

LAKE WILCOX PUBLIC SCHOOL

SCHOOL COUNCIL MEETING MINUTES

DATE: November 21, 2023

	PRESENT	ABSENT	GUESTS:
<i>Principal:</i> Andrea Welburn	X		Cathy Proikakis Sareid Nikbakut Kelly Baranieski (Blix) Krista Crutenky
<i>Vice Principal:</i> Afrouz Sarmadi		X	
<i>Teacher Representative:</i> Mike Cerullo	X		
<i>Co-Chairs:</i> Nikki Andal Julie Pesonen	X	X	
<i>Treasurer:</i> Anne Marie Kirkness	X		
<i>Secretary:</i> Barb Kwolek	X		
<i>Fundraising Lead:</i> Anita Fancy	X		
<i>Members at Large (voting members):</i> Vanessa Comella Farivar Ghaemmaghami Christina Gianopoulos Cassandre Lennox Chuan Li Nicole Louli Jessica Ng Georgia Petinarelis Zahra Rostamkhani	X X X X X X	 X X X X	

MINUTES:

	AGENDA	DISCUSSIONS	TASKS/CONCLUSION
1	Meeting Brought to Order	18:33 Land acknowledgement read by Georgia	
2	Adoption of Minutes	Minutes were shared via email ahead of the meeting. Motion to Pass: Anita, 2nd by Nikki, Motion carries.	
3	Treasurer's Report	No Treasurer's Report today. Received discrepancies from admin and will review for approval via email. Until this is reconciled we cannot vote on any fundraising spending	Received discrepancies and will review for approved through email
4	Update from Principal (Ms Welburn) & Teacher Representative (Mr Cerullo)	Pending PPT from Andrea and Mike <ul style="list-style-type: none"> - Well-Being Team - school wide team building activities, samosa sales, recognizing Diwali - GSA - together again - Halloween School Wide Dance - Take Our Grade 8s to High School Day - Richmond Green Secondary School - Intermediate Boys & Girls Volleyball Game on and off site (Hosting Area Tournament) - Library Recess Lounge & Learn Open - RaW (Readers & Writers Club) 	Barb to receive slides for updates from admin

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		<ul style="list-style-type: none"> - Concert Band (6-8) - Choir (3-8) - Ukulele Club (5-8) - Grade 6 Girls Intramural Basketball - Grade 5 & 6 Nitro Volleyball - Inclusioneers continue to meet - Bridging Connections - supporting families - Parent & Teacher Interviews - LWPS High School Information Night - Remembrance Day Assembly <p>Chess club will start again soon</p> <p>Principal Update: Formally recognize all that the staff do to support the students at the Lake! Eg: staff stepped up at indoor recess today to provide nitro basketball in the gym for students instead of taking their break.</p> <p>November 22 - 23</p> <ul style="list-style-type: none"> - Staff attending the Equity Symposium <p>Report cards</p> <ul style="list-style-type: none"> - Hard copy distributed last week - Electronic copy will be sent soon <p>December 19</p> <ul style="list-style-type: none"> - Winter concert, parents invited to attend from 1:00 - 2:15 pm <p>December 21</p> <ul style="list-style-type: none"> - School Dance 	
5	School Council Policy Reflection	<p>11 questions asked to School Council members in survey; 7 responses</p> <ul style="list-style-type: none"> - #4 - how frequently does the school council review school data to inform and understand the school student demographics. Mrs. Welburn suggests we review the SIP plan in detail in January. <p>Discussion of how data might be used to benefit council in the short- and long-term. Survey results will be beneficial if survey is repeated over several years to identify trends. Discussion of whether survey might be more useful if polling the entire school and not just within council?</p> <p>Request for copy of survey result charts to be shared with council for more detailed future discussions.</p>	Andrea to share survey result charts with council for review and further discussion.
6	Principal Profile	Principal Profile what we as School Council feel is important for the leadership of the school. Last year this profile was revised. We can make any changes or revisions.	Andrea will update with initial suggestions send it electronically for more suggestions

