

BOWMORE SCHOOL COUNCIL MEETING MINUTES

Date | time October 11, 2017 @ 6:05pm | *Meeting called to order by* Andrea Maugham

In Attendance

Lyndsey Camps, Andrea Maugham, Rebecca Collier Doyle, Michelle Aarts, Shelley Baboolall, Jenni Cathcart, Jenn Engels, Jody Sadofsky, Ashley Mackay, Jen Hermanson, Christina Varga, Sarah Mavrou, Marja-Leena Stott, Jen Cloke-Campbell, Amy MacCutchan, Darryl Gershater, Heather Groves, Talcia Richards, Shaileen Casimiro, Samantha Stephens, Erica Fyvie, Angie Winstl, Lori Sears-Malik, Emma Hunt

Approval of Minutes

The minutes were read from the September 2017 Bowmore School Council Meeting and approved by:

- Jenni Cathcart
- Shelley Baboolall

New Business? (Council Members)

- A request for a tent (shelter at away games/events) was tabled.
- Congratulations to our new co-Chairs, Andrea and Lyndsey!

Introduction of new school council team members and Principal's Report (Heather Groves)

Principal Groves thanked all outgoing and remaining members of Council, and welcomed newcomers.

The 2017-2018 Bowmore School Council is:

Co-Chair (September - September)	Andrea Maugham
Co-Chair (May - May)	Lyndsey Camps
Treasurer	Michelle Aarts
Secretary	Jenni Engels
QSP Team Lead	Jody Sadofsky
Ward 16 Representative - TDSB	Sue Winton
Ward 16 Representative - TDSB	Gordon Reilly
Ward 32 Liaison - City of Toronto	Dan Lock
Communications Team - Co-Lead	Ruth Lee
Communications Team - Co-Lead	Monica Curtis
Communications Team	Shannon Akman
Communications Team	Rebecca Jones
Communications Team	Jenni Engels
Communications Team	Jenni Cathcart
Carnival Co- Chair	Michaela Jeffs
Fundraising team	Dan Lock
Fundraising team	Marike Emery
Fundraising team	Sarma Malins
Direct Donation Program (DDP)	Lori Sears-Malik
Graduation Committee (Grade 8)	Lori Sears-Malik
Bowmore Rocks	L. Camps, A. Maugham, Sarah Mavrou
Pizza Lunch Coordinator	Elizabeth Grundon
Pizza Lunch Coordinator	Fiona Luck
Eco Team	Emma Hunt
Movie Night - Coordinator	Ashley McKay

Make-it Fair - Co-lead	Andrew Duff
Make-it Fair - Co-lead	Heather Robson
Lice Check Coordinator	Alexis Jennings
Lego Club	Alexis Jennings
Volunteer Coordinator	Ashley McKay
Scholastic Book Fair Lead	Cheryl Ball
Grant Writing	Susana Molinolo
Elections Committee Chair	Rebecca Collier Doyle
Member-at-Large - no designation	Shelly Baboolall
Member-at-Large - no designation	Nancy Botelho
Member-at-Large - no designation	Darryl Gershater
Member-at-Large - no designation	Michele Rice
Member-at-Large - no designation	Mohammed Haque
Member-at-Large - no designation	Andrea Dunsmuir

- Principal Groves introduced Vice Principal Talcia Richards. This is Vice-Principal Richard's first VP role; most recently she was working in the Keele and Finch area, she is a parent of two children (age 22 and in Grade 1). Pleased to see such turnout at council meetings and to be within such a supportive community, because parent involvement equals student engagement.
- Principal Groves' acknowledged they are pleased to be work with PORs. (Positions of Responsibility). Had first meeting 13 days ago, including teacher Leah Jarvis.
- Principal Groves introduced Christina Varga, teacher rep.
- Administration recently sent out a memo about Visitor Protocol. Trying to introduce new policy for everyone's safety and benefit. Want to be welcoming environment but also make sure everyone goes through the office first. Intention is to take the ownership away from parents for taking child directly to classroom without first checking in with administration. In an emergency, cannot account for all the people who might be in the building unless everyone signs in. Unknown adults without children beside them walking around the school can be a concern to some in the community.
- Two Toronto Public Health nurses came to meet with the administration to discuss education and prevention, outline all they can do for children and parents. Some areas they address: childhood stress, puberty prep. Initiatives include: Playground activity leaders for positive engagement outside; teacher representative required. For older children can introduce notion of playground leaders – helping to mediate problems on the yard.

