



CHAPMAN MILLS PUBLIC SCHOOL COUNCIL MEETING MINUTES

Wednesday October 17, 2018 – 7:00 pm – 8:30 pm – Staff Room

Present: Staci Brunet; Jennifer Patton; Shawn Hocking (Vice-Principal); Kelly-Ann Waung; Karin Green; Shayna Carson (Teacher Rep); Bahaa Sunallah; Mital Patel; Howard Martin; Jasmine Bathena; Kim Davis; Marva Major (Principal);

Regrets: Neil Drimer, Katrina Parker-Smith, Catherine Ghiourelotis, Stephanie Poulton

Item	Agenda topic	Presenter
1.	<p>Welcome (5)</p> <ul style="list-style-type: none"> - Meeting was called to order - September minutes approved – motion carried by all voting members present <ul style="list-style-type: none"> o Decision: Post draft meeting minutes (PDF) to website before the next meeting. Review and approve minutes by council at next meeting and update website with approved minutes. <ul style="list-style-type: none"> ▪ Action: Neil/Karin/Jasmine 	Kelly-Ann
2.	<p>Update from the Principal’s Office (20)</p> <ul style="list-style-type: none"> - Shawn provided an overview of the focus for October and School Learning Plans <ul style="list-style-type: none"> o IEPs have been written and reviewed and have been sent home to parents o Learning plan for French; goal is to use oral and visual strategies, focus on French culture/community to make learning relevant o Learning plan for Math; Jr – teach problem solving strategies, Primary – using verbal and visual strategies to increase mathematical fluency o Continuing to work on the vision over the next month - Marva spoke about the concept of parent engagement; how to engage the bulk of parents in 	Marva and Shawn

	<p>school council. With a student population of 718 students, with 13 members the parent council is very small and not representative of the student body.</p> <ul style="list-style-type: none"> ○ What are some of the barriers for parents to attend? <ul style="list-style-type: none"> ▪ Suggestions from council: <ul style="list-style-type: none"> • Availability • Insufficient childcare • Long meetings (2hrs) • Unwillingness to commit on an ongoing basis • Language barriers • Perception that their voice will not be heard ○ What can be done to support engagement? <ul style="list-style-type: none"> ▪ Suggestions from council: <ul style="list-style-type: none"> • Topic based involvement via website (no need to attend) • Increased communication from school/council on meetings • Increased visibility into lack of representation from community and certain classes • Improve perception; all voices heard • Explore childcare possibility/feasibility • Attendance does not have to be ongoing ○ Decision: Meetings to be announced through school email, website and by teachers <ul style="list-style-type: none"> ▪ Action: Shawn, Jasmine, Shayna ○ Challenge from Marva; everyone to bring someone to council meeting in November <ul style="list-style-type: none"> ▪ Action: Council members 	
3.	Update from the Teacher Rep (10)	Shayna Carson

Vision and Mission Team: All staff, students and parents are all an essential part of developing our mission and vision. To give all our students a voice (build ownership and commitment), we are working on a variety of activities where every student will be given the opportunity to answer the following two questions:

What do you love about CMPS?

What are the hopes and dreams that you have while you are at CMPS?

*different forms- writing on small cards, graffiti activities on chart paper, students drawing pictures and describing them, etc.

Kinder Team:

- All of our Kinders went to Miller's Farm last week. Curriculum focus was on community and farm to table living.
- Daily our kinder students are outside exploring: currently exploring the changes in nature, using objects found on the ground in Math on their 10-frames, and are in discussion on the rabbit holes and how the rabbits are going to survive the winter months
- Remembrance Service: they all gather outside to come together and honour the day. Many read alouds and activities have been completed prior to this day

Grade 5's: Last week all grade 5 classes went to Parliament to visit the house of commons as well as the senate (currently learning about Canadian Government and Elections).

Grade 2's: Travel days begin next week. Each month the grade 2 classes do Social Study rotations, where the classes come together to learn about countries/continents around the world. The first continent they will be focusing on is Africa. The rotations consist of a variety of activities such as a whole grade dance, craft, read aloud, collaborative mural (visual arts), etc.

