

# 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>	Oct 16 <sup>th</sup> , 2018	<b>Time</b>	6:30 pm - 8:00 pm
<b>Location</b>	Library	<b>Secretary</b>	Deep Swaroop *
<b>Facilitator / Chair</b>	Reza Bordbar *		
<b>Attendees</b>	Mrs. Yeates – Principal	Mr. Innes	Ms. Pira
	Annie Millares	Sulo Selvaganesh	Syeda Hussain *
	Pari Bayati *	Wael Safwat*	Lynn Chen *
	Jean Mu *	Flora Lu *	Robin Tian *
	Poopeh Aravandi	Neal Bhardwaj	Keith Lee
	Lewis Lee	Lise Tang	Jenny
<b>Regrets</b>	Qusai Kanchwala *	Kenneth Leung *	Tajunisa Siddiqi *
	Vivian Du *	Annie Yang *	Joanne Pan *
<b>Next Meeting Date</b>	Tuesday - Nov 13 <sup>th</sup> , 2018 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 (10 minutes)
4.	Planning - Council sponsored school events-2018-2019 (20 minutes)
5.	Fund Raising Updates (15 minutes)
6.	Council Donation (15 minutes)
7.	Q / A (5 minutes)

**1 HOUR AND 30 MINUTES**

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### SECTION 2: MINUTES

Highlights and Decisions Reached			
Agenda Item		Discussion Highlights	Decisions Reached / Action Items
1.	Opening	2018-2019 – 2 <sup>nd</sup> Meeting chair by Reza at 6:37pm with Welcome Note	
2.	Principal's Report	<b>EQAO Result:</b> <ul style="list-style-type: none"> <li>▪ Presentation by Principal / Vice-Principal about the Gr 3 and Gr 6 EQAO result</li> <li>▪ Attitude and Behavioral Data discussed</li> <li>▪ Significant progress in Reading from Gr 3 to Gr 6 compared to Math</li> </ul> - School Council Forum meeting on Nov 19, 2018 (Monday) at Langstaff Secondary School from 5:30 – 8:30pm. Parents are welcome. - Informed about the soon-to-come email from the Board to all parents, caregivers about the rules governing Cannabis	<b>Decision:</b> Contact school office for more information / participation in forum meeting
3.	Treasurer's Report	- Reza presented the Treasurer's Report on behalf of Joanne as she was unable to attend the meeting - Shared 'Statement of Receipts and Disbursement'. - Available funds \$24,852.31 - Reza and Deep shared Vendor and Council's prices for lunch programs. Vendor cost has increased due to addition of HST	<b>Action:</b> Re-evaluate Lunch prices post-increase due to addition of HST

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Highlights and Decisions Reached		
Agenda Item	Discussion Highlights	Decisions Reached / Action Items
4.          Council sponsored school event dates	<p><u>Movie Nights:</u> 6:30 – 8:30pm (Doors open at 6:00pm)</p> <ul style="list-style-type: none"> <li>▪ November 15, 2018</li> <li>▪ February 28, 2019</li> <li>▪ April 25, 2019</li> </ul> <p><u>Book Swap:</u> By Sulo and Syeda</p> <ul style="list-style-type: none"> <li>▪ Nov 22 &amp; Nov 23, 2018</li> <li>▪ Collection of Books: Nov 20, 21, 22</li> </ul> <p><u>Art &amp; Craft Activity:</u> By Pari</p> <ul style="list-style-type: none"> <li>▪ Jan 17, 2019</li> </ul> <p><u>Family Valentine Night:</u> 6:30 – 8:30pm (Doors open at 6:00pm)</p> <ul style="list-style-type: none"> <li>▪ Feb 14, 2019</li> <li>▪ Need to change the name of the event as not all families celebrate Valentines</li> </ul> <p><u>Family Math Night:</u></p> <ul style="list-style-type: none"> <li>▪ Mar 28, 2019</li> <li>▪ Wael Safwat gave a suggestion - Students to share their projects with other students in Junior classes to accelerate their learning</li> </ul> <p><u>The Musical Theatre for JK to Grade 5:</u> Ms. Scheer is organizing Musical theatre for the School</p> <ul style="list-style-type: none"> <li>▪ May 2019</li> </ul> <p><u>Carnival:</u> June 19, 2019</p> <p><u>Last Council meeting 2018-2019:</u> Sep 17, 2019</p>	<p><b>Action:</b></p> <ul style="list-style-type: none"> <li>- Details to be discussed with Qusai for Movie nights</li> <li>- Time and types of activities to be discussed with Pari for Art event</li> <li>- Ms Pira (Teacher) agreed to explore a more appropriate name for Valentine night event</li> <li>- Time for Math night</li> <li>- Date &amp; Time for Musical Theatre</li> </ul>

