

Minutes for SWL School Council Meeting
Wednesday Oct 2, 2013
7:00pm to 8:30pm Council Meeting

	✓/x	Council Members	✓/x	Staff Members
1	✓	Houri Awedikian – Chair	✓	Laurie Finn - Principal
2	✓	Shalini Bhardwaj	✓	Craig Barton – Vice -principal
3	✓	Michelle Dougal		
4	x	Alex Flesias	✓	Moyra Saleh – Teaching Staff
5	✓	Elaine Friesen – Secretary		
6	x	Helen Huang	✓	Rob Taylor - Custodial Staff
7	✓	Elisa Lau		
8	✓	Lisa Leong-Poi		Parents / Guests
9	✓	Julia Li – Treasurer		Effie Bowyer – outgoing Co-Chair
10	x	Lucy Liu		Sheila Shah
11	✓	Doris Tang		
12	✓	Jeevan Trehan – Outgoing Treasurer		
13	✓	Nancy Tye		
14	✓	Victor Wang		

1. Welcome and Introductions:

- Outgoing Chair Effie welcomed everyone to the meeting.
- Attendance sheet was circulated and collected
- Everyone in attendance – staff members, council members and parents introduced themselves

2. Approval of June 5, 2013 minutes:

- No new business arising from June 6 minutes. Minutes were electronically approved during the summer. A hard copy of the minutes was distributed at the meeting for review by new council members.

3. Treasurer’s Year End Report/Update (Jeevan Trehan)

- Treasurer distributed financial reports detailing breakdown of revenue and expenditures, for council review
- It is anticipated that council should be able to expect a similar amount to be raised this year through initial Investment in Ed numbers and contributions from the lunch fundraisers.
- An Investment in Education committee will be meeting before our next council meeting in November to review the Teachers’ Wish List and allocating the funds appropriately supporting our school improvement plan.

4. Nominations/Elections for Executive Members: (Laurie Finn)

- Principal, Laurie Finn welcomed parents and thanked them for volunteering their time.
- Individual file folders were distributed to each council member. The folders included handouts on the roles and responsibilities of school council members, constitution, feedback on the homework policy, communications protocol, and the school profile.
- Our constitution is available on the school website. Council members have a responsibility of attending our meetings (5), maintain a school wide perspective, reach out to all parents, participate in information and training programs and assist with tasks of council.
- During the year, council members also review and provide input to school policies, administrative (leadership) profile and school profile, review code of Behaviour, School improvement plan, homework policy
- Overview of job descriptions for Chair/Vice-Chair/Co-Chairs, Treasurers and Secretary positions were also presented
- Election results for Executive Members (acclaimed):
 - Chair: Houri Awedikian
 - Treasurer: Julia Li
 - Secretary: Elaine Friesen
- Laurie thanked Effie, Sadaf, Jeevan, Elaine and our outgoing 2012-2013 council members for their contributions.

5. Principal's Report (Laurie Finn)

- Introduction of new Vice Principal Craig Barton.
- School Improvement Plan will reported per section at each council meeting by Principal
 - Literacy and Numeracy
 - Culture, Caring and Community
 - Programs and Pathways (K – 12 model)
 - Parental and Community Involvement
- Numeracy Night will be on Oct 21, 2013
- Laurie also led a discussion about our EQAO results
- Our student population is about the same as last year, even though the school houses Grade 2 to Grade 8 students
- Board is seeking Parental input to Ontario education strategy – via a survey. If you are interested in participating contact Laurie
- Volunteers were reminded that everyone involved at school has to sign a confidentiality forms
- We have been approved of \$1000 for Parent Reaching Out Grant. We will be running a PRO Grant event this school year.
- Our school has a twitter account @LaurierYRDSB

- There are seven Grade 1 classes in Sir John A Macdonald who will be rejoining our school in 2014-2015.
- Our new addition will be built in the spring 2014. Portables will be brought in at that time.
- Currently, no community permits to use school grounds are being approved after March 2014. We will have to discuss at the January council meeting to determine if we can have the school Fun Fair in May as scheduled.

6. Chairs' Update (Effie Bowyer)

- Email communication with parents (distribution lists) – In the book of forms, we had parents fill out their interest in receiving email from council. Email communications will be short informational updates (not duplicated information from school twitter or newsletter). We will require a volunteer to manage the email addresses.

