

LAKE WILCOX PUBLIC SCHOOL SCHOOL COUNCIL MEETING MINUTES TUESDAY SEPTEMBER 19, 2023

Attendees:

Principal: Andrea Welburn Vice Principal: Afrouz Samardi Teacher Representative: Mike Cerullo <i>Co-Chairs:</i> Nikki Andal & Julie Pesonen Treasurer: Anne Marie Kirkness Secretary: Barb Kwolek Fundraising Lead: Anita Fancy <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 <i>Guests:</i> Samira Bayat Mitra Mirshahi Saeid Nikbakht Cathy Proikakis	Regrets:
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1.	Meeting brought to order @ 1843h.
2.	Update from Principal (Ms Welburn) & Teacher Representative (Mr Cerullo) Recognizing the fantastic LWPS staff! Reorganization <ul style="list-style-type: none"> • Anticipating a relatively large re-org due to a large number of intermediate students vs a lower number of primary. Reorganization should be complete Wednesday September 27 Integrating Newcomer Parents into School Council Activities <ul style="list-style-type: none"> • Our School Community Navigators will act as liaison between newcomer parents and our school community. Their role will include guiding these parents through the Canadian educational system and facilitating connections with School Council members. What's happening at the school? <ul style="list-style-type: none"> • Well-Being Team meeting weekly (Gr. 6-8) to plan activities that support student physical and mental health. Activities currently include: <ul style="list-style-type: none"> ○ Walking Club ○ Running Club

LAKE WILCOX PUBLIC SCHOOL PARENT COUNCIL MEETING MINUTES

	<ul style="list-style-type: none"> • Intermediate Boys & Girls Volleyball began tryouts <ul style="list-style-type: none"> ○ Scanlon Creek Outdoor Education (7) <p>Suggestions to council on presence and fundraising</p> <p>Through council we have been able to fund technology. There continues to be a need of tech at our school due to some of the older investments becoming obsolete.</p> <ul style="list-style-type: none"> - 15 Chromebook 3100 placed in 10 homerooms (Gr 3 / 4 to 8) - 10 Chromebook 3100 placed in 5 homerooms (Gr 1 to 2 / 3) - 5 Chromebook 3100 placed in 3 JK/SK homerooms - Chromebooks placed in CC, SSC, Library, MLL teaching staff, main office - 5 Additional HP or Dell 3130 Chromebooks placed in each classroom (1-²/₃) <p>Fundraising efforts are very much appreciated – and go a long way when they include the entire student body (Gr. K to 8) and when the investment has some longevity.</p> <p>With Curriculum Night/Meet the teacher happening next week it would be great to have some council interaction with newer parents – welcoming them and communicating and connecting with them. Mr. Cerullo can ensure that there is space set up. Families can see how helpful fundraising efforts have been.</p> <p><u>Parent Inquiry:</u></p> <p>Could tech wait for the JK/SK grades?</p> <ul style="list-style-type: none"> - We need to rely on the ministry guidance on what best suits children’s educational needs. Tech is actually very prevalent in early education and will be used accordingly. From a tech standpoint, there is less allocated to the JK/SK grades. <p>Connection to SIP (School Improvement Program)</p> <ul style="list-style-type: none"> - Good to tie fundraising to SIP goals - Next meeting Ms Welburn will share the SIP and also share data gathered so far <p>Should be noted that communication from School Council to Staff @ LWPS will be centralized through Mr. Cerullo and Ms Welburn. Specifically, school council should not be reaching out to the staff directly. And, requests from teachers for funds to support extracurricular or school programs will come through Ms Welburn or Mr Cerullo; there will be occasions where a staff member may present their request for funding in-person/virtually to council.</p> <p>Best buy currently has a way to win funding for tech. It’s important to also note that there are companies who are giving grants to schools.</p>
3.	<p>Roles for School Council</p> <p>Roles that the council can consist of:</p> <ul style="list-style-type: none"> - Chair (Co-chair)/Vice Chair - Treasurer

