

Cootes Paradise Elementary Home & School and School Council Parent Meeting Agenda

*** Please note childcare is available at no charge at the school during the meeting. ***

Date: Wednesday, March 30, 2016, 7 – 9 p.m.

Location: Library

Administration: Denise Minardi (Principal)

School Council: Jennifer Gautrey and Kara Jessop (Co-chairs)

Home & School: Kristen West (President)

Item	Description	Presenter	Time
1.	Welcome and Introductions	All	5 min
2.	Review of Agenda and Approval of Minutes of Previous Meeting	Kristen West	5 min
3.	Dalewood Renovations Update	Jennifer Gautrey, Dalewood School Council Chair	10 min
4.	Cootes Paradise Elementary School Report 4.1 School Update 4.2 Teacher Updates/School Events	Denise Minardi	20 min
5.	School Council Report 5.1 Outdoor Space Committee 5.2 Dress Code 5.3 Math League 5.4 Checkers 5.5 Arts Council 5.6 Parents Reaching Out Grant 5.7 Volunteer Opportunities: a. Math League	School Council Executive	20 min
6.	Home & School Report 6.1 H&S By-laws 6.2 Treasurer's Report 6.3 Recent Initiatives a. Read-a-thon b. Dance-a-thon c. Lunch Clubs 6.4 Ongoing Initiatives a. Pita/Pizza Lunches b. Fortinos Receipts 6.5 Upcoming Events a. Movie Night b. Plan B Organic Farms Partnership 6.6 Volunteer Opportunities a. Vice-President 6.7 Budget	Home and School Executive	30 min
7.	Open Discussion – Questions/Issues Arising	All	5 min
8.	New Business	All	5 min
9.	Meeting Adjournment	School Council	

Minutes of the Parent Meeting
Held on January 27, 2016 at
Cootes Paradise Elementary School

In attendance:

Parents: Lara Borys, Lynda Brewer, Jennifer Gautrey, Kara Jessop, Shana Narciso, Ewa Oleksiak, Andrea Rheinstadter, Clara Sacchini, Kristen West

Staff/Administration: Denise Minardi (Principal), Katherine Tiringier (Gr 1 FI Teacher), Elaine Jagr (YMCA)

The meeting was called to order at 7:10.

1. Welcome and Introductions

Individuals in attendance introduced themselves.

2. Review of Agenda & Approval of Minutes of Previous Meeting

There were no changes made to the agenda. Motion to accept the agenda moved by Andrea Rheinstadter, seconded by Jennifer Gautrey. Motion carried.

There were no changes made to the Minutes from the meeting of November 25, 2015. Motion to accept the agenda moved by Ewa Oleksiak, seconded by Andrea Rheinstadter. Motion carried.

3. Greetings from Christine Bingham, HWDSB Trustee Ward 1 & 2

Christine Bingham brought greetings from the Hamilton Wentworth District School Board. She indicated that the HWDSB is completing its "reimagining survey". Parents and caregivers are invited to provide feedback on the updated Strategic Goals and Vision Statement. There are links to the survey on the carousel in the HWDSB website.

She also reported that the timelines for construction of the New North high school have been pushed out. At present, the HWDSB is working on completing the requisite paperwork and obtaining permits and site approvals. Once this phase is complete and all the necessary documentation has been obtained, construction of the school is expected to take 18 months. Updates on this project are also available on the HWDSB website.

She indicated that the new Board members are still on a very steep learning curve as they learn their new roles, learn about HWDSB policies and issues that fall under HWDSB control versus Ministry of Education or legislative control. Many issues are dictated by Ministry of Education policies or the *Education Act* and HWDSB must comply with the parameters and guidelines that are set.

As an example, Ms. Bingham indicated that the rules regarding the process for Accommodation Review Committees (ARCs) have changed with an eye to condensing the timelines and decreasing the number of public sessions that are mandated. There is a new element to the ARCs in that a post-transition survey will be provided so that feedback about the process, transition and outcomes can be obtained. The survey for Cootes Paradise should be available in the coming weeks and updates will be available on the HWDSB website.