Principal Groves wants to ensure kids have healthy start and continuous well being; had success with the Public Health initiative 10/5/2/1/0: (10 hours sleep, 5 or more vegetables and fruit, 2 hours or less of screen time, 1 hour or more vigorous activity, 0 sugar sweetened drinks.)

<https://www1.toronto.ca/wps/portal/contentonly?vgnextoid=d29b08f6d8cd9510VgnVCM10000071d60f89RCRD&vgnnextchannel=a253ba2ae8b1e310VgnVCM10000071d60f89RCRD>

Looking forward to getting that going at Bowmore. The nurses could visit at next meeting to tell what public health can offer.

- Solar Panels now on top of the building waiting to be installed. Final update at next meeting.
- Grades 8-9 transition evening held recently with a turnout of 200 people. Guidance Counselor Susan Domenico presented and provided website information. So many opportunities for the numerous streams of our schools. Principal Groves is interested in taking part as much as possible as she has a child who will soon be transitioning to high school. Any questions or desires, please communicate them. One idea is to try to experience potential schools during the day. Open houses coming up including Wexford School of the Arts. More information coming in next newsletter.

- **TVO** partnering with Bowmore (as they did at Principal Grove's last school Oakridge) on **mPower** game technology for all the streams of mathematics, working on a pilot project for grades 3-6 math. Free for us in exchange for feedback for TVO who came for October 6 Professional Development Day and showed teachers how to access site through TVO. Vice Principal Richards also cited **homeworkhelp.com** through the Ministry of Education: online math tutoring from certified teachers available to help students navigating homework, free for grades 7-10. These links will go into next newsletter.
- Starting Mad Science – and others so they can have co-curricular activities through the day.
- Looking for volunteers for reading. A recent meeting with Early Reading teachers showed that 25% are not meeting goals: Kindergarten - DRA 6 and Grade 1 - level 16. Hoping to train parents who are available in reading recovery strategies to mitigate this. Please let Principal Groves or Vice-Principal Richards or counsel members know if you want to help out. The commitment is flexible; they will be creating a schedule so it is equitable for the kids.
- Police checks – all staff have to do one and renew it every year. Suggestion to ask Council to parent engagement. Michelle Aarts responded that in the past Council has held a Police check drive so that parents can save the (\$6-8) bank draft fee. Council can do it as a batch and parents repay the council. Last time they did it they had 44 applications go in at once. Gave people a month to get applications in. TDSB rules require a renewal form. Krista Baines, administrator, manages that process.

Bathroom Beautification Plan (Christina Varga)

- Grade 5/6 Girls Club initiated the project: Students involved in upgrading FDK to Grade 8 as well as staff washrooms. Students will help paint them, and include inspirational quotes throughout. Helps students feels good and safe, encourage ownership and pride, wellbeing.
- A lot of teacher interest. 8 staff members involved already.
- Asking student input for quotes, Girls Club will tabulate for results.
- Starting with two Junior School washrooms, once done, will get other students. Younger kids bathrooms decorated with handprints, flowers, birds. Older kids (Grade 7/8) bathrooms maybe a graffiti/street art theme.
- Looking for parental involvement – supervise, get supplies. Especially artistic parents with design ideas. Asking Council for \$2000 – paint brushes, paint supplies, etc.