	<p style="text-align: center;">Sports, Clubs and Other</p> <p>Ukulele club: Grade 3's to begin first week of November 1. Students will meet 1 recess a week for ukulele instruction. Their first goal is to perform something at the Christmas assembly. Ukulele club for grade 2 students, will begin in the new year.</p> <p>Sports: All teams are made based on commitment during intramurals, responsibility in the classroom, cooperation during practices, etc. Intramurals took place for 4 weeks, allowing most students lots of opportunities to participate and have a good season. Teams practice for an additional 2 weeks prior to a tournament.</p> <p>Tier 1- means grade 6's Tier 2- means grade 4 and 5's</p> <p>Tuesday October 23- Tier 1- Girls grade 4/5/6 Soccer Tournament at Barrhaven Public School</p> <p>Wednesday October 24- Tier 1- Boys grade 6's Soccer Tournament at Barrhaven Public School</p> <p>Friday October 26-Tier 2 boys grade 4/5 Soccer Tournament at Charmaine Hooper Fields</p> <p>Borden Ball- begins in November for grade 3-6 students</p> <p>Facebook: Our school twitter team was interested in connecting the school twitter account directly to the facebook account to ensure we get information to as many contacts as possible. Would it be possible to share the password to enable this seamless approach?</p>	
4.	<p>Finances Update (10) - Jennifer met with Cam for transition</p>	Jennifer

	<ul style="list-style-type: none"> - Jennifer reviewed current state of Finances including the expenditure for projector installation and line painting. <ul style="list-style-type: none"> o Balance in PayPal from lunch program to be deposited to new bank account set up by Jennifer, Kelly-Ann and Catherine (2 of 3 with signing authority must be present during signing) o Action: Jennifer to discuss state of Birthday Book Club with Neil 	
<p>5.</p>	<p>Fundraising & Events (10)</p> <ul style="list-style-type: none"> - Movie Night (Howard) <ul style="list-style-type: none"> o Coming up on October 26 o Need volunteers for Friday night; parents can sign up to volunteer when purchasing tickets o There is no cut off for purchasing tickets but late purchases become problematic for purchasing pizza, as does tickets sold at the door o Suggestion to make pizza available only for online orders o Low ticket sales so far but tends to pick up the week of the event - Indigo Night (Staci) <ul style="list-style-type: none"> o Scheduled for November 26 o Stacie proposed using stickers for anyone attending from CMPS so that Indigo staff knows to allocate 10% of sales to CMPS (not all sales on the night of goes to the school). Possibility of using colour copier at the school to create stickers. o Post event on website Action: Jasmine o Last year's event was very successful, and the school decided to take the proceeds in the form of Indigo gift cards as they then donate 15% instead of 10%. Gift cards were used to purchase books for the Library. o Stacie to work with teaching staff to get volunteers for readings etc. No other volunteers required from council. - Other fundraising topics: <ul style="list-style-type: none"> o Boston Pizza; is this still an ongoing initiative? 	<p>Howard/Staci</p>

