

**Clinton Junior Public School
School Council Minutes**

Meeting Date	November 22, 2017	
Start/End Time	6:10 – 7:40	
Minutes Approved	December 11, 2017	
Attendees – Elected and Appointed Members	TK (Co-chair) JK (Treasurer) TM (Secretary) TE (Ward co-rep) DS (Ward co-rep)	
Attendees	AL (ArtSmart) NL KL HMcl PP NM GM GP	MH LL SS TR CL SH MN LG
Attendees – Staff & Administration	Sonia Antunes (Principal) Peter Rewega (Vice-Principal) Katie Harding (Teacher Rep)	

Upcoming Events and Meetings	
Future School Council Meetings: December 11, 2017 January 23, 2018 February 22, 2018 March 22, 2018 April 25, 2018 May 22, 2018 June 2018 - TBD	Come to School Council meetings to: <ul style="list-style-type: none"> - improve the education experience of our school's kids - provide input and enhance school system accountability - learn more about what's going on
Upcoming ArtSmart Committee Meetings: December 13, 2017	
Parent Social February 9, 2018	A night of fun (and fundraising!) for the grownups to benefit the learning experience of the kids of Clinton JPS.
Action Items	
<ol style="list-style-type: none"> 1. Revise minutes posted to School Council website to reflect amendments. 2. Chairs to post last year's School Council financial report to the Council website. 	

1. Greetings, Introductions and Review of Agenda

TK thanked everyone for coming. She explained that Co-Chair DC was away and that she would be chairing the full meeting. She presented the agenda, which included the following items:

- Amendment to September minutes
- Approval of minutes & discussion of carryover items

- Treasurer's Report
- Principal's Report
- Ward Rep's Report
- Communications Report
- Schoolyard Improvement Committee Report
- School Statement of Needs
- Review and vote on School Council mandate and objectives
- Review and vote on subset of bylaws
- Next meetings

2. Amendment to the minutes of the September 19, 2017 School Council meeting

TK explained that the minutes from the September 19, 2017 meeting contained an oversight. At the September meeting, KM had been appointed to the role of Communications Coordinator. The chair asked if the September minutes could be reopened and amended to include that information.

DS also requested a minor change in wording to the September and October minutes and moving forward.

Motion:

Moved by MH, seconded by NL

That the September 19, 2017 minutes of the Council be reopened and approved with the amendments.

CARRIED

Motion:

Moved by JK, seconded by NL

That the October 24, 2017 minutes of the Council be approved as amended.

CARRIED

3. Treasurer's Report

Treasurer JK thanked everyone for attending and volunteering at the school's Fall Fair. She explained that this year's event took in more money than the previous year. Receipts for expenses we're still being submitted and so a final summary of the revenue generated from this event was not yet available, however at this point 2017 net income is \$6,560 (to be adjusted based on last remaining expenses to come in) vs 2016 net income of \$5,849.

She thanked Bean and Baker, a local dessert shop that provided refreshments at the Fall Fair, for providing a \$150 donation. JK is working with the Principal to have this donation applied to the School Council. She also thanked Hogtown Pub, a local restaurant that served food at the Fall Fair. The restaurant owner was pleased he could help our school with this event.

JK remarked that lately there have been a number of inquiries about making donations to the school. Anyone who wishes to know more about donations can email the Executive team at hello@clintonschoolcouncil.ca for more information.

Noting a proposal to increase the School Council's fundraising goal to \$50,000, the Treasurer made a recommendation that the School Council maintain the funding fundraising goal at \$40,000 (the same as the previous school year), as no new fundraising initiatives have been added that would substantially increase the school's fundraising revenue.

She suggested that the School Council link specific events to specific fundraising aims, noting that each school event is supposed to have a fundraising objective. For example, it could be communicated in promotional materials that the purpose of the Fall Fair event was to raise funds for the school library, as was done last year for the Parent Social.

She suggested that a fundraising committee may help the school to organize its fundraising and reminded the group that School Council mainly fundraises to improve the educational experience of the children at the school.

She discussed a concern with the previous school year's (2016/17) financial record-keeping practices. The balance sheet from that year included a section called future liabilities, which included costs for goods and services that should have been paid for before the 2016/17 school year ended, but which had to be paid for in the current school year. This was due to issues with the checks which were not resolved until the end of the school year. She explained that, except for large, multi-year projects, there should be no future liabilities. The end of the fiscal year for the school is July, and payments should be made before the end of the fiscal year.

The Treasurer is investigating new language to clarify Council's financial statements. She is also investigating changing the bank that holds the Council's current account, in an effort to lower banking fees.

Attendees discussed how to raise funds for the school yard Improvement project. Principal Sonia Antunes explained that maintenance, such as painting and laying asphalt, are covered by the TDSB. She noted that items such as playscapes are not considered capital or maintenance costs, and that such costs come out of the school's budget. Therefore Council would be able to fundraise for a playscape.

Attendees discussed whether a donor could specify how their donation would be spent. The Principal explained that if a donor wishes that their donation is spent in a specific way, then the Principal is required to ensure that the monies are used for that purpose only.

Attendees discussed the ways in which donations can be made to the school, which included: through the TDSB online portal, which allows a donor to receive a tax receipt, or directly to the School Council.

Annette Larson explained that donations to the ArtSmart program can be made to the Friends of Clinton charity, which is a registered charity and, as such, issues tax receipts for donations. Donations to Friends of Clinton can also be made through United Way.

An attendee suggested creating a dedicated School Council information board, which parents could review for updates and information.

Action Items:

Chairs to post last year's School Council financial report to the Council website.
Communications Coordinator to update the School Council board inside the school.

