

# Meeting Agenda / Minutes

## Silver Stream Public School Council

### Purpose:

- Agenda – To provide an outline of meeting agenda details.
- Minutes – To provide a recap of items discussed during the meeting.

## MEETING INFORMATION

<b>Date</b>	Mar 5 <sup>th</sup> , 2019	<b>Time</b>	6:30 pm - 8:00 pm
<b>Location</b>	Library	<b>Secretary</b>	Deep Swaroop *
<b>Facilitator / Chair</b>	Qusai Kanchwala & Reza Bordbar		
<b>Attendees</b>	Mrs. Yeates – Principal	Mr. Innes – Vice Principal	Marjan Yaghobian - Teacher
	Vivian Du *	Tajunisa Siddiqi *	Kenneth Leung *
	Jiangyan Mu (Jean) *	Joanne Pan *	Syeda Hussain *
	Nisreen Halal		
<b>Regrets</b>	Pari Bayati *	Wael Safwat*	Lynn Chen *
	Robin Tian *	Flora Lu *	Annie Yang *
	Flora Lu *		
<b>Next Meeting Date</b>	Tuesday – April 2 <sup>nd</sup> , 2019 at 6:30pm		

**\* Council voting member for school year 2018-2019**

## SECTION 1: AGENDA

Agenda		
1.	Opening (5 minutes)	
2.	Principal's Report (20 minutes)	
3.	Treasurer's Report (15 minutes)	
4.	Sub-committee Updates (25 minutes)	
5.	Action items responsibility & Review open items last meeting (5)	
6.	Q / A – Open discussion (20 minutes)	
		<b>1 HOUR 30 MINUTES</b>

# Meeting Agenda / Minutes

## Silver Stream Public School Council

### SECTION 2: MINUTES

Highlights and Decisions Reached			
Agenda Item		Discussion Highlights	Decisions Reached / Action Items
1.	Opening	2018-2019 (5th Meeting) Chaired by Qusai and Reza started at 6:30pm with a welcome note	
2.	Principal's Report	<p><b>YRDB confirmation for new staff</b> School received Board's instructions on hiring-freeze for new staff, including teachers.</p> <p>Also, School is awaiting the Board approval for allowed number of students. Approval expected to come by end March'2019.</p> <ul style="list-style-type: none"> <li>▪ Query by Parent: What's the general working time-period for teachers? Is it predefined contract?</li> <li>▪ Response by Principal: It totally depends on teacher's wish i.e. for how long they want to continue.</li> </ul> <p><b>School events updates</b> Principal and teacher updates about the school events :</p> <ul style="list-style-type: none"> <li>▪ Tubing – Running successfully with full supervision. Presence of teachers in both sides of the hill gave full comfort to students.</li> <li>▪ Girl's Baseball – Regional was on 6<sup>th</sup> March 2019</li> <li>▪ Junglesport – Very successful and popular indoor sports program, running for a week in school gym for all graders by trained professionals</li> </ul> <p><b>Suggestion by Joanne</b> – Can consider Junglesport for June'19 Carnival.</p> <p><b>Parent Volunteers</b> – Teacher mentioned that they are always looking for parent volunteers for field trip / events</p>	
3.	Treasurer's Report	<p>Treasurer Joanne shared 'Statement of Receipts and Disbursement' for the period of Nov 13,2018 to Feb 27, 2019</p> <ul style="list-style-type: none"> <li>▪ Available funds \$17,936.77</li> </ul>	

## Meeting Agenda / Minutes

### Silver Stream Public School Council

4.	Sub-committee Updates	<p><b>Family Fun Night feedback</b> As per the Council and School, it was a great success. Suggestions for further improvement of Fun Nights in future are:</p> <ul style="list-style-type: none"> <li>▪ Time allocation should be 2hrs (5:00 – 7:00pm) as the current duration of 3 hours made the event a bit boring for few families.</li> <li>▪ Need to consider more hands-on activities, shows / presentation / music event by kids</li> <li>▪ For Fund raising, we can start charging a \$ for pizza.</li> <li>▪ Fun Night be combined with Cultural Night in next school year</li> </ul> <p><b>Fundraising Updates</b></p> <ul style="list-style-type: none"> <li>▪ Current Lunch program: 3<sup>rd</sup> &amp; last Term Cash Online is already out for Subway, Swiss Chalet and Pizza</li> <li>▪ Kenneth suggested Japanese Restaurant (Leslie &amp; Elgin Mills) as lunch vendor option for next school year. He will talk to the vendor to explore more about food guidelines / menu / cost etc.</li> <li>▪ As per Reza, The Lunch Lady has their own online setup and the Chinese food vendor had challenges with food guidelines so can't be part of school lunch program.</li> </ul> <p><b>Next Movie Night - Thursday April 25<sup>th</sup> 2019.</b></p> <ul style="list-style-type: none"> <li>▪ <b>Speaker (Anxiety)</b> – Teacher shared the views of one 4<sup>th</sup> grader "Life is not worth living due to stress and anxiety".</li> </ul> <p>School considering to arrange for a Speaker to talk about Anxiety on movie night. Volunteers (8 graders / High schoolers) may take care of young kids in gym during movie and parents can attend the Anxiety workshop in Library or other convenient location in school.</p> <p>Qusai offered to help in getting the advertisement posters / flyers done for Movie / Speaker Night. Cost for arranging speaker can be split between School and the Council</p> <p><b>Sub-Committee Updates</b> Subcommittee assignment sheet has been recirculated for sign-up for those interested in signing up. Fortunately, one more parent Nisreen Halal showed her interest to be part of 3 Sub-committees.</p>	<p><b>Action:</b> Kenneth Leung will explore Japanese restaurant as school lunch vendor including proper nutrient food guide lines etc.</p> <p><b>Decision:</b> Movie night combined with Speaker (Anxiety).  Flyer will be arranged by Qusai.</p>
----	-----------------------	---	--

