

# ALLAN A. GREENLEAF -SCHOOL COUNCIL MINUTES

Meeting Purpose:	School Council Meeting
Chairperson(s):	Glen Spry

Meeting Details	
Date:	January 18 <sup>th</sup> , 2024
Time:	6pm-8pm
Location:	AAG
	NON VOTING

Participants	X - indicates absence			
Steve Yull - Prinicpal	<input type="checkbox"/>	Yvonne Flippance	<input checked="" type="checkbox"/>	Erin McAllister <input type="checkbox"/>
Matt Reid	<input type="checkbox"/>	Ainsley Galbraith	<input type="checkbox"/>	Ashley McTavish <input checked="" type="checkbox"/>
Sue Hamilton - Teacher	<input type="checkbox"/>	Jacqueline Gaudet	<input type="checkbox"/>	Shannon Newell <input type="checkbox"/>
Tracey Robinson - Teacher	<input type="checkbox"/>	Keerthi Godinho	<input checked="" type="checkbox"/>	Shelley Pillar <input type="checkbox"/>
Melissa Alzaeim	<input type="checkbox"/>	Shayla Harbridge	<input type="checkbox"/>	Gurmeet Rai <input type="checkbox"/>
Laura Archer	<input type="checkbox"/>	Rebecca Hessels	<input type="checkbox"/>	Janice Robson <input checked="" type="checkbox"/>
Nadia Barin	<input checked="" type="checkbox"/>	Stephanie Hislop	<input checked="" type="checkbox"/>	Amanda Sirski <input checked="" type="checkbox"/>
Patrick Bedford	<input type="checkbox"/>	Tobi Hofer	<input type="checkbox"/>	Linda Slayer <input type="checkbox"/>
Ashley Bonany	<input type="checkbox"/>	Tracey Hood	<input type="checkbox"/>	Glen Spry <input type="checkbox"/>
Lindsay Brewer	<input type="checkbox"/>	Jaime Hunter	<input type="checkbox"/>	Sabrina Thompson <input checked="" type="checkbox"/>
Cheryl Brown	<input type="checkbox"/>	Ramanjeet Kaur	<input checked="" type="checkbox"/>	Megan Turnbull <input type="checkbox"/>
Misham Chaudrey	<input checked="" type="checkbox"/>	Puja Kaur Dhillion	<input checked="" type="checkbox"/>	Armagan Udardes <input type="checkbox"/>
Stephen Clarkin	<input type="checkbox"/>	Bandna Kaushal	<input checked="" type="checkbox"/>	Jennifer Valeri <input type="checkbox"/>
Sally Donnelly	<input type="checkbox"/>	Matthew Lingard	<input type="checkbox"/>	Jess Worrall <input type="checkbox"/>
Rebecca Dysart	<input type="checkbox"/>	Tim Louks	<input type="checkbox"/>	Carolyn Osborn <input type="checkbox"/>
Sarah Fitzgerald	<input checked="" type="checkbox"/>	Stephanie Madden	<input checked="" type="checkbox"/>	Tim Hewittson <input checked="" type="checkbox"/>

REGRETS ; Janice Robson, Rebecca Hessels

OBSERVERS: Steven Valeri

NOTE:

GUESTS:

### Land Acknowledgment

The Hamilton-Wentworth District School Board acknowledges our presence on Ancestral Anishinaabe and Haudenosaunee Confederacy land as determined by th Dish with One Spoon treaty.

The intent of this agreement is for all nations sharing this territory to do so Responsibly, respectfully and sustainably in perpetuity.

We respect the longstanding relationships with the local indigenous communities, the Mississaugas of the Credit First Nation and the Six Nations of the Grand River.



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CARRIED

5. **Reports:**

**A) Note from the chair:**

Over the last few weeks I have fielded several emails relating to sub-committees and the roles and responsibilities they have.

I thought it prudent to provide some commentary in the hope of clearing up any ambiguity and/or misunderstanding relating to these committees.

To lead out I will address the issue of our current by-laws, I have sought clarification as to whether or not the by-laws we reference at our meetings (and posted on the school website) were in fact adopted by the council. They are clearly marked as a "Draft" which implies that they may yet to be formally recognised by the council. This is important, if not formally adopted our constitution would default to the provincial school council version (<https://www.ontario.ca/laws/regulation/000612>). Once confirmed I will clarify with council. (Although the above is an important clarification it does not impact the roles and responsibilities of our current council and its committees and/or sub committees).