Questions were asked about the rapid expansion of the French Immersion programs within the HWDSB and how that growth would be managed and also balanced with ongoing issues of finding French Immersion supply

teachers and for LTO coverage during periods of leave. Ms. Bingham reported that these issues are not unique to the HWDSB and they are always trying to recruit qualified French Immersion teachers to fill these needs, but it is difficult.

The issue of having several retired principals acting as temporary Vice-Principals was raised as an issue. The constant change does not provide continuity or support to Principal Minardi, students, staff or the school community. Ms. Bingham indicated that there are issues at the Ministry of Education level with getting individuals into the Vice-Principal and Principal pools. Accordingly, there is a reliance on retired principals to fill these voids.

Large class sizes were raised as an issue. At present, there have not been any changes with respect to the *Education Act* regarding the class sizes and no changes to class sizes were negotiated in the recently concluded job action. The HWDSB is aware that class sizes are large in some locations.

Parents asked about the HWDSB's position on the prevalence of split grade classes this school year. Ms. Bingham advised that a number of administrative decisions can influence the class distribution such as the number of classrooms available, number of students, and number of teachers. Parents expressed concerns as information previously provided on this matter was that split classes were created with the interests of the children first and foremost, rather than for administrative ease.

Ms. Bingham was asked whether other schools allowed grade 4 and 5 children to act as lunch monitors in the classroom with a limited number of teachers patrolling each floor as there are concerns about safety in the event a fire alarm goes off and concerns about difficult behaviours in the classrooms. Ms. Bingham advised that she was aware that it is an issue, but teachers have set numbers of supervision hours according to their contract.

Two issues regarding the facilities in the gym were raised (slippery floor and lack of blinds). Ms. Bingham suggested that these matters be referred to Superintendent Sue Dunlop.

4. Dalewood Renovations

Jennifer Gautrey, School Council Chair at Dalewood Middle School ("Dalewood") provided an update on the renovations. Work on the west side of the school (facing Main Street West) and the Dalewood Recreation Centre is delayed due to issues uncovered during the renovation work. The age and condition of both the school and the recreation centre are contributing factors to the delay. Present estimates are that the first phase of renovations will be complete in March. The delay means that staff will have additional time to carefully plan the moves for the various classrooms in the newly completed wing to minimise the number of classroom moves the teachers have to make. The goal is to have teachers move to their "final destination" classrooms in the new wing.

The gym is currently not available for use, so this has an impact on the physical education program. To accommodate for the delays, the phys ed program is currently completing the health and dance program portions of the curriculum.

Once the new wing is complete, construction will begin on the east side of the school (facing Haddon Street). Parents had expressed concerns about starting the construction while school is in session due to the hazardous material abatement that is to occur. Principal Goodacre has requested additional information about the nature of the abatement, what hazardous materials were found in the first stage of the renovation and assurances of the health and safety of the children and staff during that process.

The school will be great when it is complete, but it has been and continues to be a long process to get through.

Parents asked whether the existing lockers will be replaced. Ms. Gautrey advised that she had seen photos of the new hallways and the old lockers had been removed and are all being replaced.

5. Cootes Paradise Elementary School Report (Principal Denise Minardi)

School Update

Current population is 574.

Staffing changes:

- Ms. Fox / Mrs. Behr - VPs until March Break. Gr 4/5/ FI - Mme Howell for Mme Campanella, Ms. Whiting for Mrs. Ball who retired in December.
- Welcome back to Miss. Tiringer and Mlle Rodrigue. Thank you to Mrs. Schinkel and Mlle Pattinson
- Acknowledgement of our ESL (Louise Booth & Laura Puric) and LRT (Colleen Morgan & Susie Perras with Donna Kehoe) teams for the specialized work that they do with so many of our students.

Outdoor Space update:

The playground is open for business. A day cycle rotation has been established for the fallen tree climber – e.g. Day 1 = grade 1. Kids are exploring the elements and spaces and having a wonderful time in our new playground. We had a student group from Benetto over to explore our playground as they would like to start their own campaign to build a new playground.

