

# 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>	Sep 18th, 2018	<b>Time</b>	7:00 pm - 8:30 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. Yaghobian
	Annie Millares	Sulo Selvaganesh	Fiona Hongmei Li
	Joanne Pan *	Syeda Hussain *	Kenneth Leung *
	Annie Yang *	Lynn Chen *	Wael Safwat*
	Jean Mu *	Robin Tian *	Vivian Du *
	Tajunisa Siddiqi *	Flora Lu *	Pari Bayati *
	Poopeh Aravandi	Lise Tang	Ann Wang
	Sheila See	Mei Yan	Sabrina Shan
	Jingsong (Gary) Liao	Neal Bhardwaj	Keith Lee
	Haozheng Tong	Coco Yin	Peng Luo
	Joanna Tse	Lewis Lee	Xiaonan Wu
<b>Regrets</b>	Qusai Kanchwala *		
<b>Next Meeting Dates</b>	Tuesday - Oct 16 <sup>th</sup> , 2018		

\* Council voting member for school year 2018-2019

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### SECTION 1: AGENDA

Agenda	
1.	Opening (5 minutes)
2.	Principal's Report (20 minutes)
3.	Treasurer's Report (10 minutes)
4.	Intro of Election Committee (5 minutes)
5.	Election Committee (25 minutes)
6.	Good Bye Members - 2017-2018 (5 minutes)
7.	Open discussion (20)

**1 HOUR AND 35 MINUTES**

### SECTION 2: MINUTES

Highlights and Decisions Reached			
Agenda Item		Discussion Highlights	Decisions Reached / Action Items
1.	Opening	30 parents attended council meeting, great turnout.	

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Highlights and Decisions Reached			
Agenda Item		Discussion Highlights	Decisions Reached / Action Items
2.		<p><b>School Start up includes:</b></p> <p><b>First Day of School</b>            Asked feedback and experiences of First day of school including classrooms / teacher assigned, entry gate by Principal-Vice Principal. As per some parents it was well organized and smooth</p> <p><b>New / Changes</b>  <u>Introduced 'Flexible entry'</u> - Students will enter the school anytime from 7:50-8:05 to avoid congestion in the parking lot around 8 o'clock. Teachers on duty inside for these 15 minutes.  <u>Calming room</u> - as name shows, will help students to think about the incidence / situation in calm environment  <u>Parking lot</u> - For safety reason, create a continuous loop. Car will enter off Shirley and exit on to Farmstead Road, either turning left or right onto Farmstead at that point.</p> <ul style="list-style-type: none"> <li>No parking of vehicles in the staff parking lot.</li> </ul> <p><b>Re-Organization of 5/6 Grader (Non-gifted only)</b>            Due to a large increase in student population, allocated an additional teacher also reduce the size of regular stream Grades 5, 5/6 and 6 classes by making two straight Grade 5 classes and two straight Grade 6 classes.</p> <p><b>New Staff</b></p> <ul style="list-style-type: none"> <li>Hannah Fruchtman--.5 ELL (LTO)</li> <li>EA's: Tiffany Lacrosse and Nicole Rosen</li> <li>LTO's: Mr. Denicola, Ms. Sabatini, Mr. Maisel, Mrs. Fassel, Ms. Figotina</li> <li>DECE: Tammy Lui (LTO)</li> <li>EQAA: Neela Mistry</li> <li>Office Admin: Rose Ferruzzo</li> </ul> <p><b>Volunteer-</b> Conveyed message behalf of Mr Maisel – need Volunteer for Scholastic Book fair</p>	<p><b>Action:</b>            Entry Gate: Need to know that Students can use any gate to enter the school</p>
3.	Treasurer's report	<p>- Fiona presented council account balance, \$19,076.14 as of Aug 31st, 2018.</p> <p>- Also reported Net of \$24,992.35 from Fund raising</p> <p>- Shared Donation Summary 2017-2018</p>	<p><b>Action:</b>            Need to verify with Neela (school Sec.) some categories in 'donation summary report'</p>