Our Council is huge, a testament to our school community and the commitment we share to ensure our children are getting the most out of their educational experiences. The creation of the 3 current sub-committees (FUNraising, By-law and communications) at our first meeting set in motion a change in our operational processes from previous years. Once adopted the sub-committees immediately became a centralised division of our council for the oversight, operational control and reporting to council on their respective files.

I concede that this is a big change from previous years and unfortunately, I have to wear the fact that the confusion/ambiguity that has originated as a result sits on my plate. I also understand that the succession of oversight for certain files has caused unintended friction, again I will wear the ramifications of this change on our structures and pledge to ensure greater clarity on motions moving forward.

As our council evolves, so will our need for a set of by-laws that represent our council's uniqueness. As soon as I gain clarity on the current state of the by-law situation I will advise the council to that effect. With that said I want to be clear, the established sub-committees are responsible, in totality, for their respective files. This does not mean a sub-committee can act unilaterally, it means that they are responsible for oversight, co-ordination and reporting on behalf of and to council, period.

## OFFICERS REPORTS

### **5 A) Treasurer (L. Slayer)**

#### Income

<b>Balance forward September 1, 2023</b>	<b>612.52</b>
<b>Pizza session 1</b>	<b>13,567.50</b>
<b>Grinch Movie Night</b>	<b>2,934.00</b>
<b>Pizza session 2</b>	<b>15,187.50</b>
<b>DPA Equipment SC allocated funds</b>	<b>114.40</b>
	<hr/>
	<b>\$32,415.92</b>

#### Expenses

<b>Pizza Cost Session 1</b>	<b>9,404.25</b>
<b>Movie Night concessions (The Grinch) ``</b>	<b>380.56</b>
<b>Allocated Funds from SC Movie Night (The Grinch)</b>	<b>500.00</b>
<b>Pizza Cost Session 2</b>	<b>10,729.35</b>
<b>DPA Equipment payback</b>	<b>226.92</b>
	<hr/>
	<b>21,241.08</b>

**Total: \$11,174.84**

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5 B) Secretary - No Report – (going forward will just be the minutes as a report)

## STANDING AND SPECIAL COMMITTEE REPORTS

5 C) Fundraising - Allan A. Greenleaf School Council  
Detailed Fundraising Report  
September 1 – December 31 2023

### **PIZZA DAY SESSION 1**

#### Income

Pizza orders 13,567.50

#### Expenses

Pizza cost -9,404.25

Total: \$4,163.25

### **MOVIE NIGHT (GRINCH)**

#### Income

Allocated funds from SC 500.00

Online Ticket sales (312) 624.00

Concessions & Door sales 1810.00

**2,934.00**

#### Expenses

Pizza (Donation) 0.00

Drinks -145.44

Popcorn -118.65

Candy -116.47

-380.56

**Total: \$2,553.44**

### **PIZZA DAY SESSION 2**

#### Income

Pizza orders 15,187.50

#### Expenses

Pizza Cost -10,729.35

**Total: \$4,458.15**

i) FUNdraising Committee Report January 15<sup>th</sup> 2024 (J.Valeri)

#### Agenda Items:

1. Movie night debrief

- Massive success, raising just shy of 3 thousand dollars and garnering a lot of positive feedback
- We were not able to use the popcorn machine AAG had because it was not stored properly and could not be deemed safe for food service
- We could not keep up with the demand for popcorn and chocolate/candy and sold out of both
- We have some chips and drinks remaining to carry over into our next movie night
- We would keep future movie nights on Wednesdays to encourage timely departure
- We would add a barrier to the front of the gym so kids cannot run through
- Our future movie would be shorter, and the pizzas would be party pizzas to maximize profits and bring per slice cost down to 2 dollars

2. Budget Ask – Background

VOTING: Total Budget Ask of \$6200.00

- Two movie nights, \$1200.00
- Popcorn Machine, \$500.00
- Donation for Hess Street School \$500.00
- End of Year Carnival \$4000.00
- There is a document that has surfaced from 2016 that was never made part of the draft bylaws we are currently reviewing