The bus loading zone has been extended to accommodate the number of buses at CP

Afterschool programs:

- YMCA has 6 classes – 2 of which are FDK (Classroom change Feb 1)
- Mandarin CCE program
- Big Brothers after school program (SOAR) - Wednesdays
- Go Girls program Wednesdays at NB1
- French Language Support (FLS) program – Tues & Thurs after school
- Mad Science – 4 classes – Wednesday after school

French Immersion info night for FDK students is February 24 at Dundana from 6:30-7:30 p.m.

FIAC link - <http://www.hwdsb.on.ca/elementary/programs/french-immersion/#tabs-13>

Cootes Paradise Student Activities

School Activities – see chart below as well as there are many activities going on!

- Dufflebag Theatre was a hit for staff and students alike – thank you for funding this special event
- Entrepreneurial club, peer mediators, student council, eco club, lunch monitors, spirit day
- Artist-in-the-classroom-grade 5 finished projects which were fantastic 3-D papier mache creatures
- Blank Canvas gallery installed (currently displaying grade 1 work) Cabinet is installed and ready to go
- Winter concert – December 10 at 6:30 p.m. was well attended – donations made to the Good Shepherd
- Bookswap – 3585 books brought in and swapped!
- Food / Toy drive – thank you to Lori Drew and Nancy Tapajna and student council for their work on making the food and toy drive such a success
- Checkers
- Build It club
- Ballet club – Monday NB 1 & NB 2
- Basketball / Volleyball – Mon NB1, 3:20, Thurs NB2, Fri 3:20
- Go Girls – Wed NB1
- SOAR – Wed 3:20
- Skipping – Gr. 4 (Will fit in around other lunch clubs)
- Badminton – Gr 5 (Will fit in around other lunch clubs)

School Activities / Lunch Clubs - Winter 2016

	Day 1	Day 2	Day 3	Day 4	Day 5
NB 1	Grade 4 / 5 choir	Student Council			Student Council
NB 2			Forest of Reading 1-3 - Library	Yoga 1-5 - Gym	Library Helpers 3-5 - Library

Tech roll-out

10 iPad (sets of 6) / Apple TV kits were distributed to Mme Howell, M. Barry, Mme Galli-Lamarche, Mme Titian, Ms. Ding, Ms. Boehme / Macky, Mrs. Reeson, Mrs. O’Breza, Mr. Robinson and Ms. Houston.

Report Cards

Term 1 report cards go home on February 18

School Cash On-line

School Cash On-line survey link - https://hwdsb.qualtrics.com/jfe/form/SV_6FCuYJF3rJaEj4x
Will send a second copy of student School Cash On-line PINs out with Pita / Pizza forms

PHN – HAT (Health Action Team)

Lisa Richter (scooter rack and injury prevention focus at CP)

Healthy Schools Initiative

As part of our healthy school initiative, students in Grade 4/5 have been given the opportunity to participate in a peer mediation program facilitated by Alison Boehme, Laura Puric and Kim Broemser in partnership with our Positive School Climate Consultant (Lori Burnagiel). Students who expressed interest (60 students) spent a day being trained on how to encourage and support an inclusive, safe environment for all students during unstructured times of the day. For the mediators, this is a great opportunity to grow leadership skills, problem-solving skills and develop a strong sense of community for all the students in the building. Younger students are encouraged to find a peer mediator during nutrition break to help resolve simple conflicts and ensure all students have a network of peers.

Mental Health strategy – Mr. Robinson

Positive School Culture – work on PSC as a school team through activities such as All of Me Day, Health class, Pink Day (April), student council, community officer visits, reading buddies, character assemblies and special school activities – e.g. spirit days and ‘caught yas’. Feedback and participation is appreciated from the parent community.

School Improvement Plan:

Collaborative instructional leadership builds capacity to strengthen and enhance teaching and learning. We are focusing on collaborative planning, design of common assessments and unit plans, use of resources, and culminating activities occurring within and across grade levels and courses of study (cross-curricular integration) in the FI, English and Mandarin programs. Team meetings – math meetings, math manipulative ordering, grade team meetings, field trip planning, staff book club.

Problem solving focus– foundational skill across the curriculum and grades.

