

**Clinton Junior Public School
School Council Minutes**

Meeting Date	June 20, 2018	
Start/End Time	18:10 – 19:30	
Minutes Approved		
Attendees – Elected and Appointed Members	TK DC SH KM TE DS JK	
Attendees	MN SS	LK TM
Attendees – Staff & Administration	SA KH PR LW	

Upcoming Events and Meetings	
<u>2018 – 2019 School Council Meetings</u> September 20, 2018 October 10, 2018 November 13, 2018 – wish list November 28, 2018 December 13, 2018 January 22, 2019 February 12, 2019 March 27, 2019 April 25, 2019 May 22, 2019 June 18, 2019	Come to School Council meetings to: <ul style="list-style-type: none"> • Improve the education experience of our school's children • Provide input and enhance school system accountability • Learn more about what's going on
Events September 4, 2018 – First Day of School October 27, 2018 – Fall Fair November 22, 2018 - Bingo Night January 10, 2019 – Winter Concert February 22, 2019 – Parent Social	March 5, 2019 – Pancake Day April 2019 – TBD – STEAM Night May 2019 – TBD – Clinton Rocks II Concert June 13, 2019 – Spring BBQ June 19, 2019 – Teacher Appreciation Luncheon *Additional events with dates not yet set listed in the body of minutes

Action Items

1. Parents/Volunteers must submit receipts for Parent Social or other events as soon as possible after event (within 30 days).
2. Council to consider a short-medium term savings vehicle for funds held for the Schoolyard Improvement Project
3. Remove proper names from all School Council minutes posted online and replace with initials
4. Council to post online and encourage parents to look into their workplace community engagement/volunteer programs for those parents employed by companies which may offer these incentives. More info to follow.
5. Council to post results of 2016-2017 TDSB Census to website.
6. Sonia/Peter to request benchmark/composite results from 2016-2017 TDSB Census for comparative purposes.
7. Council to post additional information to website regarding the Community Support Program & TDSB support programs, such as programs operated by Toronto Foundation for Student Success (TDSB charity for food programs)
8. Admin to investigate translation of vital information in initial school year package into relevant languages for school community.
9. School Council exec to investigate pre-fab or other schoolyard items which may be donated to the Schoolyard revitalization project. Investigate partnership with Palmerston Area Residents Association.
10. Council to investigate Panago pizza for pizza days/events for 2018-2019
11. Council to start grant requests over the summer for the Schoolyard Improvement Project.
12. Council to put call out for Fundraising Committee to support roll out of big ask and other events.
13. Council Chairs to speak to ArtSmart about big ask.

1. Greetings, Introductions and Review of Agenda

DC welcomes all attendees and reviews the agenda for the meeting.
Final Meeting of School council for the 2017-2018 School Year.

2. Approval of Past Meeting Minutes

Requests for revisions to May 23, 2018 School Council minutes were received via email prior to meeting. Changes to May 2018 minutes made to Treasurer's report section.

Past minutes which are posted online will be revised to list the initials of attendees only, rather than the proper name.

Addition of gender diversity resources from guest speaker.

Motion: Approve meeting Minutes, subject to requested revisions, from May 23, 2018

Moved by KM

Seconded by TK

CARRIED

What is School Council?

School Councils play a vital role in Ontario's education system. They enhance the accountability of the education system by providing parents and caregivers a forum through which all members of a school community can contribute to improving student achievement and school performance. School Councils are governed by O. Reg. 612/00 to the Education Act.

More information, including a guidebook for parents and caregivers, can be located online at:

<http://www.edu.gov.on.ca/eng/general/elemsec/council/guide.html>

3. Treasurer's Report

Treasurer JK provides year-end financial report. Report presentation has been updated to individually break out: 2016-2017 Carry-over items, Wish List 2016-2017, Wish List 2017-2018, Additions to Wish List 2017-2018, etc. Individual items are presented to show money committed by School Council. Handout can be appended to June 2018 Minutes.

