

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

Date	November 17 th , 2015	Time	7:00 pm – 8:30 pm
Location	SSPS – Library	Secretary	Nan Weng
Facilitator / Chair	Qusai Kanchwala		
Attendees	Carol Takagi – Principal	Ann Gnoinski – Vice Principal	Mrs. Yaghobian – Teacher Representative
	Mrs. Weller – Staff Representative	Natasha Chan - Student Council Member	Shakeib - Student Council Member
	Marcus Chan – Student Peer Group Representative	Annie Millares *	Dawn Ko *
	Dennis Xu	Gigi Yuen	Helen Dai *
	Henry Yan *	Jeffie Jia	Josephine Khoo *
	Joyce Yu	Kenny Chan	Lisa Qiu Ling Yang *
	Lorne Lum	Michael She *	Nan Weng *
	Pari Bayati *	Philip Zhu *	Qusai Kanchwala *
	Sheila Cheh Seeyave	Sulo Selvaganesh *	Susunne Lum
Regrets	Teodor (Lawrence) Tecsa	Vivian Ying Li *	
	Ali Amini *	Charles Ling *	
Next Meeting Dates	<p style="text-align: center;">Tuesdays:</p> <ol style="list-style-type: none"> 1. Dec 15,2015 2. Jan 26,2016 3. March 1,2016 4. April 5,2016 5. May 10,2016 6. June 7,2016 7. Sep 27,2016 		

* Council voting member

SECTION 1: AGENDA

Agenda	
1.	Student guests' speeches
2.	Principal's Report (20 minutes)
3.	Treasurer's Report (5 minutes)
4.	Committees Updates (45 minutes)
5.	Actions Item Review (10 minutes)
Total Planned Duration	
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.	<p>Student Guests' Speeches</p> <ul style="list-style-type: none"> - Two members of Student Leadership Council, Natasha Chan and Shakeib, gave introductions for Student Leadership Council. - Marcus Chan from Student Peer Group presented an idea of helping build social relationships with newcomers during recess time, by setting up a few "buddy benches" on the school property. The estimated cost for benches including installation is \$1,500. Marcus would like to get Council's help on covering the cost. 	<p>Decisions:</p> <ul style="list-style-type: none"> - Council will donate up to \$1,500 for setting up "buddy benches".
2.	<p>Principal's Report</p> <ul style="list-style-type: none"> - Carol updated on staffing and report cards: <ul style="list-style-type: none"> - Two teachers will be on mat-leave (Sarcevic & Wong) - The progress report cards will go home on December 10th. - There is not going to be a teachers' night this year; parents can request for conferences with teachers, but teachers will be initiating them where a student is progressing with difficulty. The meetings could be held on Thursday evening, November 26th or Friday, November 27th, the PA day. - Ann updated on healthy-school and art initiatives: <ul style="list-style-type: none"> - School has "Teri Fox Run" on October 1st this year. - Students are having "Step Up Challenge" currently, by climbing stairs to promote an active lifestyle and aim to climb the same number of steps as the CN Tower (1776). - National Sports Week starts on coming Saturday, Nov. 21st. Kids are encouraged to try different kinds of sports at home. - Mrs. Andrade continues organizing "Fit Spirit" for girls. - There is going to be a "Jump Rope/Hoop for Heart" event. - There is going to be nutrition initiative helping kids choose healthy food and snacks. And school will apply for a Provincial Ministry Funding for healthy school initiatives. - Will continue the Artist in Residence (AIR) program this year; an artist will come to school working with Grade-7 students on an art project during winter time. The projects were drama and visual arts in past two years; the feedback from parents and students is very positive. This year's project will be dancing or drumming. - School has placed the orders for IPad Minis, Projectors and some of the remaining technology items donated by council in previous school year. 	
3.	<p>Treasurer's Report</p> <ul style="list-style-type: none"> - The opening balance is \$29,622.95. With Pizza and Subway sales and Pizza payments; the approximate balance is \$52,241.20. - Need to bring in the cash donation collected at the beginning of the year, about \$6,200. And there could be a \$6,000 pending payment and update Mrs. Weller and Helen. - Sub-Committee will sort out Subway payments. - Mrs. Weller will find out if the \$6,000, which was donated by council last year, has been transferred to school account or not. 	<p>Action Items:</p> <ul style="list-style-type: none"> - Sub-Committee will sort out Subway payments. - Mrs. Weller will investigate the \$6,000 pending payment.