# ALLAN A. GREENLEAF -SCHOOL COUNCIL

## MINUTES

- This document was used by previous councils in an informal fashion and never voted on, ratified, nor was it made a part of our bylaws and in no way binding on our current council or sub groups
  - The current bylaws are in the process of a review, and in and of itself are draft bylaws from years prior that were also never voted on or ratified and have not been followed during this session of council
  - All fundraising activities taking place in the school should be carriage of the fundraising committee, and all documentation related to fundraising should be available transparently to members of the committee, council, and staff of the school
  - Our ask is in line with the fundraising spending and determinations developed by the Hamilton Wentworth District School board document 'Policy 3.7'
  - As in 'Policy 3.7' an annual fundraising plan, including the spending of funds is advised on by school council and it is the school's principal that decides on the use of funds on advice from the council
  - <https://www.hwdsb.on.ca/wp-content/uploads/2019/12/FINAL-Fundraising-March2019.pdf>
- a. Movie Night
- We were last given 500 dollars, but pizza was donated
  - We are asking for 600 dollars, and anticipate to be able to get some donations towards bolstering the snack, pizza, and popcorn components
  - If similarly attended we would profit over 2 thousand dollars for each movie night
  - Dates of March 6<sup>th</sup> and May 15<sup>th</sup> have been selected and the movies will be voted on by sub committee and brought to council next month
  - We are asking for a total amount of \$1200.00 to run these two events projecting a profit of \$4000.00

**MOTION #1 REQUESTING \$1200 TO OPERATE MARCH 6 AND 15<sup>TH</sup> MOVIE EVENTS. MOVED: J. Valeri  
SECOND: S. Donnelly  
CARRIED**

- b. Popcorn Machine Budget Request
- We are asking for \$500.00 to replace the popcorn machine, so that we can better serve during school events

**MOTION #2 REQUESTING \$500 TO REPLACE POPCORN MACHINE. MOVED: J. Valeri  
SECOND: S. Newell  
CARRIED**

- This was the most popular item at the movie nights and we were not able to keep up with demand
  - This ask is covered by our raised funds, and would similarly pay for itself in short order
  - The machine is easy for our older students to run and could be used at all events within the school community to continue to raise funds/support the students
- c. Year End Carnival
- We are looking for \$4000.00 in funds to plan and implement a year end Carnival

**MOTION #3 REQUESTING UPTO \$4000 TO IMPLEMENT A YEAR END CARNIVAL. MOVED: J. Valeri  
SECOND: E. McAllister  
CARRIED**

- Food, activities, entertainment, an expanded book fair
- Family games and prizes for the kids
- Discussion

- |             |   |
|-------------|---|
| C. Brown    | -discussion ensued to determine measure of success for delivery of the Carnival   |
| J. Valeri   | -there is interest in the community   |
|             | -doubling the investment is the goal of the FUNraising Committee –(\$8000 profit) |
| C. Brown    | -are there any insurance implications or questions?                               |
| S. Yull     | -we will look into this.  |
| T. Hood     | -Are we raising money for other events.   |
| J. Valeri   | -Doing both raising dollars and having events.                                    |
| T. Robinson | -Could we have Carnival at same time as meet the teacher?                         |
| S. Yull     | -Can look at this process.  |

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**MOTION #4 MAKE A CONTRIBUTION OF \$500 TO HESS SCHOOL.**

**MOVED: J. Valeri  
SECOND: S. Clarkin**

**DEFEATED**

E. Mcallister -provided information on the support of Hess School.  
-connecting with Hess Jan.22<sup>nd</sup> and will report back.

**ACTION #1 REPORT BACK ON THE HESS SCHOOL CIRCUMSTANCE**

**E. McALLISTER**

**ii) BY-LAW COMMITTEE (S. Harbridge)**

J. Valeri -lots of investigating  
G. Spry -goal is produce a document by the end of the school year.  
-suggested voting on opening the By-Laws for clarification and guidance  
-we will come back to this conversation

**iii) COMMUNICATIONS COMMITTEE (G. Spry)**

-no report

**PRINCIPALS REPORT (S. Yull)**

1) Staffing Update

- Julie Bragdon has joined us in the main office as our Office Assistant. Welcome to Julie!
- Jennifer Campbell has joined our Educational Assistant Team in the afternoons. Welcome Jennifer
- Sandra Gortych (LTO - FDK 1 DECE) was successful in obtaining a permanent position at Mary Hopkins School. We are presently filling this LTO and will have someone staffed in the position soon

2) PA Day Update (November and Progress Report Interviews)

- Interviews were held on November 16/17. After several years this practice was brought back by the board and it felt really great to have parents/guardians and staff meeting together in the building to discuss student progress. Hope this continues!