Requests for H&S funding

Bussing, Scientist in the School program, DPA equipment for September (grade 5 farewell – reception by H&S)

Volunteering with the school

We welcome all parents into the school to volunteer. Volunteer forms are available in the main office. You are able to obtain the police check at a discount with a form from the school. Please come in with identification to obtain your volunteer form.

Teacher Update

Katherine Tiringer indicated that most of her information was provided by Denise (above). She mentioned the following events and activities: PJ Day (January 28th), hand bell chorus, Grade 5 volleyball, character education assembly (February 5th), yoga classes, checkers tournament (March 2nd) and Jump Rope for Heart (April 29th).

6. School Council Report

Outdoor Space Committee

Lara Borys reported that the playground construction is complete and the children are enjoying their new space. All follow up reporting for the grant funds received is complete. The Outdoor Space Committee is awaiting the final reconciliation of funds from the HWDSB Foundation. There should be a small amount of funds remaining, which will be used for donor recognition to create the leaf plaques with the names and inscriptions of the donors. There will be an official opening ceremony for the playgrounds in the spring.

Traffic Committee

No activity to update. Motion to disband the Traffic Committee for the time being was moved by Jennifer Gautrey, seconded by Andrea Rheinstadter. Motion carried.

Dress Code

A notice of motion was presented to adopt the draft Dress Code at the next parent meeting in March/April. There were a few suggested revisions to the Dress Code to specifically state what footwear is required and appropriate for DPA and physical education. The revisions will be made and circulated to committee members for further review and comment.

Math League

The Math League is a competition for grades 4 and 5 students, with practices and the competition (a test) that runs for 3 to 4 weeks after March Break. Lei Ding (Grade 5 Mandarin Teacher) will be the Teacher Co-ordinator. Jennifer Gautrey will send out requests for volunteers for the Parent Co-ordinator. The sign-up forms will go out just after March Break, practice sessions will be held in April during nutrition breaks and the math competition will be held on or after April 15th (date to be determined). Anyone interested in volunteering for the Math League is invited to contact Jennifer Gautrey at jgautreyhpl@icloud.com.

Checkers

Students in Grades 3 to 5 can participate in the HWDSB checkers tournament. The tournament will be on March 2nd. Mr. Barry is the Teacher Co-ordinator. Parent volunteers are needed to help with the practice sessions and the day of the tournament.

Arts Council

Lara Borys provided an update on the Arts Council's activities. The grade 5 classes participated in the Artist in the Classroom program (professional artists working with children to create curriculum based works of art). They made some incredible 3-D puppets. Work is underway to organise the Artist in the Classroom program for the grade 2 students.

The display cabinet has been installed in the main hallway by the front entrance. The gallery in the main entrance is featuring the work of the grade 1 classes. The art will be updated monthly so that each grade can showcase their work.

A self-portrait program is in the planning stages. It will begin with the FDK classes and students will draw a self-portrait each school year and it will be kept in a file at the school and then presented to them at the grade 5 ceremony.

All students will participate in a drawing event at the school called Cootes Paradise Draws in early June. Anyone interested in volunteering for the Arts Council is invited to contact Laura Cleghorn at laura.cleghorn@gmail.com.

Parents Reaching Out Grant

Kara Jessop will prepare the application for the Parents Reaching Out Grant (PRO Grant) for the 2016-17 school year. If successful, the PRO Grant provides for up to \$1,000 to fund a particular program or activity in the school. Some suggestions are a math-based learning, physical literacy, and yoga classes for parents and children. Parents are invited to send ideas to Kara Jessop at familyjessop@hotmail.com.

7. Home & School Report

H&S By-Laws

A notice of motion was presented to adopt the draft H&S By-Laws at the next parent meeting in March. New by-laws need to be adopted to reflect the change in name of the school and some small organizational changes in H&S (one Treasurer instead of two). If anyone has comments or suggested revisions, they should be sent to Kristen West at kristenboulard@yahoo.com.

Treasurer's Report

Jennifer Gautrey provided the Treasurer's Report.

As of January 24th, YTD Revenue for initiatives is approximately \$13,000. This amount includes:

- \$7,500 from Pita and Pizza lunches, which is overstated as it does not reflect all offsetting expenses yet
- \$1,600 from the Night Hike,
- \$300 from the Bake Sale at the Winter Concert, and
- \$3,600 from the magazine sales.