Presently, School Council has a bank balance of approximately \$5,000. To complete all wish list commitments for 2017-2018, as well as items committed to after the November 2017 Wish List Meeting, School Council would need an additional \$745.35.

Givalry has earned \$283.60 so far, but this money has not been disbursed to School Council (will be done in July). Nor have some of the funds from the RBC grants for events this year. Co-Chairs will speak to RBC grants later.

Treasurer recommends paying the entirety of original Wish List commitments, the DD bike top-up, and the balance of the Mathletics owing.

Treasurer has provided information to Co-Chairs to consider options for a GIC for School Council funds being held for the Schoolyard Improvement Project. Tangerine bank no longer taking on new commercial accounts.

Question from Floor regarding amounts for individual fundraisers:

Treasurer responds that Clinton Rocks! Earned \$3,441.20 net, and the Spring BBQ netted \$831.

Questions from Floor – Can School Council become a registered charity and sidestep items such as HST burden, etc.?

A: No. School Council is a regulated public body which is barred from charitable status by regulation. School Councils mandate, powers, and operational details are outlined in O. Reg 612/00 to the Education Act.

Discussion follows on historical conversations about the Charity concept. Parents can organize an arms-length charity to fundraise for Clinton JPS, including taking over major fundraising events such as the parent social. In the past, parents have found the administrative requirements starting and maintaining a charity to be overly burdensome and too costly. Discussion on logistics of how to donate money to the School or School Council. DC offers that the TDSB has improved the disbursement process for money donated directly to schools, and they now receive that money faster than before.

Question from Floor – when you donate online to TDSB it is to School or School Council?

Money goes to school, not School Council. Individual donor can request that the money is earmarked for a specific project or activity in the school.

Question from Floor – Does Clinton JPS receive many donations? How are these donations relied upon and used by the administration?

SA responds that donations are considered 'above and beyond' the existing budget, and are not relied upon in the budgeting process.

Question from Floor – what kind of things does the school use donations for?

SA responds - generally speaking, donations are given to the general fund. Administration is not required to spend money in any specific way. However, admin will honour the request of a donor to dedicate funds to a specific item. As an example, parents have donated specifically to the music program at Clinton. Sonia provides that money to the music department to be spent to support music instruction or instruments. Donations have also been made to the general school budget, and used towards maker space, technology purchases and levelled readers, as examples.

Parent requests that additional information be provided to parents – online or otherwise – about processes and options for individuals to donate to Clinton JPS.

Question from Floor – Will all items committed to on the 2016-2017 and 2017-2018 Wish List be given money as committed?

SA responds that two bikes for the DD program were purchased using a new fund from the TDSB, so the money committed by School Council for this purchase can be removed from Council liabilities (\$300).

Question from Floor – Can Music teacher have her \$1000 to finish purchase of the ORFF instruments?

A: Yes, money will be given to music program as committed (\$1000).

Question from Floor – How can music teacher make this purchase? Does she put in her order through Office Admin Staff?

A: Yes, music teacher can order through office admin and provide receipts.

Parent suggests that as a general rule it would be best to have zero carry over items from one year to the next. This would make accounting easier and better manage expectations for how much money can be committed by School Council. Discussion follows on specific carry-over items and reasons for these items. Example given is \$500 dedicated to potential fan purchase; has been deferred in hopes of partial or total funding of a solution from the TDSB. Some parents prefer to have zero outstanding liabilities at the end of the school year. Generally agreed that this is the preferred position, though not always avoidable to have some committed funds which may carry over.

DC offers that historically School Council has carried over \$3,000 - \$5,000 to cover the expenses required to put on the fall fair. This is less necessary now as pizza money begins to flow almost immediately.

SA notes a correction on the Treasurer's report – DD Bike Top-up should be listed as DD Wheelchair program (\$150). This program was not booked in 2017-2018 as it was full. \$150 can be removed from Council commitment for this item.

Question from Floor – do we know approximately how much we raised overall in 2017-2018?

Exact number not available. Did not raise quite as much money as 2016-2017, but had more events. All RBC grants have not yet been factored in.