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Highlights and Decisions Reached			
Agenda Item		Discussion Highlights	Decisions Reached / Action Items
4.	Intro of Election Committee	<ul style="list-style-type: none"> <li>- Chair Reza introduced Election committee members Annie &amp; Sulo</li> <li>- Voting members has to involve at least two activities in 2018-2019</li> </ul>	
5.	Election Committee	<ul style="list-style-type: none"> <li>- Annie &amp; Sulo introduced the rules and guidelines for Council elections</li> <li>- Annie read the nomination forms submitted by parents of their interest in council participation / voting member</li> <li>- Explained parents can actively participate in the council without being a voting member</li> <li>- 35 parents submitted the nomination forms for being council voting members; 20 of them attended this meeting; Of which, 15 showed their interest and were thus elected Silver Stream Council voting members for 2018-2019 school year.</li> </ul> <p><b>For the Executive positions:</b></p> <p><u>Co-Chairs:</u> Existing Chairs</p> <p><u>Treasurer and backup:</u> Two parents expressed interest in being Treasurer. Of this, one was elected Treasurer and the other as Treasurer's backup.</p> <p><u>Secretary, Co-Secretary and backup:</u> Three parents expressed interest in being Secretary. Of this, one was elected Secretary, others as Co-Sect and backup.</p> <p>Names of the elected members are as follows:</p> <p><b>Annie Yang, Pari Bayati, Flora Lu, Vivian Du, Tajunisa Siddiqi, Robin Tian, Wael Safwat, Jean Mu, Kenneth Leung (treasures'bk), Lynn Chen (sec'bk), Joanne Pan (treasure), Syeda Lubna Hussain (co-sec), Deepshikha Swaroop (sec), Reza Bordbar (co-chair), Qusai Kanchwala (co-chair)</b></p> <ul style="list-style-type: none"> <li>- Principals, Mrs. Yeates and Mr. Innes are also council executive members.</li> </ul>	<p><b>Decision:</b></p> <p>15 members has been elected including 5 executives and 10 voting members</p>

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Highlights and Decisions Reached			
Agenda Item		Discussion Highlights	Decisions Reached / Action Items
6.	Open discussion	<ul style="list-style-type: none"> <li>- Volunteers are needed to maintain 'Volunteer list' &amp; QSP-Magazine Fund Raising event.</li> <li>- Subway (Monday), Swiss Chalet (Wednesday) &amp; Pizza (Friday) lunch programs will continue as last year</li> <li>- Mervana concerned point raised by Wael and principle mentioned that school already has strong policies</li> <li>- Future Meeting Dates: Tuesday' 2018-2019               <ol style="list-style-type: none"> <li>1. Oct 16<sup>th</sup></li> <li>2. Nov 13<sup>th</sup></li> <li>3. Dec – No Meeting</li> <li>4. Jan 15<sup>th</sup></li> <li>5. Feb – No Meeting</li> <li>6. Mar 5<sup>th</sup></li> <li>7. April 2<sup>nd</sup></li> <li>8. May 7<sup>th</sup></li> <li>9. June 4<sup>th</sup></li> </ol> </li> </ul> <p style="text-align: center;">i.</p>	<p><b>Decision:</b></p> <ul style="list-style-type: none"> <li>- Robin willing agreed, continue 'volunteer list task' and Jean will assist him</li> <li>- <u>QSP</u>- Poopeh is ready to take over and some parents came forward to assist her.</li> <li>- 2018-2019 Meeting Dates.</li> </ul> <p><b>Action:</b></p> <ul style="list-style-type: none"> <li>- <u>Subway</u>: Urgent volunteers require to takeover Subway lunch program</li> <li>- Parent volunteers are needed for monitoring school lunches</li> </ul>
	Good Bye Members- 2017-2018	Good buy with good wishes to Nan Weng, Dawn Ko, Fiona Hongmei Li, Lisa Qiu Ling Yang for there valuable support and guidance	
	Adjourn	8:30 p.m. – 1.30 hours	

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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.	Subway-Lunch Program	Robin/Jean to find out volunteers to take over Subway lunch program	Robin	ASAP	
2.	Donation Summary Report (2017-2018)	Joanne to check with Neela (School sec) Donation Summary report 2017-2018	Joanne	15 Oct 2018	
3.	Sub-Committee	Need to form various sub-committees	All	16 Oct 2018	

Previous Action Items – Outstanding					
	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	On going	

Documents Distributed / Reviewed at Meeting (Attach where applicable)			
	Document Name	Attachment / Description	Received From
1.	SSPS Council Meeting Agenda	2018-09-18- SSPS Council Agenda.docx	Reza
2.	SSPS Council Treasurer Report	SSPS Council Financial Report	Fiona

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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**

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### Silver Stream Public School Council

#### Appendix B:

### Silver Stream School Council Donation Summary 2017-2018

#	Category donated	Amount	Decision Made on	Details / Comments
1	Area rugs or ground pads for library	\$1200	October 17 <sup>th</sup> , 2017	For kids to sit down and read comfortably
2	Technology Cost Sharing	\$6,250	November 14 <sup>th</sup> , 2017	School board will match \$6,250, for purchasing 41 Chromebooks
3	Kindergarten Outdoor Plan	\$5000	November 14 <sup>th</sup> , 2017	For Kindergarten Outdoor facilities; share the cost with school.
4	Settlers of Catan	\$300	November 14 <sup>th</sup> , 2017	For Kindergarten
5	Music Instruments	\$1000	November 14 <sup>th</sup> , 2017	
6	Musical Theatre	\$1800	November 14 <sup>th</sup> , 2017	Including Kindergarten kids too,
7	Books for Classroom	\$500	November 14 <sup>th</sup> , 2017	For purchasing books in Scholastic fair.
8	Family in need	\$500	March 6 <sup>th</sup> , 2018	
9	For Community School in Nepal	\$800	March 6 <sup>th</sup> , 2018	For school uniforms for Phoplo Community School in Nepal
10	Grade-8 Graduation ceremony	\$3000	May 22 <sup>nd</sup> , 2018	For 83 grade-8 students
11	Teachers' wish list for ELL books/Online resource, bikes for Kindergarten, painting mascot	\$5060	June 19 <sup>th</sup> , 2018	<ul style="list-style-type: none"> <li>- ELL books and online resources, \$1,500.</li> <li>- 5 Kindergarten bikes \$1,300.</li> <li>- Painting school mascot, the Falcon on the gym wall, \$2,260.</li> </ul>
	<b>Total</b>	<b>\$25,410</b>		