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4.	<p>Committees Updates</p> <ul style="list-style-type: none"> - The plan for Fund Raising Committee will be postponed due to the new policy that council fund raising initiatives need to tie with School Improvement Plan, which was deferred to December. - Annie updated on QSP event, which has made about \$1,690.74 profit; will need to pay \$39 key chain cost. - Michael gave updates on behalf of Education Committee: <ul style="list-style-type: none"> - Will host a Parent Night, bringing a member of “Community Outreach Team” in local police station to talk about community safety and crime prevention. Date will be determined, might be in January or February. There is an application process to follow, and a small cost involved. Plan to use “Parent Involvement Fund” to provide refreshments. Carol suggested to send flyers to neighbor schools and plan it on Thursday night when there is a permit to host events. - Education Committee recommends the “Starfall” app for tablets. School license costs ~US\$3000; family license costs US \$35. It was suggested to use Council fund to pay for families who are willing to use the app. However, the desktop version through internet is free; it is not recommended for Council to cover cost. Carol will recommend it to parents as additional education resource through Blog. Also Mrs. Yaghobian will find out if Starfall is one of the apps used in the classrooms’ desktops already. - Additional online resources were recommended by parents, like Mathletics and khanacademy. - Michael has a list of free education online resources in York Region; will send it to Carol to post on the Blog. - Bella (used to be council member) delivered a presentation about free online library resources; Dawn will reach out to see if she could do it again for our school. - Sulo will find out if EQAO consultant could come again to do a presentation. - Teodor will provide a leadership program: <ul style="list-style-type: none"> - On Wednesday evenings, 7:00 – 8:30 pm - For kids in Grade 5-8; location will be in school - Each session will run for 8 weeks, cost is \$180 + HST; will have different activities each week. - Program includes components of multi-culture, public speaking, activities to train leadership and team-building skills, as well as some technology pieces. - 8 kids minimum start a session; can start at any time when enough kids enroll. 	<p>Action Items:</p> <ul style="list-style-type: none"> - Education Committee will complete the application process with Police “Community Outreach Team” and finalize the date for Parent Night. - Carol will recommend Starfall to parents as additional education resource though Blog. - Mrs. Yaghobian will find out if Starfall is one of the apps used in the classrooms’ desktops. - Michael will verify free StarFall content and whether Starfall can be run through a tablet browser. - Michael will send a resource list for Carol to include it in the Blog. - Dawn will reach out to Bella to do the library resource presentation again for our school. - Sulo will find out if EQAO consultant could come again to do a presentation.

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Highlights and Decisions Reached		
Agenda Item	Discussion Highlights	Decisions Reached / Action Items
5.	<p>Committees Updates - Continue</p> <ul style="list-style-type: none"> - Family Engagement Committee: <ul style="list-style-type: none"> - Will host a Movie Night on December 3rd, 2015; sell popcorn, juice box and water bottle, \$1 for each item. Carol suggested using this opportunity to inform parents to donate non-perishable food items. - The movie license we purchased last year for showing movie in school (only movies from 21st Century and Fox, but not from Disney or Pixar), will expire in March, 2016; will organize couple of more movie nights in order to fully utilize the license. - Will organize a game night in February by setting various stations, like BINGO, Monopoly, assembling Bird House and etc. - May have a Spring Bazaar night in April, ex. a magic show. - Proposed on the date for June BBQ/Carnival event as June 2nd. Carol and Ann will confirm this date is good, and then committee could start booking the vendors ahead of time. - Carol suggested "Scientist at School" for both kids and parents. - Pari suggested wrapping gifts for orphanages. Delivery is a challenge, it would be ideal that organizations will pick up the donated gifts. Will investigate other local communities, which accept gift donations. - Pizza and Sub lunches <ul style="list-style-type: none"> - Both lunch programs could make approximately \$20,000 per school year altogether. - Subway delivers separate sub sauces for 5 kids who are allergic to mayo. Subway will increase the price if separating the sauce in a container for all students; and most students will throw away the sauce if not added in the sub based on previous experience, so will keep current process by adding light mayo in the subs. - Subway Wrap doesn't meet Ontario's New Nutrition Standards; decided not to provide Subway Wrap as additional option; Sub Committee will explore more vendors for next year. - Carol passed the advertisement for Swiss Chalet to Qusai for him to investigate. - Sulo updated on Book Swap event: <ul style="list-style-type: none"> - Kids to bring gently used books to school from Nov. 24 to 26. - Volunteers to set up in gym on Nov. 26 Thursday evening. - Book Swap begins at 4:30-7:30 on Nov. 26, continues at 9:00 am, Nov. 27, Friday morning; left-over books will be available on Nov. 30, Monday, at lunch recess time. - Philip on Health Committee and FLL: <ul style="list-style-type: none"> - Need more team members. - Carol mentioned that there is School Health Committee formed by teachers; Philip can be a parent representative there to prevent overlapped initiatives. - First Lego League (FLL) will have a York Region tournament on November 28th, Saturday, from 7:30 am to 4:00 pm, at St. Robert High School; Silver Stream is qualified to enter this tournament. 	<p>Action Items:</p> <ul style="list-style-type: none"> - Family Engagement Committee to include donation of non-perishable food items in Movie Night Flyer - Carol and Ann will confirm June 2nd is good for BBQ event. - Family Engagement Committee will investigate "Scientist at School" program. - Sub Committee will explore more lunch options. - Qusai will investigate Swiss Chalet school lunch program. - Pari will investigate local communities, which accept gift donations. <p>Decision:</p> <ul style="list-style-type: none"> - Philip will sit in Teachers' Health Committee as parent representative.