As of January 24th, YTD expenditures on initiatives totals approximately \$3,500, of which approximately \$1,700 was for Arts Council (art hanging system plus Artists in the Classroom), \$800 for "All of Me Day", \$800 deposit for Dufflebag Theatre performance and another \$100 was miscellaneous expenses (memorial donation and cheque order charges).

There are commitments (uncashed cheques) totaling approximately \$1,700 for "All of Me Day" (\$300), pita lunch (\$600) and the final payment for the performances (\$800).

Bank balance at January 24th is \$31,914 and we also have \$200 cash float. Total available H&S Assets at January 24, 2016 are approximately \$30,400 (= \$31,900 bank balance + \$200 float - \$1,700 commitments).

In the budget summary, funds are notionally allocated to support various initiatives, but the funds received are not specifically tracked against the initiatives they support. In future, the suggestion is to change the budget process so that there are two opportunities for "budget asks" – one in the fall and one in the spring. If you have comments about the budget process, please email Jennifer Gautrey at jgautreyhpl@icloud.com or Kristen West at Kristenboulard@yahoo.com.

Recent Initiatives

Magazine Fundraiser

The magazine fundraiser was a great success and raised over \$3,600 this year! Please remember that you can order magazines all year from QSP Canada (www.qsp.ca) and your order supports Cootes Paradise Elementary School.

Lunch Clubs

The lunch clubs from the fall session were well attended – the children love them. Thank you to parent volunteers who made the lunch clubs possible!

Ongoing Initiatives

Pita/Pizza Lunches

Pita/pizza hot lunches are running smoothly. The new pita/pizza order forms will be going out late January. The new session of lunches will begin in early March. Payment can be made using School Cash Online – parents should indicate the payment reference number on their order forms. Please note the order forms still need to be handed in to the school even if the payment was completed online.

Fortinos Receipts

Parents are asked to save their receipts from the Main Street West Fortinos grocery store. The receipts can be sent with your child to school and they will be collected. Home & School will receive 1% of the total of the receipts to support the Healthy Snack Program.

Upcoming Events

Lunch Clubs

Lunch clubs will be starting up again soon and will run for approximately six weeks. Parent volunteers are needed to help run the lunch clubs. Please contact Haley Weber if you wish to volunteer shaunandhaley@yahoo.com.

Pita/Pizza Lunches

See above. The next session of pita/pizza lunches will begin in March and go until the end of the school year.

Read-a-thon

The read-a-thon starts on February 1st and runs for two weeks. This year, the read-a-thon will consist only of tallying minutes read during the event. The minutes will be tallied at the end of the first week and the end of the second week.

There were suggestions to tie the read-a-thon to curriculum goals, but this is problematic as the parent volunteers do not have this level of knowledge. The suggestion was to change it to a teacher-driven event if the wish is to have the read-a-thon linked to curriculum.

There were also questions about how the classes who win the pizza parties for kindergarten, primary, and junior would be determined. The group decided that the system would remain consistent with previous years' approaches and classes would receive ballots for a certain number of minutes read. The number of minutes required for a ballot will vary between kindergarten, primary, and junior grades.

Staff Appreciation Lunch

The lunch will be held on Wednesday, February 17. We need bakers and chefs! If you wish to provide food for the lunch, please make sure there are no nuts or pork products. Gluten-free and vegan options are also needed.

Dance-a-thon

Sharlene Louden and Anne Torrie will be running the Dance-a-thon again this year. The music will be age-appropriate playlists. The students are grouped by classes and numbers of children to make the event safe and enjoyable. It is tentatively scheduled for March 11th. Watch for the pledge forms in agendas!

Plan B Organic Farms Partnership

A share of the proceeds from sales of vegetables, herbs and fruits will go to the school. Information and order forms will go home in the spring.

Volunteer Opportunities

Vice-President – the position is still vacant. Please contact Kristen West at kristenboulard@yahoo.com if you are interested.

8. Open Discussion – Questions/Issues Arising

None.

9. New Business

None.

10. Adjournment

The meeting was adjourned at 9:03.

Draft