



Westminster Public School School Council Meeting Minutes Wednesday October 17th, 2018

Start at 6:30

Westminster Principal/Staff: Melissa Murray, Cheryl Einhorn, Cheryl Ebidia

Council Members present: Diana Mousavi, Vitaly Panor, Ellen Crackower, Brandi Sherman

Attendees: Lucy Ivascu, Linda Lalani, Sandra Eamor, Jessica Cohen, Yun Dong Kim

1. Approval of September 20th, 2018 Minutes: *(VOTE Required)*

- Sandra's name to be added, correct name for Lucy Last name (I not J), remove Borgden from email list
Ellen motioned to adopt, Sandra seconded.

2. Approval of Treasurer's Report: *(VOTE Required)*

- Kim has spent 8 hours reviewing since 2015 – balance is a reflection of past two years, last year there was a deficit but there was a carryover from the previous year.
- Budget is sitting at \$1792 carryover, however current expenses include: \$100 deposit for DJ, and current fundraising includes:
 - \$444 from fresh from the farm sales
 - \$129 Autumn Ball pre-sales
- Approval of Treasurer Report: Diana approved, Linda seconded

3. Co-Chair's Report:

- Officially 4 council members voted at the previous meeting, need 6 voting members by regulation
- Need to elect additional 2 voting members to meet YRDSB By-Law requirements:
 - Community Representative – Sandra Eamor
 - Student Representative – TBD, student council currently being formed
 - Healthy Schools Parent Representative – Lucy Ivascu
- School Council Parent Survey – last week handed out at meet the staff night, quick survey, got around 20 responses, majority were interested in more events, after school activities, or activities during lunch time (more opportunities for their children) some volunteered to interpret or to volunteer at events
- Next week at Autumn ball we'll have a table set up and walk around to talk to parents
- At every event, we need to promote parent council and engage parents
- Survey will be emailed out to council for recommendations, and then potentially sent out electronically to families
- We have learned that parents are not really familiar with what school council is, how it is run, how they can participate
- It was discussed whether we could offer an incentive (prize for child) to encourage parents to come out
- Norms need to be established for the 2018/2019 School Council
 - Included in bi-laws and constitutions
 - Respect, allow parents to have a voice. We all care about the school, the community our children and want to do the best we can for our kids
 - The constitution and bi-laws will be drafted by a committee – every year they should be reviewed and put in place for the next year. Should be drafted by end of 2018

4. Principal's Report:

- Principal profile: need to put together a list of attributes the administrator in the school should have that the council feels is vital for the community. A few years ago a Principal Profile was created, however it needs to be reviewed and revised
 - Sample checklists included from board to be reviewed and can be used as a tool to select the relevant characteristics
 - A few people can be review and revise and present back to parent council in Nov – Brandi and Diana volunteered to work on the Principal Profile
- Current professional learning school staff is involved with –
 - Oct 22 PA day, board directed PA day, teachers here for half day in morning looking at fundamentals for math and how we think we are teaching mental math strategies so they are successful.
- Math that is on public site will be reviewed and shared back with parents
- Participating in math network (series of geographic schools) learn together, 2 teachers participating, first meeting on Friday, not sure what the learning will look like
- Our learning as a staff has conversations focused around assessments, putting together agendas and planning entire year of learning, how do we ensure that our students who are underserved and underperforming achieve academic success
 - ELL students strategies to support and accurately assess their capabilities
 - Learn more from a student when you sit down and talk and observe how they perform
 - Staff is willing to push themselves forward and incorporate different methodologies to help remove barriers
 - Equity conversation
- Tomorrow is purple day for equity
- School Improvements
 - Window replacement – windows were supposed to be replaced over the summer, project was approved, was then supposed occur starting Oct 25th, now will probably will occur 2019, set to take a minimum of 6 weeks, classes will be relocated, will also get all new blinds through the entire building.
 - The washroom down here was made into fully accessible washroom – to comply with AODA and can accommodate an adult size changed table
 - Upstairs built a staff/accessible washroom and by Jan it will be considered all access (Non Gendered)

5. Action item considerations and updates:

- School Council By-Laws (establish committee) – Brandi, Sandra, Diana
- Status of PRO Grant, TD Grant
 - Applied already for PRO Grant, need receipts to be submitted, need to come up with a way to spend the money, applied for mental health (\$1000)
 - Did not apply for the TD Grant (may still put together a proposal for what we can use it for)
- Hot Lunch program and pizza volunteers update – send a reminder next week with quick link and send flyer
- Fresh from the Farm update – had 30 orders (\$444) there is a minimum 40 orders, so will need to refund (voted to buy extra, may come out of budget if we can't sell)
- Autumn Ball update –
 - Delivering items on Monday (rings and snap light up bracelets) will be selling at morning event, flyers will be posted
 - Can pay at the door
 - Pizza to be pre-ordered
 - 2 high school students to volunteer at the Autumn ball

Snacks – decorated autumn rice krispie squares, (donated by Jessica, 100)

Water for purchase

Set up chairs/benches for parents

Need to be with your children in the gym – need to ensure that parents are not leaving without their kids, may need to block off doors

Need to have volunteers – will email a list

6. Proposed future Council events and dates

Seasonal Fundraising options (QSP, Cookies, McGregor's, etc.)

Speaker Seminars & Community Events

Health & Wellness Night

Family Movie Nights

Family Restaurant Nights

Rummage Sale

Spring Festival

Teacher Appreciation Luncheon

Family Fitness Classes – Volunteer parent who is a fitness instructor

Paint night, beginning of Dec

Family photo night

Will discuss and decide over email.

6. Fundraising Budget Goals & Review: *(VOTE Required)* \$6000

Not discussed

7. Fund Allocation: *(VOTE Required)*

- Childcare and/or food for School Council Meetings
- Staff Wish List – technology (when we spend, for every dollar the board spends 2.5 dollar) \$4000
 - Agendas (\$800)
 - Games for rainy days (collecting from families and garage sales, put together for classrooms) school council to collect and give out to classrooms
 - Supports for take home books for early readers \$1000
 - Donate a book for kids birthdays

9. New Business

None discussed

Meeting adjourned 8:15