

# BOWMORE SCHOOL COUNCIL MEETING MINUTES

*Date | time* September 11, 2018 @ 6:08 pm | *Meeting called to order by* Andrea Maugham

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## In Attendance:

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Lyndsey Camps, Andrea Maugham, Jenn Engels, Nancy Botelho, Michelle Aarts, Shaileen Casimiro, Jody Sadofsky, Shelley Baboolall, Leah Jarvis, Ashley McKay, Heather Groves, Michaela Jeffs, Talcia Richards, Brandi Zebrak, Kristin Broadhead, Andrea Hughes, Graham Seater, Jane Brind, Susan Ward, Natalie Poissant, Fiona Luck, Gonzalo Anijo, Sarah Kelar, Alison Lowry, Joanne Mitchell, Caroline Lonsdale, Sandra Gauldie, Karin Eaton, Jolane Folts, Gill Kennedy, Muling Chung, Kelsie Hernandez, Shelagh Sunik, Andy McLeod, Erica Fyvie, Helen Antoniadis, Abby Smallwood, Virginia Dimoglou, Amy Ngo, Mervyn Choy, Susana Molinolo, Anjali Misra, Nancy Fonseca.

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## Approval of Minutes:

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The minutes were read from the June 2018 Bowmore School Council Meeting by: Nancy Botelho, who indicated the minutes should read that Kindergarten supervisors are supposed to be there at 8:30 AM not 8:40 AM. The June minutes have since been amended. Minutes approved by Nancy Botelho and Shaileen Casimiro seconded.

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## Call for New Business:

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Terry Fox – Leah Jarvis

Bathrooms – Sandra Gauldie

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## Principal's Report: Heather Groves, Talcia Richards (VP) and Stephen Parsons (VP)

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**Numbers** are great at the school: 975 students beginning this fall at Bowmore. We are growing the French Immersion program and will continue to every year; this year Grade 4 is new. Gifted at capacity in Grades 4-6, spaces in 7-8. They don't anticipate losing staff. Principal Groves introduced her colleagues, returning VP Talcia Richards and new VP Stephen Parsons coming to us with a Physical Education background.

**Facilities:** Painting crew in over the summer working on the hallways. On the first day of school, bad weather dropped solar panels' flexing from the ceiling. Mme Nahas' class had to relocate to the library; the designated Cooling centre of the school. There is new flooring in Library and adjacent area. The daycares received AC units. A big thank you to council – new fans were provided in June to each classroom.

Over the summer, a student enrolled in our preschool daycare fell ill and passed away. The child's two siblings who are twins are enrolled in grade 2. There will be a fundraiser to support Right to Play and a tree and memorial plaque for the child.

Happy to announce a **Daycare expansion**, numbers increased to accommodate those on the long wait list. Room 1, which the daycare uses, will now be shared by a new FI SK class.

**Staffing** – changes in office – everyone is new. Longtime administrator Krista Baines went to Monarch Park, and we have since secured her replacement in Lillian Ozvald; Tina Zegas is a temp replacing Anne Marie.

In the Lunch room, we currently have 11 **lunchroom supervisors** – we need 13, always have a shortage. Reminder to those who might know interested parties applicants should apply through TDSB – Ask VP Stephen Parsons.

**Emergency Supply Teachers** – there are shortages across the system and therefore we are always looking. Please let us know if you or contacts are available; if you have an Ontario College of Teachers license you can't apply.

**Meet and Greet** on September 6th was a great event with Mr. Butters' flash mob, an earlier one for kids who ride the school bus kids at recess. Requesting feedback: could there be another time (Before, after and during)

as well so it's more inclusive for families who can't pick up at 3:10 PM? Always looking for ways to keep it more inclusive.

Incorporating some changes to School Council meeting to be convenient for parents who can't attend in the evening; first one will be on September 19<sup>th</sup> at 9 AM.

Mr. Butters is hoping to plan another **musical**.