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		<p>Suggestions:</p> <ul style="list-style-type: none"> - adjust the wording from “Encourages the development and Implementation” into stronger language. - adding to academics section reference to supporting neurodiverse, disabled, and/or diverse learning needs <p>Discussion on the impact of Principal Profile as a “wish list” of qualities vs. a more concrete HR list of requirements that is more common in corporate settings.</p> <p>Deadline for submitting profile is soon, needs to be approved via email</p>	<p>Review suggestions and resubmit for approval via email as deadline is coming up soon.</p>
7	Constitution	<p>Discussion of whether the constitution should be made publicly available to parents (as part of start-up package or on the School Council website) to encourage newcomers to better understand the School Council.</p> <p>Reviewing the constitution:</p> <p>5.1 - number of parent members. Change to Max 15; no less than 6</p> <p>6.3 - Elected executive members may only serve 2 consecutive terms. Discussion of practicality of term limits. Issues such as ensuring diverse representation, as well as ensuring individuals don't end up with too much personal control over Council were raised. The practicalities of enforcing term limits (especially when there is an absence of volunteers to fill executive roles) may require softer language to address this item.</p> <p>Georgia and Andrea mention that there may be a more current draft of the constitution available vs. the one made available to us for review.</p>	<p>Georgia or Andrea to send revised constitution to Council for further review via email.</p> <p>Barb to update constitution (note: policy numbers may have changed)</p>
8	Council Initiatives (Purdy's, Share the Warmth, Hot Lunch)	<p>Purdy's campaign - deadline extended to Nov 28.</p> <ul style="list-style-type: none"> - To date: raised over \$3000, profit is so far is approx. \$1060. Over 500 pending orders (that haven't checked out yet) <p>Share the Warmth</p> <ul style="list-style-type: none"> - overflowing boxes in the front foyer. - Overflow plan: same as last year to store in office until deadline - Deadline November 30. Partnering with fire station down the street (we deliver) - Next steps: offering clothes to our school community first. <p>Hot Lunch</p> <ul style="list-style-type: none"> - Program is going great so far. We have 1 volunteer for each lunch day. Anne-Marie says 	<p>Purdy's: Nikki will include new deadline in Newsletter. Andrea will also send out tomorrow via Edsby.</p> <p>Share the Warmth: clothes will be stored in the office. Coordinating offering clothes to our school community before donation.</p> <p>Hot Lunch: Newsletter announcement for lunch volunteers</p>

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		<p>we could use some people for back-up if someone is unavailable. Suggest reaching out to parents via newsletter.</p> <ul style="list-style-type: none"> - Anne-Marie is unofficially the volunteer coordinator - Volunteers for misc days: Jessica Ng, Chuan Li, Barb Kwolek - Kids Kitchen: Not as popular right now. - January Hot Lunch Program: Andrea is still waiting for an update from Lunchbox because it is the most convenient. Emails for Jan/Spring to include all options - Discussion of other school lunch options including Greek food and Swiss Chalet. - Anne-Marie: Dec 1 or Dec 8 to cover hot lunch? <p>Logo Contest:</p> <ul style="list-style-type: none"> - We don't know yet how many submissions we received so far for logo contest. - Needs to get kids excited directly to participate. Suggested to add it to the announcement. <p>Communication:</p> <ul style="list-style-type: none"> - Nikki mentions that ¾ of parents they spoke to at Parent-Teacher interview night haven't heard about Purdy's or logo contest - Brief discussion of best ways to reach out to our LWPS families and have the messages read. - Acknowledgement that YRDSB technical issues with email may also be a large contributing factor 	<p>Anne-Marie will notify volunteers if they are needed (Barb Kwolek, Chuan Li, Jessica Ng)</p> <p>Andrea to update Council on January Hot Lunch Options (Lunchbox or other). Will also consider other restaurant options including Greek or Swiss Chalet</p> <p>Logo Contest: Andrea to add logo contest to morning announcements to get kids involved directly</p>
9	Fundraising	<p>Direct Donation Drive:</p> <ul style="list-style-type: none"> - Parent-teacher interview night helped kick off the drive. - Can we get regular updates from the admin on donation dollars earned? - Suggestion to have a thermometer type scale to track our direct donations. This would require regular updates on funds earned, but would also help encourage students and families to get involved to reach our goals <p>Do we have a student council? No. Would they be able to help communicate our initiatives to students? Andrea mentions the Well-being team kind of fills that void.</p> <p>Fundraising Ideas:</p> <ul style="list-style-type: none"> - Direct Donation: we are offering schoolwide incentives: stickers, hot chocolate, extended 	Remove basketball and dances from our fundraising list. These events will be run within the school and fundraising will be run by Grade 8s