Question from Floor – why do we have an outstanding amount of \$269.26 for Athletics?

Initial invoice from office admin staff was for only a portion of the total cost. This amount remains outstanding but will be paid.

A large amount committed to primary teachers from the wish list also remains outstanding, as not all teachers have submitted receipts yet. Cheque will be given to office admin staff for full amount and they can sort out disbursement to teachers internally.

DC and TK speak about the RBC Grants for 2017-2018. School Council received 3 grants totalling \$3000. A big thank you to parent SJS who coordinated as well as the RBC parent volunteers who participated. We can receive a max of 5 of these grants annually, and will try to maximize by applying to Fall 2018 events if possible. Discussion around how Admin receives money from RBC grants – it is directly donated to the School. Admin honours the commitment of School Council for the funds as they were raised by Council. Generally speaking RBC grants being applied to wish list items.

Question from Floor – do other banks offer these incentive programs?

A: Yes. School Council will promote parents investigating community engagement/volunteer programs at their own workplaces. Ask went out last year but received zero response. Will post online as well.

4. Principal's Report – SA

SA thanks parent community – without parent involvement and interaction with school many programs, trips, etc. would not happen. Makes for a good experience for staff.

SA also thanks staff. Clinton JPS staff are dedicated and provided extracurricular opportunities to students which do not exist at other Schools.

Parent LK offers a piece of Dr. Who memorabilia to the Dr. Who club.

Staffing model – update

First presentation of proposed staffing model for 2017-2018 at Clinton JPS occurred in April 2018. Enrolments have been changing and projected model has been updated. Junior classes have been contracted while primary remains the same. Mandatory mixed 3 / 4 class has been 'suspended' due to enrolment balance. As a reminder, this is why students are not assigned a teacher in June, as staffing can change right until September until enrolment is finalized.

Present class model is:

3 x Kindergarten classes, all with a support ECE

1 x Grade 1 Class

1 x Grade 1 / 2 Class

2 X Grade 2 / 3 Class

1 X Grade 3 Class – currently at 18 kids

1 X Grade 4 Class – currently at 25 kids

2 X Grade 5 / 6 Classes

Question from Floor – over the course of the summer, how many kids typically enrol?

A: Varies, but generally 5-6. Have had years with larger influxes which changes the balance of classes. There is an 'optional attendance' list, for students outside of catchment area. May be considered in September if required to balance classes out.

Question from Floor – what are the class caps for junior grades?

A: there are not caps on junior grades. This year junior classes had 32 and 30 students.

TDSB 2016-2017 Census Results

TDSB has provided Admin with Clinton JPS results of the Parent / Student 2016-2017 Census. This was the first time this census has been offered by the TDSB. Census is designed to capture information on student and parent community to better inform Board policy on equity, safety, identify at risk students, etc. Parents and students had separate forms to fill out. Results are provided to all in attendance and will be posted online. Results have just been provided to admin and have not yet been distributed to staff. Clinton JPS staff will meet to review results of census and how to use results to inform instruction and programming. Student census was only for grades 4/5/6. Parents census went to all parents.

SA highlights positive results in Overall School Experience, School Safety from parents and students.

Parents review and discuss results. Parent suggests that staff do not ignore low numbers as these can be deceptive. Discussion around proportion of students who indicate they do not have sufficient food, friends, bullying, safety concerns and family income. The 'Buddy Bench' is explained (a painted bench in which children seeking companionship during recess periods can sit so that students can identify someone who needs a playmate – to combat bullying). Interest from the floor to explore this bench as part of the Schoolyard Improvement Project.

Question from floor – are composite results for all schools/whole TDSB posted?

SA responds that this info has not yet been made available but she will request from the TDSB.

Question from floor – how would this info regarding food or nutrition issues be communicated between staff and parents?

TDSB staff are trained to be observant and responsive to student needs. Concerns communicated to admin staff confidentially, TDSB has social workers and support programs available. Council will post additional information on website for interested or concerned parents.