Leah Jarvis spoke about **House system**. In the spring we created four houses, Fire, Water, Air, Earth, as a way to bridge teachers together and bring a sense of fun, spirit, and inclusion. Houses are composed of different classes, in different divisions, Kindergartens are included. Each house has a colour: Fire (red), Water (blue), Air (white), Earth (green). Students get points on certain spirit days when they wear their house colours. The system is intended to help teachers collaborate more, encourage collaboration within the houses, holding different game days, inventing cheers, making teachers more cohesive. We will see more from this on Curriculum night, with a door decorating activity.

As part of an earlier survey we have new Media teacher to work alongside our Teacher Librarian. **Learning Commons** is now open all day long so it's always accessible. Any parents interested in volunteering to help sign out books, do research, and ensure an adult always present, we are looking for periods 3,4,5,6 and just after lunch. Please contact the administration if you wish to volunteer.

**Music:** instrument inventory currently at a 1 instrument to 4 children ratio, which presents challenges. Mr. Butters has purchased some guitars. Looking to purchase more musical instruments with \$2000 from council and the School matching those funds.

We applied for a Music Counts \$10,000 grant, which we did not receive. If you have instruments you can donate, or can get things refurbished, get in touch with Principal Groves. Music department will be applying for CBC music festival, with a broader base to include core kids. Will be applying for a S'cool Grant – getting more instruments through them. We have hired a new half-time arts teacher; a number of grade 8's go on to strong arts programs like Wexford and Rosedale School of the Arts, so we hope to grow our arts programming over time.

Hoping to grow the **100<sup>th</sup> anniversary (1923-2023) celebration committee**, so far two parents have come forward.

We were selected to begin working with **Roots of Empathy**, created to help children learn empathy, develop emotional literacy, leadership skills, by working with parents of new babies. Parent and baby will come over the course of the year, with 3 weeks of curriculum and discussion. Topics will include health and wellness, resilience, anxiety. There will be 6 programs over grades 1-8 offered up to teachers to host one of the babies; rolling out very soon. Babies should be born between August and October, so students can track the first year of life and learn cues to develop empathy. Meeting attendee Caroline Lonsdale suggested the Queen Street/Coxwell Community Health Centre might be a great place to look for parents and babies to join the program.

**EcoSchools** – We received a gold award for litterless lunches. Hope to get platinum this year, expand the program and gain more investment from students, looking to student leadership and ECO Team.

PE/Health teacher Darren Overby has taken on leadership in **Wellness**; he has established a team and started initiatives. Continuing this year, with support from council – training for staff and student leaders to lead initiatives throughout the school. Want to keep those programs going and see more growth, students can hopefully take it on, you will hear about 3 parent activities. Require community effort, student and parents will be involved to nurture more resilient students and encourage leadership.

ASK: Teachers wanted to prioritize **parent workshops** but parents' interest low. ANSWER: We run those through TO public health, apply for a PROgrant which includes workshops for parents. Was it teachers wanting parents to get involved? Have had some parent workshops in the past year; one solution would be to get some feedback from parents / teachers about what is desired.

ASK: A parent was concerned about **student computer access**; it would be nice if grade 8 could use a computer to do a project. There is a tech cart on each floor for teachers to utilize, every class will have smart projector, is it perhaps that teachers aren't using the resources? ANSWER: There is a disconnect between what's here and what students actually use. We are hoping address that between the new media teacher, the large technology investment we just made, and wifi improvement in the building. There has been a lack of resources in the past, you will be seeing a shift; teachers are meeting to talk about how they can share better, encouraging children to reach out to student council.

**School cash online:** please give the new administrators a couple of weeks to give new admin a couple of close out last years' books.