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Highlights and Decisions Reached			
Agenda Item		Discussion Highlights	Decisions Reached / Action Items
5.	Fund Raising updates	<ul style="list-style-type: none"> <li>- Need to explore fund raising options. May not be able to continue QSP for next term due to lesser profit</li> <li>- Neel suggested for Mabel's Labels</li> <li>- Pari suggested for Silent auction. Letter from School required to increase positive response from potential sponsors.</li> <li>- Lynn and Robin suggested new Scholastic Science magazine option. Ms Pira will explore further</li> </ul>	<b>Action:</b> Need to finalize at least one fund raising event for 2018-2019
6.	Council Donation	<ul style="list-style-type: none"> <li>- Principal would explore and discuss with teacher about wish-list in PA day (Oct 21<sup>st</sup>)</li> <li>- Funds can be used for technologies including Notebook for individual</li> </ul>	<b>Decision:</b> Principal agreed to come back with teacher wish-list
	Q / A	<ul style="list-style-type: none"> <li>- Syeda / Poopah brought up the point about resources required to setup new class in Portable 1. During curriculum night, some parents realized that Ms. Fabian (new teacher) needs help to setup the classroom.</li> <li>- Jenny (parent) brought up the topic of Hygiene / Cleanliness of school washrooms. Her daughter (Gr 1) hesitated using washrooms as they were not clean</li> <li>- Reza / Deep requested Council to actively participate in School events and also encourage other parents to do the same.</li> </ul>	<b>Decision:</b> - Principal agreed to look into this and discuss further in the next meeting
	Adjourn	8:20 p.m. – 1 hour AND 50 minutes	

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## 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. Treasurer's Report	Re-evaluate Lunch prices post- increase due to addition of HST	Chair	Dec 2018		
2.	Time and types of activities to be discussed with Pari for Art event Jan 17, 2019	School / Council	Dec 2018		
3.	Council sponsored school event dates	Explore the name for Valentine night event Feb 14,2019	Ms Pira	Jan 2019	
4.		Time for Math night in March 28, 2019	School / Council	Feb 2019	
5.		Date & Time for Musical Theatre in May 2019	School / Council	April 2019	
6.	Fund Raising updates	Need to finalize at-least one fund raising event for 2018-2019 by council	School / Council	Dec 2018	

Previous Action Items – Outstanding					
Date/Agenda Item	Action Item / Comments	Owner	Completion Date	(✓)	
1. Sub-Committee	Need to form various sub-committees	All	Oct 2018		

Previous Action Items – Closed					
Date/Agenda Item	Action Item / Comments	Owner	Completion Date	(✓)	
1. Coordinate Lunch Volunteers	Set up a communication channel for volunteers to sign-up the dates for helping out lunches	Robin / Jean	26 Sep 2018	✓	
2. Subway-Lunch Program	Robin/Jean to find out volunteers to take over Subway lunch program	Robin / Deep	29 Sep 2018	✓	
3. Donation Summary Report (2017-2018)	Joanne to check with Neela (School sec) Donation Summary report 2017-2018	Joanne	13 Oct 2018	✓	

Documents Distributed / Reviewed at Meeting (Attach where applicable)			
Document Name	Attachment / Description	Received From	
1. SSPS Council Meeting Agenda	2018-10-16- SSPS Council Agenda.docx	Reza	
2. SSPS Council Treasurer Report	SSPS Council Financial Report	Reza	

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## **Silver Stream Public School Council**

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### **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**