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		<p>recess</p> <ul style="list-style-type: none"> - Basketball game between students & teachers <ul style="list-style-type: none"> - Will be staff run during lunch time. Trying to decide which students get to participate (eg: lottery); half court + spectators - Not a great fundraising opportunity logistically for council. - Purdy's Chocolates - Arts Night - Silent Auction/baskets - Math/Games Night - Fundraising component could be entering Jelly Bean Jar guessing contest, Snacks, etc - Spring Dance <ul style="list-style-type: none"> - Not a great fundraising opportunity logistically for council. - Loonie for the Lake 	
10	<p>December Family Engagement Event</p>	<p>Looking at Dec 14 for Engagement Event.</p> <p>Possibilities include: Math/Games Night or Winter Fun Night (gingerbread decorating, hot chocolate).</p> <ul style="list-style-type: none"> - Concern about whether we have exhausted our board game donations last year - Suggested maybe a board game exchange in lieu of giving them away. - Last time we had 90 games. We would have only 3 weeks to collect many donations again. <p>Other option is winter night:</p> <ul style="list-style-type: none"> - Paper snowflakes for decoration of council area at school - Hot chocolate - Sugar cookie decorating (for a nominal fee to cover cost) - Warm clothes exchange. <p>Discussion of whether December is the right month for an engagement night? It is a very busy time for families. Might be better to hold event in January.</p> <p>Discussion of what type of engagement event would best bring parents together to connect - suggestions of parent-only social evening vs family-wide events where parents are busy focusing on their kids.</p> <p>Nikki points out the importance of our mission as council to create opportunities for engagement to our families.</p> <p>We would need 3-4 Council members to lead the engagement event. Not enough members volunteer for the date of Dec 14.</p> <p>Decision to push the event to January.</p>	<p>Delay Math/Games Night event to January</p> <p>Council to connect with Andrea to determine best date</p>

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	School Safety Transportation Committee	<p>Follow-up on speaker at School Council forum - The presenter shared traffic calming ideas and examples of what other schools have done to improve safety at drop off and pick up.</p> <p>Suggestion to form a sub-committee to examine Transportation Safety initiatives. Follow-up discussion in January.</p> <p>Sub-committee volunteers: Cathy, Anita, Tina, Georgia, Nikki.</p>	Sub-committee to coordinate research and plan discussion for next council meeting
	Next Session	<p>January Meeting (Jan 16 2024)</p> <ul style="list-style-type: none"> - Review SIP, EQAO, and summary of 3 School Council Forum Sessions <p>Discussion of whether an additional meeting in December or Early January will be needed. Topics already on the January agenda are very big and important, but council initiative (eg: fundraising and engagement events) need time to be discussed as well. Andrea will meet with co-chairs to discuss Agenda for January to determine if an additional meeting is necessary.</p> <p>Barb suggests having an additional meeting in Dec or early January to address council initiative. Andrea will meet with co-chairs to discuss Agenda for January to determine if an additional meeting is necessary</p>	Andrea will meet with co-chairs to discuss Agenda for January to determine if an additional meeting is necessary
	Communication	Due to YRDSB Technical issues, Council's official email isn't working either. Need another way to communicate with families (they are emailing us and it's not getting through. Edsby is still working to communicate our message to parents, but not for them to be able to reach us.	Waiting on YRDSB technical issues to be resolved for more info.
11	Adjourn Meeting	<p>Motion was put forward to adjourn the meeting; The meeting was adjourned at 20:08.</p> <p>Motion to Pass: Anita, 2nd by Jessica</p>	

OUT OF MEETING UPDATES & APPROVALS:

Dec 15, 2023

Principal's Profile revisions are complete. A motion was put forward via email by Barb Kwolek to adopt the Principal's Profile; Seconded by Anne-Marie. Yes votes: Nikki, Jessica, Vanessa, Nicole, Chuan, Farivar, Georgia, and Zahra. The **motion is passed** with a council majority.

January 15, 2023

LWPS School Council Constitution revisions are complete. A motion was put forward via email by Nikki Andal to adopt the changes; Yes votes: Georgia, Anita, Vanessa, Julie, Chuan, Barb, Nicole, Jessica. **The motion is passed** with a council majority.