3) Partner School Request – Hess St. School

- At the last School Council Meeting, we brought forward a request from Hess Street School
- In following up with Hess St. Admin. The school is looking for support with their food/nutrition program. They access the many grant and supports that are available but this is still an area of substantial need. Would be appreciative of food and/or financial donations to support their Nutrition Program. School Admin expressed appreciation to our council for even considering the request

4) Playground Update

- Facilities request is in to see if its feasible to remove/resurface back playground to allow for a fresh start with lines/games that Council approved at the end of last year. Taking a little longer than expected, but want to proceed in the right way and make the playground as nice as possible

5) Winter's coming – Snow Removal

- See attached Resource that outlines responsibilities
- AAG has one of the largest Elementary Plants and Snow clearing is often a challenge
- In advance of and during weather events, school admin is in contact with Facilities Supervisor to update of school situation and any concerns that may exist

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## **TEACHERS REPORT** (T. Robinson)

January, 2024

January is always an incredibly busy month at AAG, as teachers and students prepare for Term 1 report cards.

Many teachers are involved in some interesting new pilots to build our Language and Math programming.

Here are some of the interesting events going on within our school:

**Kindergarten:** K3 went on a Kindness Mission before the holidays, visiting classrooms to bring kind greetings and a treat. Seeing those little friends really helped to brighten everyone's day! To celebrate diversity, they had a "Wear What Makes You Happy" spirit day.

The kindergarten classes will be going to the Royal Botanical Gardens in February.

**Grade One:** 1A and 1/2A have been partnering with Mr. Allen's Leadership class for Inquiry Buddies, once weekly. This will be wrapping up next Friday, as the high school prepares for a semester change. This has been a mutually beneficial relationship. We would like to thank Mr. Allen's students for the holiday party at WDHS. The children loved the activities and snacks prepared by the grade 12 students.

The grade ones and 1/2A will be heading to Mountsberg next month, to participate in the Owl Prowl program. This program meshes nicely with the Life Systems strand in both the grade one and two curriculum (for our friends in the split).

**Grade Two:** On January 16th the Grade 2 students are participated in a 90-minute hands-on Festival of Lights workshop provided by the Children's International Learning Centre. They explored the following celebrations: Hanukkah, Kwanzaa, Diwali, Ramadan and Eid. This exploration ties directly to the Grade 2 Social Studies Curriculum on Heritage and Identity.

**Winter Clothing Drive:** Greenleaf families have been incredibly generous again. These are the results of our clothing drive to benefit the Good Shepherd.

We collected:

- 118 coats
- 41 pairs of snowpants
- 135 hats
- 71 pairs of gloves or mittens
- 44 pairs of boots
- 51 scarves

Ms. Steinberg also wanted to mention that we are now able to recycle some drink containers (cans, drink boxes, bottles) although, reusable bottles are encouraged, of course. We are only able to recycle paper products and the drink containers.

**Family Literacy Day** is on a Saturday and will be celebrated on Thursday January 24th at Greenleaf. Students and adults are encouraged to dress like their favourite book character or wear pyjamas. The students could also bring in their favourite book to share. We will be having DEAR (Drop Everything and Read) time and some fun activities on that day.

**Athletics:** Handball intramurals are continuing for senior students at lunch.

Senior girls and boys' basketball season has started.

We are hoping to have a senior swim team, but it is completely dependent on the YMCA giving us pool times that work for our school day.

There may be more to add at the meeting.

-some discussion on Grade 8 Grad trips

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**6 UNFINISHED BUSINESS (Chair)**

**a) Ontario Milk Program (E. Mcallister)**

Request: To implement a school milk program that will support healthy nutrition options for students. This can also support additional access to nutrition support for students in need of support or supplement of food.