ASK: Can Principal Groves present an **overarching plan** at one of your meetings? ANSWER: typically done in the October meeting. ASK: Why is it that most information comes from parent council not from administration. ANSWER: Historically, information has come through parent council as the stakeholders remain longer than average administrations, which typically last 3 or so years. This administration has worked on a monthly newsletter to increase communication as well instituting the parent representative system that will help to communicate individual class initiatives. We want a Teacher-led student voice this year. What we can do is ask teachers how best to improve this; our school calendar has all the tryouts listed, and parents do have access through the student account, AW (Academic Workspace). [Firstname.lastname@student.tdsb.on.ca](mailto:Firstname.lastname@student.tdsb.on.ca) AW will ask for student # and their password- if they are younger they/you will have to set their password. Student should know how to go on at home. If you have ideas as to how we can improve communication please advise.

Stephen Parsons tweets (**tdsb\_bowmore**) – he will look at calendar and do updates.

This year council meetings will be held on Mondays Tuesdays and Wednesdays; they will try a few during the day.

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## Overview of School Council and introduce current members

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**Fundraising** is only part of the agenda; **community engagement** is big piece of what we are trying to do to help all stakeholders to feel like they are part of a larger neighborhood and community. A Student Council Brochure went out in the first week; inside is a list of various ways to get involved, including sitting on council, volunteering to run/work an event. We communicate with parents via a weekly newsletter (sign up inside the brochure), weekly events in Facebook. The Class Parent is a designate that other parents can reach out to, a way for the teacher to filter information to parents. The goal is to help new families feel like part of school sooner. Reach out to co-chairs to become a class parent, via [bowmoreesc@gmail.com](mailto:bowmoreesc@gmail.com). The BBQ on September 20 is the first community engagement event from the council, first year we are trying a big BBQ. Volunteers appreciated!

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## Overview of School Council positions and upcoming elections

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There are now 25 seats on Council; those seats will have a vote, no At-Large members anymore. You don't have to take on a council role to come to council meetings. Everyone interested in joining or returning to Council has to fill out an election form out. Every position is open to anyone. Submit forms to [Bowmoreelections@gmail.com](mailto:Bowmoreelections@gmail.com), or put form in Council mail slot in the office. If you are interested in becoming a co-chair in the 2019-2020 year, Andrea and Lyndsey have issued an open invitation to shadow them and see how they have been doing it.

September events – September 21<sup>st</sup> Photo Day, September 27 Terry Fox.

Selling some spirit wear, clearing out last year's inventory, won't have more toques until December.

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## Finance Overview and Funds raised in 2017-2018 (Michelle Aarts)

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PSAB (Public Sector Accounting Board) is in charge of regulating money coming in that is not spent on curriculum. Anything not board-funded falls into Council's purview; everything needs to be reported. Councils have options of filing through the school or Council can do it themselves. We do a lot of activity; the report is not complicated; outgoing Treasurer Michelle Aarts has found it is easier for the Treasurer at Bowmore to file it.

Overview of what we did last year – we brought in a total of \$97,000, paid out \$71,000 cashed from our account, have some outstanding cheques from school. Last year was a banner year – as we generally raise \$40,000 - \$45,000, and we started with 57 to spend. The majority is already committed. Council rules stipulate that Councils are not supposed to raise for sake of raising, but rather target what funds are being raised for.

2 extra pizza lunches, Bowmore rocks, and Carnival brought in an extra \$12,000.

We will vote tonight. Because we have extra funds, we have bumped up some areas.

\$64,000 is sitting in the bank as the school has not cashed some cheques.

Most of the items on this plan have been voted for, put this past team last June, but wanted vote to take place in September.

What we did last year:

Our biggest fundraisers were Pizza lunch, Bowmore Rocks, and School Carnival. This year adding a Dance-a-thon in November. Organizers for that are very welcome. We would love to hear ideas; would like to have a diversity inclusion event or two, BBQ is the first community engagement event. Make It Fair, creating the stage to showcase innovation, experimentation, STEM, arts, with interactivity as well will be happening this year traditionally every April. Andrew Duff won't be leading, but Heather Robson has indicated she might be taking it on.

