

# 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>	October 17 <sup>th</sup> , 2017	<b>Time</b>	7:00 pm - 8:30 pm
<b>Location</b>	Library	<b>Secretary</b>	Nan Weng
<b>Facilitator / Chair</b>	Qusai Kanchwala / Reza Bordbar		
<b>Attendees</b>	Mrs. Yeates – Principal	Mr. Innes – Vice Principal	Mrs. Yaghobian
	Mrs. Weller	Annie Haiying Wang *	Annie Yang *
	Annie Millares *	Brian Lim *	Deepshikha Swasoop *
	Dawn Ko	Kenneth Leung *	Lisa Qiu Ling Yang *
	Lise Tang	Michael She *	Nan Weng *
	Pari Bayati	Poopeh	Qusai Kanchwala*
	Reza Bordbar *	Robin Tian *	Sulo Selvaganesh *
<b>Regrets</b>	Fiona Hongmei Li *	Wael Safwat*	
<b>Next Meeting Dates</b>	<ol style="list-style-type: none"> <li>1. November 14<sup>th</sup>, 2017, Tuesday</li> <li>2. January 16<sup>th</sup>, 2018, Tuesday</li> <li>3. March 6<sup>th</sup>, 2018, Tuesday</li> <li>4. April 17<sup>th</sup>, 2018 Tuesday</li> <li>5. May 22<sup>nd</sup>, 2018, Tuesday</li> <li>6. June 19<sup>th</sup>, 2018, Tuesday</li> <li>7. September 18<sup>th</sup>, 2018, Tuesday</li> </ol>		

\* Council voting member for school year 2017-2018

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### SECTION 1: AGENDA

Agenda	
1.	Opening (5 minutes)
2.	Principal's Report (40 minutes)
3.	School Council Meeting Dates (10 minutes)
4.	Sub-Committee Formation (20 minutes)
5.	Communication Channels (10 minutes)
6.	Lunch Program Update (10 minutes)
7.	Open Items for Last Meeting (15 minutes)

**1 HOUR AND 50 MINUTES**

### SECTION 2: MINUTES

Highlights and Decisions Reached			
Agenda Item		Discussion Highlights	Decisions Reached / Action Items
1.	Opening	Approved previous meeting minutes.	
2.	Principal's Report	<p>- Mrs. Yeates and Mr. Innes reviewed the EQAO results with the attendees, by looking into the data at a deeper level, including gender breakdown, language background, contexture information over time, and questionnaire results from kids. Teachers will use the result data to adjust the teaching strategies. Details can be found in EQAO website: <a href="http://www.eqao.com">http://www.eqao.com</a>.</p> <p>- York Region School Board is committed to provide an equitable, accessible, and inclusive environment. School's focus this year will be equity, while following the board's strategies on Math, Mental Health, and Modern Learning. The school plans to understand students and family better in order to promote sense of belonging, equity, and inclusivity, helping kids move to the next level of excellency. In the coming PA day on October 20<sup>th</sup>, teachers will review the Climate Survey result. Board also provide a lot of equity related training to school staff.</p> <p>- Meeting attendees were asked to write down suggestions on what school can do to improve parent and family engagement and foster positive relations between home and school.</p> <p>- <b>November 10<sup>th</sup></b> has Remembrance's Day Assembly; there is an Ambassador meeting at 11:30 am right after the Assembly.</p> <p>- Progress Reports are going home on <b>November 22<sup>nd</sup></b>;  <b>Parent/Teacher interview</b> will be held on <b>Nov. 23<sup>rd</sup> evening and Nov. 24<sup>th</sup> morning</b>.</p>	