4. Principal's Report

The Principal, Sonia Antunes, explained that the TDSB's Enhancing Equity Task Group recently circulated its draft report. The report included a number of recommendations regarding TDSB's programs to improve equity and engagement. She noted that every school has different needs and that TDSB consulted widely with diverse communities.

One of the recommendations in the report was to end, over time, the special learning programs. She noted that 34% of students enrolled in the school were as a result of these special programs. She explained that the homeschool program was undergoing serious scrutiny, as student outcome studies were showing that it was not an effective program.

She highlighted that parents' specific concern at this time was that the programs would end suddenly. She explained that would not be the case. The TDSB would also consider approaches to minimize the impact of ending such programs, for example, offering students the option of attending their current school (instead of their neighbourhood school) under the optional attendance program.

The Principal noted that before the report is approved or any recommendations are adopted, the report would be vetted by trustees and there would be another round of feedback by stakeholders.

The parents expressed concern that they learned about this important opportunity to provide input with very little notice. Parents asked how they could receive earlier notice. Options discussed were:

- Reviewing/signing up for the Ward Trustee's newsletter
- Reviewing the TDSB website
- The Principal sharing this information in Council meetings as soon as possible
- Holding special meetings on such topics
- The Council disseminating this information via email

About the Enhancing Equity Task Force

From the TDSB website:

The four primary responsibilities of the Task Force are:

- Assessing the TDSB's efforts over the last 10 years to address the impact of poverty, race and class;
- Examining TDSB and partner programs related to student achievement and well-being;
- Exploring and assessing best practices in similar organizations; and,
- Developing focused recommendations for next steps to improve equity and engagement.

<http://www.tdsb.on.ca/Community/How-to-Get-Involved/Enhancing-Equity-Task-Force>

The draft report:

<http://www.tdsb.on.ca/Portals/0/Community/docs/eetfreport.pdf>

Motion:

Moved by DS, seconded by JK

That the School Council shall send an email to Ausma Malik (Ward Trustee) expressing the concern of the parents regarding the potential impact of terminating the special learning programs, given that 34% of school enrollment is due to these programs. The email shall also express that the parents would like Ausma to communicate directly with the School Council and the Principal to ensure they are adequately informed of this matter in a timely manner.

CARRIED

5. Ward Rep Report

DS explained that the Ward 10 meeting is happening tomorrow. The focus of the meeting will be on tips and tools for running a School Council. It's also our school's place to have our voice heard on board initiatives. Please attend the meeting.

6. Communications Report

TK, Co-Chair, explained that the executive team put together a survey and she provided salient findings:

- Parents want to hear from the School Council as often as needed (instead of once a month, for example)
- People find Parent Council information through email and the Council's Facebook group
- 144 subscribers are on email list. We have an open rate of 65-70%, which is high. Our reach may be about 50% of parents at the school but it's hard to say how many families that covers.

A parent asked if the Council meetings could be webcast. It was explained that the school's internet connection was unreliable, but there was nothing to prevent the Council from trying.

7. Carryover Items

Parents discussed the Wishlist, and JK suggested that the meeting date be pushed back.

Motion:

Moved by TE, seconded by NM

That the Wishlist meeting scheduled for November 28 be cancelled, and that the Wishlist Review appear on the December 11, 2017 School Council meeting agenda instead.

DEFEATED

7.1 Lunch Program

SS presented options for another school lunch day. He suggested that the proposal could be piloted in March and May of 2018, with sign up taking place in January. The options presented were Subway sandwiches and macaroni and cheese. He explained that maximum estimated revenue from these lunch days would be \$400-500 for each day. SS agreed to explore options further, and that it would be tabled for a vote at December's Council meeting.

7.2 Schoolyard Improvement Project

No updates. We had a meeting with TDSB representative scheduled for end of October, but this meeting has been postponed twice.

7.3 School Statement of Needs

According to the Co-Chair, TK, a call for participation went out via email and verbally at the last Council meeting. Evidently one parent reported interest and a meeting would be taking place soon.

8. Review and Approval of School Council Mandate and Objectives

The Chair explained that the School Council mandate and objectives were intended to provide some direction to the Council in its decision making.

Proposed Mandate

Clinton School Council's mandate is to:

- build community;
- fundraise;
- advocate on behalf of the children;
- act as advisory board to principal and school;
- promote improvements to student achievement and wellbeing;
- enhance the accountability and transparency of school administration and school council;
- act as a resource for parents where possible, providing linkages to other appropriate resources; and
- where possible, facilitate communication among parents, the school administration, the TDSB and the school trustee.

The School Council shall promote the collaboration of parents and staff to meet the mandate.

Proposed Objectives

1. Set groundwork for operations of School council, including documenting processes and governance procedures.
2. Set a fundraising target of \$50,000.
3. Improve communications with parents and increase parental engagement.
4. Promote inclusivity.

The group discussed reducing the fundraising target from 50K to 40K, which was the amount raised for the previous school year. There were no new initiatives planned, hence concern that it would be difficult to raise additional revenue. The parents thought it reasonable to set an aspirational target and the target remained 50K, as expressed in the objectives.

The parents discussed the meaning of inclusivity; that it meant to work within an equity framework, advocating on behalf of all children and striving to ensure all children are included.

9. Review of the Bylaws

This item was carried over, to addressed at the next Council meeting.

10. Closing Comments and Next Meetings

Parent Social is scheduled for February 9, 2018.

Next meetings:

Wishlist Meeting – November 28, 2017

School Council – December 11, 2017

The meeting adjourned at 7:40pm.