Teacher LW offers a thank you to parent community, as well as parents CB and NM for organizing the Clinton Rocks! Fundraiser. Items purchased with money raised will include a metallophone, bass instruments, and xylophones. LW has located a vendor with a 20% discount. Also will use the money from wish list 2017-2018 on instruments.

Parent suggests initial school year package be updated with information on healthy lunches and appropriate student nutrition to support parents.

Parent requests an update on the Mathletics program:

VP Peter delivers the update. Some students loved the program, online competition etc. Some students were not engaged at all in Mathletics, others wanted the Prodigy program which is available online as well. Friendly Inter-classroom rivalry developed on what program to use.

Teachers had great feedback and loved the different options for different kids to gear the level; all kids can use.

Barriers include laptops which do not have Flash program. Mathletics does not teach concepts, its more about practice.

Asked the 3 teachers who used Mathletics - all felt it had a positive impact on student learning

STATS: Grade 4/5 class – 30 logins was the average over 5 months, 18 minutes average login. That's about 1X/week, may not be good enough. 1 kid logged in 9 times for 2 hours total, one kid logged in 61 times for tens of hours. Roughly 4 out of 15 use weekly. Have subscription from September; will see if use improves through Feb 2019.

Question from Floor – do we stay with this Mathletics pilot next year or expand or cancel?

A: Discussion for next year, likely during wish list, once we have more data. May be other opportunities to fund STEAM items like Mathletics.

5. Schoolyard Improvement Project Update

Meeting was held last week; plans have been updated with more details on what can be given with TDSB budget. Wooden walls will go for poured concrete wall with sitting nooks, full repave of track with lines, take out concrete along laneway and add much and trees and into natural areas; Council has to pay for any additional seating, stage, etc. outdoor classroom on school councils dime. Grass to be redone and additional trees all coming from TDSB budget.

It was clarified that this is a one-time project, not a multi-phase roll-out as initially thought. The work will be done at one time, commencing sometime in 2019, when the TDSB is ready. Therefore, Council only has one year to fundraise for this project. Council has started a grant prospect list and will start getting requests out over the summer for funding.

Question from Floor – can you ask for a private contractor?

A: No, must use the TDSB contractor. TDSB staff has recommended you ask pre-fab contractors or stores to donate items, which can be installed cheaply and efficiently. Ex. Toronto police Service has a buddy bench program. Parent suggests the Palmerston Area Residents Association may donate.

Question from Floor – do TDSB staff inspect trees on property?

A: Yes, TDSB arborists check trees. SA believes they were last checked two years ago. Parents express concern about many large old trees in the kindergarten/daycare playground and the potential for large branches to fall, especially given all the wind storms lately. SA will follow up with TDSB staff. SA noted that some trees are on City property.

6. Dates for 2018-2019 School Council Events.

See events listed in table above. Council attempting to set dates early, taking into consideration Artsmart, Centro daycare and other events at school, to accommodate parent scheduling. Hoping to distribute a full calendar at beginning of year.

Remaining events to be set: movie days, art night, steam night, daycare bake sale.

7. Fundraising and Annual Request to Parents

DC proposes the notion of making one donation ask of parents at the beginning of the next school year. Stating in that ask the plans for the upcoming year and noting which events are community events vs fundraisers. It was noted that many parents have asked why we don't ask for donations up front.

SA expresses concern about cannibalizing Artsmart's start of year donation request. Council will work with Artsmart to ensure they are not negatively impacted.

Discussion around where the big ask funds would go – schoolyard or wish list etc – further discussion required. TK noted the risk in asking for only the schoolyard project could lead us to be low on funds for the wish list items/general operating funds.

Council agreed to set fundraising goals, be transparent and report back on results.

Parent suggests striking Fundraising Committee to roll out big ask, determine what the ask is, and support other fundraisers.

8. Adjournment and Next Meeting

The meeting adjourned at 20:10. The next Clinton JPS School Council meeting will occur on Thursday, September 20, 2018 at 18:10 in the Art Room.