	<ul style="list-style-type: none"> ▪ Action: Howard to investigate <ul style="list-style-type: none"> ○ Mabel’s Labels: School still appears as an option on company’s website when ordering, how/when do we get proceeds? ▪ Action: Staci to contact company 	
6.	<p>Communications Update (5)</p> <ul style="list-style-type: none"> - Website has been updated with new council information, previous meeting minutes, council agenda and movie night poster - Missing minutes from April 2018 - Annual report to be posted once approved - Fundraising section needs to be updated <ul style="list-style-type: none"> ○ Decision: Remove information on Spring Fair and Musical as they are outdated - Proposal to use GDrive to store council information - Connect Facebook and Twitter accounts so the same messages are provided on both <ul style="list-style-type: none"> ○ Ensure Twitter doesn’t just provide a link to the Facebook post as some parents do not use Facebook ○ Ensure parents are not blocked by the school Facebook account - Proposal to use accounts for event invites <ul style="list-style-type: none"> ○ Action: Test event invites with council members before sending to parents (Shawn/Jasmine) 	Jasmine
7.	<p>OCASC Update (5)</p> <ul style="list-style-type: none"> - Attended September OCASC meeting <ul style="list-style-type: none"> ○ Draft Meeting Minutes - Hot topic this month will be cannabis legalization - 39 attendees, only 5 school representatives, the rest were parents - Mital would like to bring 5 questions from CMPS council to OCASC meeting each month <ul style="list-style-type: none"> ○ Suggestions for this month: <ul style="list-style-type: none"> ▪ Parent representation/Engagement ▪ Communications ▪ Best practices on fundraising ▪ Ideas for residual fundraising ▪ Keeping council data, where, what and for how long? 	Mital
8.	<p>Community Liaison Update (5)</p> <ul style="list-style-type: none"> - Investigating grants 	Kim

	<ul style="list-style-type: none"> ○ Many application processes have already started ○ Need to understand what teachers are interested in/need before knowing what to apply for ○ Council to approve but vision needs to come from the teaching staff - Outdoor Cleanup <ul style="list-style-type: none"> ○ Scheduled for Saturday, October 27 ○ Action: Notice to go out to parents, plug event at Movie Night (Kim/Jasmine/Shawn/Staci) ○ MOTION: Kelly-Ann put forth motion to spend up to \$100 of council funds on yard waste bags. Motion carried by all voting members present. ○ Action: Purchase yard waste bags (Kim) 	
9.	<p>Hot Lunch Update (5)</p> <ul style="list-style-type: none"> - New students are welcome to the program at any time - Mummies Yummies: <ul style="list-style-type: none"> ○ Averaging about 80 orders per week ○ Profit is only 20 cents/order but it requires no parent volunteers ○ Cheque provided to council at the end of each session - Subway: 110 orders current - Pizza: 617 slices currently <ul style="list-style-type: none"> ○ Volunteers fluctuating ○ Volunteers are NOT to put pizza directly on desks - Popcorn: <ul style="list-style-type: none"> ○ Patricia doing a supply inventory ahead of first Popcorn day and Movie Night on October 26th 	Kelly-Ann
10.	<p>Other Business (30)</p> <ul style="list-style-type: none"> - Council pictures and intros for website <ul style="list-style-type: none"> ○ Kelly-Ann and Catherine would like to post pictures and a short introduction of council members on the website. Council agreed. <ul style="list-style-type: none"> ▪ Action: Send introduction template (Kelly-Ann/Catherine) ▪ Action: Send photos (Council) - Pillars for 2018-19 school year 	All

	<ul style="list-style-type: none"> ○ MOTION by Bahaa to adopt Technology, Community and Curriculum as the pillars of council for the 2018-2019 school year. Seconded by Howard. All in favour. - Annual report <ul style="list-style-type: none"> ○ Action: Attach Annual Report to meeting minutes (Kelly-Ann/Karin) - Parking in the fire route <ul style="list-style-type: none"> ○ Safety concern for number of parents parking in the fire route (and on side walk) for EDP pick-up. ○ Ongoing problem and Bylaw only have one person patrolling all schools in Barrhaven. They tend to go where most calls are coming in from (Berrigan/Longfields). If you see issues, call 311. ○ Action: To be discussed further at next council meeting. - Science Fair, Makerspace, Lego League <ul style="list-style-type: none"> ○ Action: Discuss at next meeting ○ Action: Gauge interest from teachers (Shayna) - Monthly meetings to take place 3rd Wednesday of each month – next meeting: Nov 21 	
11.	Meeting adjourned at 9:10	

What Do School Councils Do? www.ocdsb.ca

“The main purpose of school councils is to work towards the improvement of student achievement and to enhance communication between the school and the school community. This is accomplished by making recommendations to your school principal and the school district on significant education issues, and by planning activities that support the active participation of parents/guardians and your school community.”