Council Vote on 2017-18 spending plan (Michelle Aarts)

Please see handout, BSC proposed budget 2017/2018

- Opening balance \$42,019.72. Similar to what has been achieved for the last few years.
- A little less this year because some events didn't happen last year or were diminished.
- Voting on fund allocation needs to be into the Board at the end of the month.
- Aug 1- July 31 is fiscal year. Some outstanding payments had to go through this fall. Some previously committed funds.
- **\$37,217.74** Left for spending; some earmarked already:
- **Scientists in School, Artist in the Classroom, Prologue Theatre** all take a large portion of the funds raised, there is not one single fundraiser that can support these initiatives. Council votes on that piece of spending at the end of the year; too late to book if vote happens in the fall. Teachers can start booking in September, Scientists in classroom already starting. **\$17,448.00 total**
- Leaving a little under \$17,000 for everything else. Rest of spending based on school's 3-year plan for need.
- **\$10,200** for IT Improvement - at beginning of last administration, plan was to get school's very old IT holdings up to date. This is now more or less complete. School has asked for more Chrome books, Data projectors, Document Cameras, iPad covers, headphones. Computer carts now have outfitted most of the school; this money rounds out that 3-year tech request.

- **\$2,000** for Aquatics (school pays to rent the pool) – including new lane marker buoys and balls
- **\$1200** Music - no guaranteed provincial support. For instrument upgrades and repairs, sheet music.
- **\$1200** Bathroom beautification project (see Agenda item)
- **\$500** Hallway Décor – apples, welcome back to school, rainbow kites, school buses,
- **\$600** Parent Workshops - pairs with Parent Reaching Out grant, e.g. family math nights
- **\$1200** Cooking program – now underway. 2 years ago Council funded the equipment, teachers have been working to put together a program, set aside \$1200 to get it up and running, will be available for each division.

Council Initiatives:

- **\$1500** School Council Expenses - hot chocolate, parent outreach, photocopying, printing, insurance and bookings (e.g. Carnival - on city grounds and not in school, additional insurance required)
 - **\$200** Staff Appreciation Lunch – tablecloths, paper plates, cutlery, balloons
 - **\$150** Junior play day: freezies and facepaint
 - **\$500** Grade 8 Grad – food, drinks, paper plates, decor
 - **\$200** Multicultural potluck – décor, food for volunteers (but Shelley Baboolall acknowledge in 5 years she never needed to access those funds)
 - **\$300** to pay for shortfall on Lice program - \$4400 has come in so far from parents. Only charged for kids who get checked
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- At next meeting can look for targets for fundraising initiatives, or new ideas of things to raise funds for. Everything is fundraised with the goal of paying for next years’ programs. Occasional fundraising for something specific (e.g. FDK playground)
 - These initiatives were approved last year. Council is not allowed to keep money and can’t fundraise just for the sake of it, not allowed to keep money for more than 2 years.
 - A request for funds towards arts programming was tabled; for future fundraising that is a great idea. Bring VIBEarts or a similar initiative through the school, nourish the artistic ability of the children at Bowmore. Can be brought up at the November meeting.
 - Ask: \$14,000 was submitted in the past for technology – what is the school’s contribution this year to technology? Answer: School will match that throughout the building; also have to look at wifi, creating a proposal to improve it. Equalize that and purchase more technology, getting a wish list from teachers.
 - Ask: Can Grade 8 grad get \$1000. Challenges for people signing up for committee because there’s not enough to cover decoration; becomes an out of pocket expense for the committee. Is there a way to allocate funds that don’t get used – e.g. Multicultural Potluck – to go to Grad? Answer: Historically Council has reduced the grade 8 amount because grade 8’s are supposed to fundraise too and that wasn’t happening. School pays for awards, decorating cafeteria, and the offsite event, but can’t recrunch the budget during this meeting. If that piece doesn’t pass in the vote they can bring it up at another meeting. School budget might also be able to find funds. As there was a call for spending at last months meeting this can be tabled for the next meeting.