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### Vote on Spending plan for 2018-2019 year \*\*See *Proposed Spending plan 2018/19* document

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According to standard procedure, we have raised more than projected. In October a fund-raising plan will be put forward. We stipulate what we want to pay for and how it will be raised; this plan will be approved in October. Have to spend the money within two school years. Hard to make it operate by the book as the rules dictate. When fundraising plan is approved in October, we will put this spending plan with it; submit to the TDSB, they will look for budget and reports at the end of the year. Pre-approving the spending targets gets rid of the year-to-year volatility. It is good practice to think about next year or two years ahead; what are we going to continue funding. Work with the school improvement plan to say what is the best use of our money.

ASK: Is it OK to put council money to buy sheet music and instruments? ANSWER: We've been trying to confirm with the board. In the past council did buy instruments, but had to do it through the distribution centre. Not allowed to pay for anything province pays for: infrastructure, books, supplies. Extras for art supplies, anything beyond the basic curriculum. It would appear that we can pay for instruments and repairs, but sheet music is covered by the curriculum. Awaiting confirmation.

### Spending passes 37-0

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### Pizza Lunch Update – Ruth Lee and Fiona Luck

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Planning for 10 **pizza lunches** this year: Pizza Pizza's plain cheese pizza. We are rolling out an online ordering system. There is an opportunity to order twice: once in October and once in January but it's better for the school to do it all at once to reduce transaction fees. Due to the cost of the online ordering system, we have to raise the price. Slice is now \$3, milk is still \$1. Best if you use PayPal. Details will be important: name and class / whether they are in daycare. Now have 3 lunchrooms instead of 2, so we require a lot of volunteers – looking for student volunteers from Grade 6, 7, 8's who will get their pizza for free, but still have to put in an order for them. Create a Paypal account and save info, or check in as guest. If you use envelopes, your information will be entered into the larger database. Ordering to be complete by October 5<sup>th</sup> for a October 19 start. Information going out soon.

Survey information tells us that parents want more lunch programs; another pizza lunch on a different day of the week. We won't be repeating Subway lunch as that is very complicated.

The Lunch Lady program will begin in the first week of October – menus coming home this week. Pilot program still made \$350 for Council.

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### Book Fair Update - Andrea

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In the past, we always held two **Book Fairs** – in the fall around curriculum night, and in spring. Last year we only did a book fair in the fall, not the greatest fundraiser as we only get a small percentage back from Scholastic Books.

Last year's **Read-a-thon** made \$3800 for Library; received some really good feedback. Book fair this year will be held in early December in time for holiday gifts. We will hold another Read-a-thon later in the year.

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### New Business

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Leah Jarvis: **Terry Fox Run** is an event held every year; this year's run is September 27, in the morning. We require parent volunteers – handing out popsicle sticks for the little kids, and for the older kids' run we require adults to be stationed around the course on Gerrard. We are selling Terry Fox T-shirts this year, hoping to raise \$5000. Fundraising initiatives include online donations, Toonies for Terry, Spirit Wear, Terry Fox T-shirts in White and red and grey.

Sandra Gauldie inquired about last year's **Bathroom Beautification Project**. ANSWER: There was great energy at the beginning of the project, and then timing got in the way. If there are parents who are interested in helping, they are also looking to enlist the help of older kids in the After School Club.

The chief caretaker has identified an ongoing plumbing issue since April, a leak which they are trying to prioritize. Work orders are in.

They have had some issues with vandalism, chiefly the hand soap dispensers. Some thoughts to address include hourly monitoring; the senior team will be meeting to discuss this issue. All kindergarten classes have their own bathrooms.

ASK: Are there hooks outside or somewhere where students can hang up coats? ANSWER: We have opened up three new classrooms that need hooks. This has been prioritized but first we need to address the larger issues of a broken PA system and bathroom leaks.

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### Meeting Adjourned

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Meeting adjourned at 7:50 on Tuesday, September 11, 2018.

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### Next Meeting

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Tuesday October 9, 2018 at 6:00 PM.