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#### Appendix C:

### Silver Stream School Council Donation Summary 2016-2017

#	Category donated	Amount	Decision Made on	Details / Comments
1	Books for classroom	1,000	November 15, 2016	For kids to read independently
2	Chick Hatching	240	November 15, 2016	For Kindergarten
3	Dance Program	2,000	November 15, 2016	For Grade-7 and Grade-8
4	Maker Space in the library	1,500	November 15, 2016	Purchase items for science, math, problem solving
5	Portable Chrome books for all grades (1-8)	9,000	November 15, 2016	Provide all classrooms grade 1-8; School board will fund the rest \$6250 through cost-sharing program
6	Portable Smart-board	4,000	November 15, 2016	for Kindergarten
7	Grade-8 graduation ceremony	3,000	November 15, 2016	
8	Families in need	500	November 15, 2016	
9	Yoga by professional instructor	2,880	November 15, 2016	3 sessions per class
10	ROM Edukits to support curriculum (Grade 4-6)	400	November 15, 2016	Hands on kits from the ROM that support curriculum
11	Movie License	400	November 15, 2016	For a year
12	Performing Arts Program	2,000	February 17, 2017	For Kindergarten – Grade 3
13	3D printer and initial printing material	2000	June 13, 2017	For science projects
	<b>Total</b>	\$28,920.00		

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#### Appendix D:

### Sliver Stream School Council Donation Summary 2015-2016

#	Category donated	Amount	Decision Made on	Details / Comments
1	Benches	\$1,500	November 17 <sup>th</sup> , 2015	For "Buddy Bench" idea raised by students; council will pay up to \$1,500.
2	Pavement Marking	\$1,200	December 15, 2015	
3	Books for classrooms	\$670.75	November 2015	Approved up to \$1,000
4	1 Water Bottle Refilling Station	\$1,500	December 15, 2015	Council approved \$1,500 of \$2,500 cost
5	Starfall Website	\$189	January 26, 2016	
6	Permanent Score Board	5491.50	January 26, 2016	Council approved \$6000 as budget.
7	Technology Equipment	\$6,000	April 5, 2016	
8	Music Alive	\$500	April 5, 2016	
9	Science Materials	\$2,000	April 5, 2016	
10	Prologue Performance	\$1,500	April 5, 2016	
11	Welcome Kindergarten Package	\$300	April 5, 2016	Welcome kit for Kindergarten family
12	Support For Family	\$600	April 5, 2016	
13	Winit's Stickers/Materials	\$500	April 5, 2016	
14	Guest Speaker	\$1,000	April 5, 2016	Using critical thinking in Math
15	Grade 8 graduation Ceremony	\$4,000	April 5, 2016	For Grade 8 Students; need to verify the amount this year.
	Total	\$26915.25		

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#### Appendix E:

### Sliver Stream School Council Donation Summary 2014-2015

#	Category donated	Amount	Decision Made on	Details / Comments
1	Technology Equipment	\$13,177	October 28, 2014	For 6 LCD Projectors, 13 Laptops, 1 Mac Pro, and 10 iPads school year of 2014-2015.
2	Musical Events for school bands	\$500	December 02, 2014	To support two musical events, one is both Grade 7&8 and Grade 8 bands going to Newmarket and the other one is Grade 8 band going to Ontario music festival in Wonderland.
3	Grade 8 graduation Ceremony	\$4,000	Jan 13, 2015	For all 119 Grade 8 Students, around \$30 per person.
4	Staff Wish List	\$8,000	Jan 13, 2015	Equity and Inclusivity Presentations 400 for Kindergarten Skating 10 iPad Minis in total 10 speakers
5	Kindergarten Welcome package	\$300	March 31, 2015	For Kindergarten Welcome Night.
6	"Forest of Reading" book purchase	\$4000	May 12, 2015	"Forest of Reading" program, for both junior and intermediate students
7	Long Term Technology Equipment	\$13,000	June 2, 2015	15 iPad for 3 French teachers ~\$8,000 3 ceiling-mounted projectors ~\$3,000 Apple Desktop ~\$2,000
	Total	\$42,977		