VOTE Results:

Information Technology	29 YES	1 NO
Sports / Aquatics	29 YES	1 NO
Music	30 YES	
Bathroom Beautification	28 YES	2 NO
Hallway Décor	21 YES	9 NO
Parent Workshops	29 YES	1 NO
Cooking Program	30 YES	
School Council Expenses	29 YES	1 NO
Staff Appreciation Lunch	28 YES	2 NO
Playday / Olympics	30 YES	

Grade 8 Grad	17 YES	13 NO
Multicultural Potluck	24 YES	6 NO
Lice Program	30 YES	

Items that did not pass overwhelmingly (i.e. Grade 8 Grad, Hallway Décor) can be addressed at next meeting. Budget has passed.

Healthy Snack Program (Shaileen Casimiro & Jody Sadofsky)

- Program can always use more volunteers. Shaileen began volunteering and was taken aback as to what's been served, and the amount of waste. Looking for ways to conserve, using fruits from Home Ec, or eco club using composting? Incurring a lot of litter.
- Confusion in literature sent home – will endeavor to clarify that message: each child gets the snack regardless of whether they contribute or not. Jody not 100% sure if that whole \$20 gets allocated to the program or if it goes to the TDSB.
- Suggested improvements: Snack Program can post a menu so parents can know what's being served?
- Program coordinator Naseem is hired by the school but has very little direction, she's has a list of vendors. She plans what she orders for the week. Ask: Who at the school is responsible for it? Krista Baines oversees – does the monthly budget that goes into the snack program.
- Ask: If we contribute more can we tweak what's on offer? Can we get input and create our own menus. Will confirm this at a future meeting with Principal Groves, Shaileen, Jody and Naseem to see how they can better support Naseem and see how the program can be tweaked, will report back at November meeting.

Fundraising Update

DDP Update (Lori Sears-Malik)

- 1.5 weeks into campaign, out of 900 students there are only 10 donations so far.
- Why such low response?
 - Paper campaign – necessary in order to reach parents who aren't part of the Bowmore SC email group, but problematic when children are the conduits for the paper to come home.
 - Abundance of other papers / flyers also coming home. Teachers face challenges of making sure every piece of paper from a variety of sources gets into school bags (8-10 pieces a week).
 - Timing – this year's DDP campaign in competition with QSP and pizza lunch.
- Classroom reps might be a lot of help with these kinds of issues.

Ask: Can they use the message board in front of the school to communicate about DDP Program? Answer: School cannot appear to be asking for money; has to come from council.

To table for the next meeting:

- Doing a quick re-launch once the classroom reps are in place?
- Next year take a close look at all the fundraisers, staggering various campaigns, perhaps springtime is a better time for DDP.
- Would it help for council to help the office to put together a head's up list for teachers for various campaigns approaching?

QSP Update (Jody Sadofsky)

- Now at \$2500 goal at \$4000 campaign ends Friday Oct. 13. Can get orders until Sunday.
- More communication coming through Facebook, sharing information to get orders in. Went up \$500 since midnight last night.
- A parent had difficulty getting the cookie dough; inaccessible on the platform.
- What percentage goes towards the school? 60% of that magazine cost goes directly to the school.

- Is there any way to make it more than a 2-week program? There is no official end to the campaign. Purpose is to embrace the fun of the campaign – and to give a deadline. Final update at the next meeting.

ECO initiatives update (Emma Hunt)

- In the spring –will be doing bike rodeo again, including PedalHeads. Great feedback last year.
- Trying to give kids more awareness around **lost and found**, becoming more conscientious of belongings / waste. Clothing drive connected to this?
- **iWalk** – a successful event in the past encouraging children/caretakers walking to school, or one parent walking with several children. Bike a thon – try to foster idea more parents walking to school while their kids bicycle.
- Ask: can EcoClub be connected with the snack program. Answer: There are limitations to what Eco club can do. Limitations around removal of wasted food/compost. Caretakers don't put it out and a refrigerated room is required for health issues.
- Some teachers made all class become part of Eco club. Sending around to collect recycling. 3 new teachers have committed. Eco is such a huge job, and it falls onto the shoulders of 1-3 teachers. Lots of paperwork, tracking, when you're an Eco school.
- Emma has connected with teachers.