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Highlights and Decisions Reached		
Agenda Item	Discussion Highlights	Decisions Reached / Action Items
6.	Misc <ul style="list-style-type: none"> - Student Leadership Council is thinking of resuming sales of healthy snacks. - Michael raised a concern that some parents still drop kids on Farmstead Road. It will become more dangerous when winter comes. Carol will meet with the traffic officer from city to get some advice; it was suggested to get someone from Parking By-law Enforcement office to inspect the area. - The \$1000 PRO-Grant (Parent Reaching Out) was approved for us to spend on mental health. Will discuss further in next meeting. - Pari suggested Yoga during school time. 	Action Item: <ul style="list-style-type: none"> - Qusai will talk to Katarina and Mercede about potential speakers and add agenda item to discuss PRO-Grant events in December's meeting. - Pari to talk to Philip about Yoga as a health initiative.
7.	Actions Item Review	All action items from previous meeting are completed.
8.	Adjournment	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.	Subway payments	Sub-Committee will sort out Subway payments and update Mrs. Weller and Helen.	Nan and Gigi	Early December, 2015	✓
2.	Pending payment	- Mrs. Weller will investigate the \$6,000 pending payment from Council's account to School.	Mrs. Weller	December 15, 2015	
3.	Parent Night	Education Committee will complete the application process with Police "Community Outreach Team" and finalize the date for Parent Night.	Education Committee	December 15, 2015	
4.	Blog Updates	<ul style="list-style-type: none"> - Carol will recommend Starfall to parents as additional education resource through Blog. - Michael will send a free York Region resource list for Carol to include it in the Blog. 	Carol and Michael	December 15, 2015	
5.	Starfall	Michael will verify free StarFall content and whether it can be run through a tablet browser.	Michael	December 15, 2015	
6.	Starfall in school	Mrs. Yaghobian will find out if Starfall is one of the apps used in the classrooms' desktops.	Mrs. Yaghobian	December 15, 2015	
7.	Free Library Resources	Dawn will reach out to Bella to do the library resource presentation again for our school.	Dawn	December 15, 2015	
8.	EQAO Presentation	Sulo will find out if EQAO consultant could come again to do a presentation.	Sulo	December 15, 2015	
9.	Donation of non-perishable food items	Family Engagement Committee to include donation of non-perishable food items in Movie Night Flyer	Family Engagement Committee	December 3, 2015	✓

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New Action Items

NOTE: For Completed Action Items, place a (✓) next to the completion date.

Agenda Item	Action Item / Comments	Owner	Completion Date	(✓)
10. BBQ event date	Carol and Ann will confirm June 2 nd is good for BBQ event.	Carol and Ann	December 15, 2015	
11. Scientist at School	Family Engagement Committee will investigate "Scientist at School" program.	Family Engagement	December 15, 2015	
12. More lunch options	Sub Committee will explore more lunch options.	Nan and Gigi	December 15, 2015	
13. Swiss Chalet school lunch	Qusai will investigate Swiss Chalet school lunch program.	Qusai	December 15, 2015	
14. Gift donation	Pari will investigate local communities, which accept gift donations.	Pari	December 15, 2015	
15. PRO-Grant events	Qusai will talk to Katarina and Mercede about potential speakers and add agenda item to discuss PRO-Grant events in next meeting.	Qusai	December 15, 2015	
16. Yoga program	Pari to talk to Philip about Yoga as a health initiative.	Pari and Philip	December 15, 2015	

Previous Action Items – Outstanding

Date/Agenda Item	Action Item / Comments	Owner	Completion Date	(✓)
1. Parent Involvement Fund	Discuss how to spend parent involvement fund, \$500 each year, allocated by the board. We will discuss this when needed at an on-going basis. The fund can be used for things like stationary, refreshments, babysitting, and etc. needed in the Council activities for supporting students' learning.	All	On-going	

Previous Action Items – Closed

Date/Agenda Item	Action Item / Comments	Owner	Completion Date	(✓)
1. School Council Election	Philip sends the School Council Constitution to all members.	Philip	October, 2015	✓
2. Robotics Class Youth Leadership	Teodor sends the robotics and Youth Leadership classes' info to the parents.	Teodor	November, 2015	✓
3. Treasurer transition	Helen coordinates with Katarina to take over the files.	Helen	Nov 17, 2015	✓
4. Health	Philip finds the vision care message the school sent to families via newsletter before.	Philip	October, 2015	✓

Documents Distributed / Reviewed at Meeting (Attach where applicable)

Document Name	Attachment / Description	Received From
1. SSPS Council Meeting Agenda	SSPS Council Agenda November 17 th , 2015.doc	Qusai Kanchwala
2. Treasurer's report	Treasurer's report for September 1 st to November 11 th , 2015	Helen Dai

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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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Appendix B:

Sliver Stream School Council Donation Summary 2015-2016

#	Category donated	Amount	Decision Made on	Details / Comments
1	Benches	\$1,500	November 17 th , 2015	For "Buddy Bench" idea raised by students; council will pay up to \$1,500.
	Total	\$1,500		

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Appendix C:

Sliver Stream School Council Donation Summary 2014-2015

#	Category donated	Amount	Decision Made on	Details / Comments
1	Technology Equipments	\$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		