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Highlights and Decisions Reached			
Agenda Item		Discussion Highlights	Decisions Reached / Action Items
3.	Fund Requests	<ol style="list-style-type: none"> <li>1. School library needs new area rugs (one big and one small) for kids to sit down and read comfortably. Ground pad was suggested as well. Council members approved funds up to <b>\$1200</b> for purchasing rugs or pads.</li> <li>2. Music teachers requested funds for purchasing two soprano metallophones @ \$325 each, two alto metallophones @ \$375 each, and one bass metallophone at \$680; total is <b>\$2080</b>. Will postpone the discussion and decision to next meeting.</li> <li>3. Kindergarten is requesting Lego bricks, outdoor blocks, mud kitchen and accessories. Total is about <b>\$3000</b> in total. Mrs. Yeates will gather more information and have the teachers prioritize the items; there is a possibility that school can share the cost. Will postpone the decision to next meeting.</li> <li>4. Every year, school council will donate about <b>\$1000</b> for classrooms to purchase books from Scholastic sale in December. Will gather detailed wish list from classroom teachers and discuss in next meeting.</li> </ol>	<p><b>Decision:</b> Council approved up to \$1200 for library to install new area rugs or ground pads.</p>
4.	School Council Meeting Dates	<p>Coming Council meetings for year 2017-2018 will be conducted on following dates:</p> <ol style="list-style-type: none"> <li>1. November 14<sup>th</sup>, 2017, Tuesday</li> <li>2. January 16<sup>th</sup>, 2018, Tuesday</li> <li>3. March 6<sup>th</sup>, 2018, Tuesday</li> <li>4. April 17<sup>th</sup>, 2018 Tuesday</li> <li>5. May 22<sup>nd</sup>, 2018, Tuesday</li> <li>6. June 19<sup>th</sup>, 2018, Tuesday</li> <li>7. September 18<sup>th</sup>, 2018, Tuesday</li> </ol>	
5.	Sub-Committee Formation	<ol style="list-style-type: none"> <li>1. <b>Family Engagement (Movie nights, Carnival):</b> Pari, Qusai, Sulo, Deep, Michael, Annie Yang.</li> <li>2. <b>Education, Community Safety, and ProGrant:</b> Lisa, Robin, Michael, Qusai, Annie Yang, <b>Brian</b>.</li> <li>3. <b>Fundraising</b> (QSP, Lunch Programs, Cash Donation): Brian, Reza, Nan, Robin, Kenneth, Annie Wang, Gigi.</li> <li>4. <b>Culture and Equity:</b> Wael and Deep</li> </ol>	

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Highlights and Decisions Reached			
Agenda Item		Discussion Highlights	Decisions Reached / Action Items
6.	Communication Channels	Discussed about what's the best the social media to promote family engagement, Facebook, Twitter, Google Group, or Blog. Will keep using Google Group for Council internal use, and School Blog for all parents. Members feel free to explore other channels like Facebook group; if it can attract more families, the links can be posted in school website to promote it later.	<b>Action Item:</b> - Nan to send latest contact list to Qusai for updating Council Google Group.
7.	Lunch Program Update	Subway lunch this Monday was messy without parent volunteer. Need to better coordinate volunteers. Lisa suggested to have small group of members in charge of the coordinating volunteers.	<b>Action Item:</b> - Nan and Robin will set up a communication channel for volunteers to sign-up the dates for helping out lunch programs.
8.	Miscellaneous	<ul style="list-style-type: none"> <li>- Will continue cash donation. Qusai will draft a flyer.</li> <li>- Thanksgiving lunch (for next year), Bingo nights, and culture event were suggested as activities for engaging families.</li> <li>- <b>QSP Cookie Doughs will be delivered on parent/teacher interview days.</b></li> </ul>	<b>Action Item:</b> - Qusai will draft a flyer for cash donation.
9.	Adjourn	9:00 p.m. – 2 hours	

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.	Draft flyer for cash donation	Qusai will draft a flyer for cash donation.	Qusai	November 14 <sup>th</sup> , 2017	
2.	Coordinate Lunch Volunteers	Set up a communication channel for volunteers to sign-up the dates for helping out lunch programs.	Nan and Robin	October 22 <sup>nd</sup> , 2017	
3.	Update Google Group for Council members	Nan to send latest contact list to Qusai for updating Council Google Group.	Nan and Qusai	October 22 <sup>nd</sup> , 2017	

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### Previous Action Items – Closed

	Date/Agenda Item	Action Item / Comments	Owner	Completion Date	(✓)
1.	Meeting Dates	Decide council meeting dates for this school year.	All	October 17, 2017	✓
2.	Communication channels	Discuss further about communication channels, google groups vs. Facebook.	All	October 17, 2017	✓
3.	Sub-committees	Need to form various sub-committees.	All	October 17, 2017	✓
4.	Volunteers	Reza will get a list volunteers from school.	Reza	September 29, 2017	✓

### Previous Action Items – Outstanding

	Date/Agenda Item	Action Item / Comments	Owner	Completion Date	(✓)
1.	N/A				

### Documents Distributed / Reviewed at Meeting (Attach where applicable)

	Document Name	Attachment / Description	Received From
1.	SSPS Council Meeting Agenda	2017-10-17 - SSPS Council Agenda.docx	Reza
2.			

# **Meeting Agenda / Minutes**

## **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**

## Meeting Agenda / Minutes

### Silver Stream Public School Council

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#### Appendix B:

### Sliver 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
	<b>Total</b>	<b>\$1200</b>		

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### Sliver 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		

#### Appendix C:



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#### Appendix D:

### Silver 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 iPads for 3 French teachers ~\$8,000 3 ceiling-mounted projectors ~\$3,000 Apple Desktop ~\$2,000
	Total	\$42,977		