Background: The Ontario School Milk Program is a program supported through the Dairy Farmers of Ontario. The program connects schools with local distributors for at cost pricing and distribution support of program within the school.

Logistics/Process:

- School Lead works with Dairy Farmers of Ontario and distributor to order and distribute milk while providing education/promotion materials for school.

- School Cash Online is utilized for ordering (also has the ability to donate milk so parents can buy one and give one. Potential link to Hess Street school and how we can support and or increase nutrition support)

- School Lead organizes and distributes with volunteers

Requirements:

School Lead - I am willing to take on this role

Volunteers - For distribution, similar to pizza day

Refrigeration - Dairy Farmers of Ontario has approved us for a grant of up to \$800 for purchase of refrigeration. If approved, what board process is needed for install?

Reusable Grocery Bags - To distribute milk to the classroom (approx. \$75)

S. Hardbridge - was there a percentage identified for milk . ie. 1% versus 2% etc..  
- how frequently would the milk be served? Weekly?

E. Mcallister -we can decide?

E. Mcallister -cost recovery or fundraiser – we can decide.

S. Newell -thoughts on vending versus distribution

E. Mcallister -grant does not cover vending

S. Yull -we would not get approval for vending.

**MOTION #5 TO ADOPT THE ONTARIO MILK PROGRAM**

**MOVED: E. Mcallister**

**SECOND: L. Slayer**

**CARRIED**

**MOTION #6 \$400 DOLLARS BE ALLOCATED TO COVER OPERATIONAL COSTS**

**MOVED: E. Mcallister**

**SECOND: L. Slayer**

**CARRIED**

**a) Pro-grant application (T. Louks/G. Spry)**

G. Spry -has spoken to Ancaster H.S. and they have expressed interest in partnering to use their Pro Grant funds together

-general discussion around use of funds

-no alignment with others.

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7. **New Business**

- A)** Waterdown Boundary review and temporary accommodation response (Spry /Linguard)  
 General reminder -document was included in the meeting prep, including a slide deck
- P. Bedford -good document  
 -seemed like perhaps there was a conclusion before the consultation.
- G. Spry -document does not provided weighting.  
 E. Mcallister -a decision will be made in March.  
 -community needs a strong voice
- M. Linguard -last 10 minutes of meeting it was made known that Waterdown DHS is under enrolled by 500 students.
- J. Valeri -provincial education law would likely prohibit that change easily of timely.  
 G. Spry -lots of missing information that caused much frustration.  
 S. Yull -site and land are secured.  
 -did not build because no demonstrated need.
- J. Valeri -plans to build have been rejected 3 times.  
 G. Spry -definitely a temporary boundary review.  
 J. Valeri -there is a desire for permanent boundary recovery guarantee upon return to current boundary.  
 E. Mcallister -be strong on point that AAG cannot absorb the infrastructure requirements.  
 A. Galbraith -no information was shared on infrastructure requirements of facilities needed.
- B)** Is there a student council this year - E. Mcallister  
 S. Yull - no council  
 E. Mcallister -is there context  
 S. Hamilton - lots of leadership groups in the school.

8. **Announcements**

**NEXT MEETING: Thursday February 22, 2024 6pm location LIBRARY**

9. **ADJOURNED: 8pm Moved: S. Hardbridge  
 Second: T. Hood Carried**

SUMMARY:			
Subject	Actions/Motions / Decisions	Responsible	Deadline
SPENDING	MOTION #1: REQUESTING \$1200 TO OPERATE MARCH 6 AND 15 <sup>TH</sup> MOVIE EVENTS.		
SPENDING	MOTION #2: REQUESTING \$500 TO REPLACE POPCORN MACHINE		
SPENDING	MOTION #3: REQUESTING UPTO \$4000 TO IMPLEMENT A YEAR END CARNIVAL.		
SPENDING	MOTION #4: MAKE A CONTRIBUTION OF \$500 TO HESS SCHOOL. ----- DEFEATED-----		
DONATION?	ACTION #1: REPORT BACK ON THE HESS SCHOOL CIRCUMSTANCE	E. Mcallister	February mtg
MILK	MOTION #5: TO ADOPT THE ONTARIO MILK PROGRAM		
MILK PROGRAM	MOTION #6: \$400 DOLLARS BE ALLOCATED TO COVER OPERATIONAL COSTS		