LAKE WILCOX PUBLIC SCHOOL PARENT COUNCIL MEETING MINUTES

	<ul style="list-style-type: none"> - Secretary - Fundraising - Social <p>Treasurer role keeps track of council money; works closely with administration and budget secretary. Makes sure there is an accurate count of money in and money out as well as preparing the report for the meeting. Anne Marie taking on Treasurer, with Christina to shadow.</p> <p>Secretary an important role to keep minutes at meetings as well as to communicate ahead of our meetings on agenda, etc. Barb taking on Secretary</p> <p>New opportunity to have a Fundraising Lead. This person shall lead the charge on fundraising for the school and will keep track of what initiatives are in play as well as lead the committee on fund raising efforts. Anita Fancy taking on NEW role of Fundraising Lead.</p> <p>Chair & Co-Chair liase with the Principal and Vice Principal. They thoughtfully plan events that are geared towards family engagement and fund raising for our school. They lead the School Council and they take information in from parents and families that would be of interest or believe could be represented through council-hosted events. Interest from previous co-chair Nikki. True passion for connecting families to other families and to the school. Passion for community involvement and engaging families. Interest from previous year voting member Julie. A strong volunteer at the school who would love to continue to engage with parents and with their children. Strong sense of community. Nikki & Julie taking on Co-Chair.</p> <p>Added all voting members (listed above) to council as well.</p>
4.	<p>School Council Meeting Dates Established</p> <ul style="list-style-type: none"> - Meetings run from 1830h to 2000h in the school library and are as follow. Note, that meetings may be added to this schedule (with agreement from voting members of the council) <p>Tuesday September 19, 2023 (complete) Tuesday October 17, 2023 Tuesday November 21, 2023 Tuesday January 16, 2024 Tuesday February 20, 2024 Tuesday April 16, 2024 Tuesday May 21, 2024</p> <p>*Note there are no meetings currently scheduled for the months of December, March, and June.</p>
5.	<p>Video: Role of School Councils</p> <p>Link will be sent to everyone with the meeting minutes. Council is asked to take the survey, and time will be allocated at a subsequent meeting to review results and discuss.</p> <p>Link: School Council Policy Review Reflection.</p>
6.	<p>Council Co-Chairs: Family Engagement</p> <p>Would like support in setting up a welcome table, to meet & greet families and connect; setting up a few fun activities (stickers, button making, plinko) and hoping for some donated refreshments.</p>

LAKE WILCOX PUBLIC SCHOOL PARENT COUNCIL MEETING MINUTES

	<ul style="list-style-type: none"> - Mr. Cerullo agreed to have tables/chairs/banners in central area of hallway <p>Idea to create fun tshirts for council (not a council cost – this would be through people paying for their own... perhaps under \$10 for council shirts to stand out at events)</p> <p>Important to show that many of our engagement nights last year were done without using council collected funds; were able to coordinate and run a “Math Night” and a “Literacy Night” through community donation and people volunteering their time.</p> <p>Idea of a School Yearbook Presented</p> <ul style="list-style-type: none"> - Margaret Burns who was a secretary at the school for years was able to run yearbook from 2009-2019; at the time of the pandemic this stopped. - Looking to bring it back this year; Cassandre is willing to support; currently experienced in school yearbook. - This would require staff participation; there are guidelines and rules when sharing photos, especially of other children, and especially for those children who’s families do not consent to their image being used. This would require staff to support. Mr Cerullo and Ms Welburn agreed to take the opportunity to their staff to gauge interest and availability in supporting this initiative.
7.	<p>Communication</p> <p>School council has presence in the newsletter, plus on edsby</p> <p>Get voices out and connect with the families; feel part of community</p> <p>Communication plan – how do we ensure that we reach everyone?</p> <p>Great to have a calendar so it’s easy to plot and easy to see events at a glance</p> <p>Is there a way to inform parents of events/clubs in the school so that tentative children can be encouraged to try from home?</p>
8.	<p>Hot Lunch</p> <p>Last year used lunch box (company) – had a lunch option per day of week and each vendor offered different things (parents could cancel within a given timeframe and would receive credit); worked very well for the school (was coordinated by Anne Marie) – made an average of \$600-\$900 per month</p> <p>Lunch box is not currently an approved provider –</p> <p>As soon as we hear back on approval, we will commence.</p> <p>If we can move forward – we need a Friday volunteer</p> <p>If we cannot move forward there will be a less flexible hot lunch program offered, but it will take time to organize.</p>
9.	<p>Housekeeping Items:</p> <ul style="list-style-type: none"> - Communication with regards to Curriculum Night will be sent out this week - Plan to send out a newsletter/communication next week welcoming families back and providing visibility to key dates. School Council will be able to provide content for the newsletter. Anticipate same cadence as last year (send every other week)

LAKE WILCOX PUBLIC SCHOOL PARENT COUNCIL MEETING MINUTES

	<ul style="list-style-type: none"> - Curriculum Night – Thursday September 28th (book fair will also be on!) - Bookfair runs September 25-29 at the Library - Photo Day is October 3rd, Retakes November 7th
10.	<p>Adjourn</p> <p>Motion was put forward to adjourn the meeting; The meeting adjourned at 2016h. Aim to end meeting no later than 2000h.</p>

Action Items:

Meeting Date	Action Item Description	Owner	Status