
- These grants will support families in school communities in identifying barriers and opportunities to strengthen parent-family engagement in their local communities and enable more parents-caregivers to support their child's learning and well-being.
- All YRDSB schools are eligible to submit ONE project proposal.

# Making a PRO Grant Application

Criteria - Considerations	Ineligible Project Costs <b>X</b>
<ul style="list-style-type: none"><li>● Purpose: Clarity, details provided, aligned with Ministry commitments/YRDSB priorities</li><li>● Outcomes: Specific results you hope to be achieved and measurable impact of project</li><li>● Budget: provides specific breakdown of expenses, connects directly with the description, meets spending guidelines of PRO Grant/YRDSB procurement policies, procedures and practices</li><li>● Partners: Schools may partner and pool their allocations with other schools and community agencies</li></ul>	<ul style="list-style-type: none"><li>● Payment to school board staff/volunteers including salaries, honoraria or gifts</li><li>● Purchase of goods and services that the Ministry currently provides funding</li><li>● Entertainment activities such as barbecues, fun fairs, volunteer teas, movie nights, etc;</li><li>● Refreshment cost over 10%</li><li>● Prizes or incentives for parents or students</li><li>● Fundraising events</li></ul>  <p><b>York</b> Region DISTRICT SCHOOL BOARD <i>Inspire Learning!</i></p>



# PRO GRANT PROJECTS - Centered in

## YRDSB's Director's Action Plan Goals

- Foster Well-Being and Mental Health
- Champion Equity and Inclusivity
- Provide Effective Instruction and Assessment
- Build Collaborative Relationships
- Empower Ethical Leadership



# PRO Grant Areas of Focus in YRDSB

## Creating identity affirming schools and communities

In at least one of the following areas:

- Addressing social inclusion, racism, hate and discrimination toward racialized and marginalized groups
- Supporting identity affirming, culturally responsive and healing centered mental health strategies
- Engaging parent and community voices, in particular those voices of historically marginalized groups
- Knowledge building for parents on the opportunities for students in a de-streamed classroom and/or a comprehensive literacy program

# 2024-25 PRO Grant Project Timelines

After connecting with School Council and perhaps Community Partners, the school administrator will complete the [2024-25 PROGrant Application Form](#) on behalf of those involved in planning the event, initiative, project

**Schools & School Councils will first review criteria (outlined in an October PRO Grant Memo) and then complete the application for a project with a maximum allocation of \$800.00 per school**

Mid October 2024 Board memo to Administrators, EOAA, SOAA, SOs inviting [application for the PRO Grant program](#)

School Administrators to complete and submit an application for review and approval at their earliest convenience to ensure the funds can be used this school year

PRO Grant approvals to be communicated to School Principal cc: EOAA or SOAA weekly upon receipt of application

Leadership Development & Engagement team to review, and provide ongoing: approval notification by email as applications are received

Project Completion Date  
By Friday, June 20, 2025

Any exceptions reach out to [leadership.development.engagement@yrdsb.ca](mailto:leadership.development.engagement@yrdsb.ca)

Submission of the [2024-25 PROGrant Report of Actual Costs](#). Due upon completion of the PROGrant Project.

ACTUAL expenses are due to be reported as soon as possible after the school's PRO Grant project is completed and while the expense details are most easily accessible (fresh on your mind).

# 2024-25 PRO Grant Project Timelines

Allocations & Year End Activities	
All PRO Grant expenses must be reflected in the School's PRO Grant Account <b>15-4150-1/4-XXX-022</b>	By July 7, 2025
FINANCE runs a Report of all PROGrant Accounts for analysis	On July 8, 2025
Clawback for the purposes of central spending and top-ups (if there are remaining funds)	On July 11, 2025 <b>We lose what we do not spend!</b>

# Special Note



**Special Note! Please...DO NOT use School Generated Funds (SGF) to make any PROGrant purchases as SGF CANNOT be reimbursed using Operating or Ministry funds!**

**All expenses need to be represented in the school's PRO-Grant budget line.**

# Spending Patterns & Tips

- No **Amazon** purchases! - [memo](#)
- **PCards** - \*\*ANY TRANSACTION OVER \$300, THAT CAN BE PURCHASED THROUGH ONE OF OUR VENDORS, SHOULD BE PLACED ON A PO.
- Always ensure you follow all board policies and procedures on procurement and purchases.
- **Employee Expenses** - If there are any employee expenses, use the [Quarterly Expense Report](#) form.
- Scan and store all **invoices, receipts** and keep electronic copy in assigned folders
- ALL purchases and expenses for PROGrant are to come from the account that has the allocation in budget number 15-4150-1-XXX-022 for Elementary schools and 15-4150-4-XXX-022 for Secondary schools

# PRO Grant - Examples

## **Practical Strategies for Reducing Stigma and Engaging in Allyship**

Working collaboratively with community partners and agencies to develop a series of workshops to understand the importance of Allyship and Solidarity when addressing issues of racism, bullying, mental health concerns

## **Online Safety at Home**

Educating and Empowering Parents re social media safety re social networking and online safety

## **Mental Health Parent Engagement Evening**

The School Council used the funds to sponsor a parent information session on student mental health and well-being. Developing strategies for parents and families on how to develop and support resilience and emotional well-being in their children.

## **Partnering to Support Mental Health & Well Being Through Anti-Racist and Anti-Oppressive Practices**

Working collaboratively with parents-families to notice and name stress and trauma due to racism and oppression (healing informed, culturally responsive)

## **Teaching-Learning Destraming in our schools**

This 3-part learning series included educators, community partners, and subject matter experts from the school community discussing ways to increase financial literacy skills at home and at school

# All the best with your project!

## Questions?

If you think of something later, please contact:

[leadership.development.engagement@yrdsb.ca](mailto:leadership.development.engagement@yrdsb.ca).