7. Sub-Committee's Reports/Updates

- ***Investment in Education*** (Laurie) – Laurie will be working with the teachers to submit a wish list to the subcommittee in the next couple of weeks. The Investment in Ed Committee will be meeting before the next council meeting to discuss allocation. Council will be voting on the wish list items on Nov 20 meeting.
- ***Healthy Eating*** (Laurie) - the subcommittee will be promoting Healthy Eating by organizing two healthy snack days, and also limiting food intake for school parties/celebration.
- ***Positive Climate for Learning/Safe Schools*** (Laurie) - Initiatives are already in progress in school. Staff members are also attending training on equity and student engagement.
- ***Pizza*** (Jeevan)
 - Estimating another profitable year with 10 pizza lunches.
 - We also have a healthy number of volunteers this year for pizza distribution.
- ***Lunch Lady*** (Elaine Friesen)
 - Lunch Lady continues this year by organizing our Fun Lunches and providing us Hot Dogs for our Super Hot Dog Lunches. Fun Lunches are \$5.50 each and Hot Dogs are \$4.

- All lunches are labelled by student names and sorted by class to ease distribution on lunch days.
- Garbage generated will be collected and disposed off-site by Lunch Lady

- **Sub Lunches** (Nancy Tye)
 - Nancy is looking for a volunteer who is interested in shadowing her role as coordinator
 - The school sells 6” and 12” subs for \$5 and \$7 respectively.
 - Mr Sub has made distribution easy by labeling subs with student names and having orders sorted per class. Mr Sub maintains an excellent relationship with our school.

- **Grants** (Effie)
 - We had a successful grant application last year which resulted in tree being planted on school property in June. There is a staff member willing to sponsor a music grant worth \$5000. Elisa will be representing parent council and assisting with the application.

8. Review of Board Policies and Procedures

- Everyone was encouraged to review the following policies and procedures on the school board website, and to provide input.

POLICY	RESPONSE DUE BY
Working Document Policy #250.0 , Violence Prevention and Intervention	August 30, 2013
Working Document Policy #285.0 , Board Policies, Procedures and Supporting Documents	August 30, 2013
Working Document Policy #407.0 , Accessibility	August 30, 2013
Working Document Policy #545.0 , Intellectual Property, Copyright and Professional Services	August 30, 2013
Working Document Policy #122.0 , Conferences and Workshops - Employee Attendance and Reimbursement	September 27, 2013
Working Document Policy #270.0 , Tributes	September 27, 2013
Working Document Policy #465.0 , Tendering Capital Construction and Maintenance Projects	September 27, 2013
Working Document Policy #572.0 , Leadership Development	September 27, 2013
Working Document Policy #301.0 , Arts Education	November 1, 2013
Working Document Policy #210.0 , Communicable Diseases	November 1, 2013
Working Document Policy #180.0 , External Research	November 1, 2013
Working Document Policy #570.0 , Pregnancy/Parental/Adoption/ Infant/Child Care Leaves	November 1, 2013

These minutes can be found on our school website at <http://www.sirwilfridlaurier.ps.yrdsb.edu.on.ca/council/minutes.htm> and in the School Council binder in the administration office

Working Document Policy #108.0 , Student Accommodation - Attendance Areas and Student Transfers	January 6, 2014
Working Document Policy #158.0 , Information Access and Privacy Protection	January 6, 2014
Working Document Policy #163.0 , School Admission	January 6, 2014
Working Document Policy #310.0 , Curriculum Review, Development and Implementation	January 6, 2014
Working Document Policy #350.0 , Outdoor Education	January 6, 2014
Working Document Policy #353.0 , Prior Learning Assessment and Recognition for Day School Students	January 6, 2014
Working Document Policy #380.0 , Character Development	January 6, 2014
Working Document Policy #601.0 , Supports for First Nation, Métis and Inuit Students	January 6, 2014
Working Document Policy #665.0 , Safe Arrivals and Departures	January 6, 2014
Working Document Policy #152.0 , Inclement Weather Days	March 3, 2014
Working Document Policy #228.0 , Jurisdictional Learning	March 3, 2014
Working Document Policy #642.0 , Field Trips	March 3, 2014
Working Document Policy #660.0 , Political Clubs in Secondary Schools	March 3, 2014
Working Document Policy #668.0 , Caring and Safe Schools	March 3, 2014
Working Document Policy #675.0 , Student Exchange Programs	March 3, 2014

9. Confirmation of next meetings & Adjournment

November 20th February 5th April 2nd June 4th

* Note change to Nov 20 as our next council meeting. This is different from Book of forms.

10. Other Business:

We discussed our EQAO results. Craig and Laurie also explained how they are using these results to address school strategies to move students from one level to the next. In Other data like report cards and specific areas in the EQAO tests are also used to help with the planning of these strategies.