Spirit Wear Sales Update (Andrea Maugham)

- Over \$13,000 in sales, far more than projected. Order placed; looking at 3 weeks before orders get distributed to purchasers. A small amount of inventory ordered. Another spirit wear sale in November – just toques and T-shirts before the holidays. Then another push for Spirit Day in the spring.
- For the sports teams: got the reversible jerseys and track jerseys with logo on one side. Backordered 4-6 weeks before printed. Will be available for spring.
- Also a large banner with a logo, currently in Mr. Steers' office.
- Getting a shelter / tent with logo for away events.
- Have a new logo for the school council; all pieces going out from council will be branded with that.

Bylaws (Michelle Aarts)

- Council needs to form a committee to review and update bylaws. Last done 2010; currently the bylaws are in direct violation of the legislation.
- Some violations include certain disclaimers, failing to state a set number of council members, nominees nominating themselves for individual positions, holding spring elections, and wording around the chair's ability to appoint people to positions.
- In order to revamp the bylaws, a committee must be formed.
- Committee will begin writing the bylaws, starting with where they violate the legislation. Change wording, then bring to council. Then post to whole community for 30 days, and then after that can officially adopt it. Should be renewed every 5 years.
- Those interested can contact Michelle through Bowmore SC email. She cannot proceed until she has a committee.

BSC class reps (Lyndsey Camps & Andrea Maugham)

- Will have this initiative in place by end of month. Jenni Cathcart has been helping craft the communication – out to parents this week, beginning of next. Apologies for not responding to people who volunteered.
- Two classes who still need reps. Parents don't have to be from that classroom, just someone to forward on the communications.

Multicultural Potluck (Shelley Baboolall)

- Looking for someone to take this event over - Shelley not doing it this year so she can participate with her child in other events.
- Only free event at the school. Not a lot of work at all – only cost is to make a dish – but a cultural dish. Food goes into the servery – dining happens in Senior Cafeteria, arts and crafts activities all related to culture – in senior gym. Cultural show put on. In the past: Middle Eastern dancers, Bollywood dancers, native drumming school.
- Everything is free, good response to it, very positive outcome - kids are very proud to bring their cultural food to school, more kids wearing traditional clothing to school, kids who are proud of their heritage and culture.
- Important event for community as 25% of students identify as low income, many don't attend other events. All kids get free raffle ticket: great prizes on offer, kids who don't normally win anything get a chance at getting something great.
- Most work is the day of. Shelley secures prizing; she is willing to help out; a written guide is available for the future organizer with everything stepped out. Usually fourth week of November. Anyone interested email Bowmore School Council or post on Facebook.

Intramurals

- Opportunity for kids who are not so athletic who might want to be on a team. Issue is that on teacher side, a difficulty comes with scheduling. Can't have it in junior cafeteria during lunch, and senior lunch. And so many other sports going on. One option is morning and afternoon recess? But this solution only allows for 15-minute intervals.
- Principal Groves was enthusiastic to look into an Intramural house league program. Know it's beneficial to get it started. Teachers could rotate. Can check in with Leah Jarvis, Matthew Norris, Mr. Comendador; will try to get an update by next meeting.

Book Fair.

- Fall Book Fair raised over \$13,500 the best yet. Deciding now how best to allocate and spend this.

New Business

MusicCounts Grant - Susana Molinolo unable to attend meeting, she is in the process of submitting a grant for \$10,000 to repair and upgrade school's musical instruments.

Meeting Adjourned

Meeting adjourned at 8:02 on Wednesday, October 11, 2017.

Next Meeting

Wednesday, November 22 @ Bowmore Public School @ 6pm.