# Meeting Agenda / Minutes

## Silver Stream Public School Council

Highlights and Decisions Reached			
Agenda Item		Discussion Highlights	Decisions Reached / Action Items
5.	Action Items Responsibility & Review Open items from last meeting	'Action item responsibility and Review Open items' from previous meetings is to be circulated by Deep in the next meeting.	<b>Decision:</b> Recirculation of Action Items list in April 5 <sup>th</sup> 2019 meeting.
6.	Q / A	<p>Qusai enquired about how kids feel about the School environment, Math and Reading in classes.</p> <p>Teacher responded that their main focus is to ensure students show interest and love to come to their class / school by themselves. She shared a story about the personal Goodbye / Thank you note written by one of her students.</p> <p>Principal responded that they have a database of the Special Ed and under performing kids and the School was considering a special program for such kids.</p> <p>Reza shared Silver Stream Public School ranked No. 1 in York region and No. 17 in Ontario (as per Fraser Institute)</p> <p>Reza introduced a vendor for Stem Night event.</p> <p>Reza reconfirmed the Carnival date as Wednesday, June 19<sup>th</sup>, 2019</p>	<b>Action:</b> Need to decide a suitable date for the STEM event.
	Adjourn	8:00 p.m. – 1 hour 30 minutes	

## Meeting Agenda / Minutes

### Silver Stream Public School Council

New Action Items					
<i>NOTE: For Completed Action Items, place a (✓) next to the completion date.</i>					
Agenda Item	Action Item / Comments	Owner	Completion Date	(✓)	
1. Sub-Committee updates	Kenneth Leung will explore Japanese restaurant as school lunch vendor including proper nutrient food guide lines etc.	Kenneth Leung	April 2019		
2. Q / A	Need to decide a suitable date for STEM event.	Reza	Sep / Oct 2019		

Previous Action Items – Outstanding					
Date/Agenda Item	Action Item / Comments	Owner	Completion Date	(✓)	
1. Fund Raising updates	Need to finalize at-least one fund raising event for 2018-2019 by council	School / Council	Dec 2018		
2. Council Donation	Assist school to find out the Speaker for Mental Health Program	Chair	Jan 2019		
3. Q / A	Need to circulate the sub committee form again in next meeting. All Council members should be part of at-least one committee.	Deep	Jan 2019		
4. Updates for School Events Calendar	Person need to decide for Auction responsibility	Chair	Feb 2019		
5. Council sponsored school event dates	Date & Time for Musical Theatre in May 2019	School / Council	April 2019		
1. Principal's Report	Explore free program provides by Telus about 'Secure use of Internet'	School / Council	Mar 2019		
2. Treasurer's Report	Check with Neela about the last movie night funds	Joanne	Mar 2019		
3. Updates for School Events Calendar	Principal will think about Graduation day events includes, trip, 3D pictures, food...	Principal / Vice Principal	April 2019		
4. Fund Raising updates	Explore new Subway Vendor	Reza / Deep	Mar 2019		

## Meeting Agenda / Minutes

### Silver Stream Public School Council

Previous Action Items – Closed					
	Date/Agenda Item	Action Item / Comments	Owner	Completion Date	(✓)
1.	Sub-Committee	Need to form various sub-committees	All	Oct 2018	✓
2.	Treasurer's Report	Re-evaluate Lunch prices post- increase due to addition of HST	Chair	Dec 2018	✓
3.	Fund Raising updates	Parent need to inform that can't pay directly to vendors also difficult to reimburse during mid session cancellation	Reza / Deep / Poopah / School	Dec 2018	✓
4.	Council sponsored school event dates	Explore the name for Valentine night event Feb 14, 2019	Ms Pira	Jan 2019	✓
5.	Council sponsored school event dates	Time and types of activities to be discussed with Pari for Art event Jan 17, 2019	School / Council	Jan 2019	✓
6.	Fund Raising updates	Need to follow-up with Chinese lunch vendor	Reza	Jan 2019	✓
7.	Fund Raising updates	Need to explore more about The Lunch lady option	Reza	Jan 2019	✓
8.	Fund Raising updates	Need reimburse 20/21 families due mistake in First term Subway order	Poopah / Joanne	Jan 2019	✓
9.	Fund Raising updates	Arrange volunteers for FUN night	Volunteers team	Feb 2019	✓
10.	Council sponsored school event dates	Time for Math / Stem night in March 28, 2019	School / Council	Jan 2019	✓

Documents Distributed / Reviewed at Meeting (Attach where applicable)			
	Document Name	Attachment / Description	Received From
1.	SSPS Council Treasurer Report	SSPS Council Financial Report	Joanne Pan

# **Meeting Agenda / Minutes**

## **Silver Stream Public School Council**

---

### **Appendix A:**

### **SILVER STREAM SCHOOL COUNCIL**

### **GROUP NORMS**

#### **Group Norms per School council constitution:**

- **Respect, Trust, Acceptance, Caring, and Support each other.**
- **Positive Communications**
- **Start and End meetings on time**
- **Listen to Completion & Respond constructively**
- **Support...Challenge...Counter... decision making**
- **Appreciate alternative approaches and move forward**
- **Take Responsibility for actions**