



# Minutes

Collegiate Elementary – School Council

September 11, 2023

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## Introduction and Declaration of Interest

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- Conflict of Interest:
  - No conflicts identified
- Review of Previous Minutes:
  - No review or approval of minutes
- **Council Members:** 2023 – 2024
  - **Chair:** Kelsey Clohecyc
  - **Secretary:** Jackie Atkinson
  - **Treasurer:** Lisa Barzetti
  - **Voting Members:** Laura Boone; Julie Capstick; Linda Wallace; Yusra Qureshi; Kenny Cheng; Kristen Coady, Kattie Ransom-Jabora; John Duvnjak/Heather Dempsey

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## Chairperson Report

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- **No Chairperson Report**

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## Principal's Report

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### *Newsletters*

- All newsletters will be posted on our website

### *Nutrition Program*

- Special thank you to Heather Dempsey, Kerry Cave, Ms. Twyla, and all staff for their hard work and dedication getting our Nutrition Program up and running
- Nutrition Programs provided by Tastebuds
- We have a “Grab ‘n Go” process providing snacks to each classroom for students who would like or need a snack throughout the school day
- Snacks are all peanut/nut free (i.e., bananas, oranges, yogurt tubes, granola bars, crackers)
- There is no obligation to participate in this program

### *Reimagining Wellness Choice Board*

- Continuing with The Reimagining Wellness Choice Board. It is designed to ease students and staff into the school year with an intentional focus on wellness:
- All activities have a curriculum link with a focus on wellness
- **Overall Goal:** Students/Staff feeling safe & supported in the 2023/24 school year with a successful start

### *School Annual Plan*

- Each year, we work on our School Annual Plan to establish school targets
- This is done by using a variety of data to determine our students’ strengths and areas of need
- Done well in the area of Reading – will be adding a deeper focus on Equity and Math

## *Agendas*

- Grade 1 – 8; Kinders Important Bag with Communication Book
- Replacement Agendas are \$5.00

## *Secure Schools Procedures*

- 3 Fall Fire Drills / 3 Winter Drills
- Will have 1 Lockdown Drill in Fall and 1 in Winter
- Will have 1 Hold & Secure and 1 Shelter in Place and 1 Evacuation Drill

## *September Staffing*

- Our September Staffing Numbers will be looked at by the Board
- Timelines are ongoing until end of September – Depending on our enrollment, re-organization of classes make take place.
- All families will be notified – a re-organization letter will go home with all students
- If we do re-organize, October 5<sup>th</sup> is the transition day for staff. Staff will ensure students are familiar with their new teacher and classroom – we will make any transition as smooth as possible
- New classes begin October 6<sup>th</sup>

## *HWDSB Courtesy Transportation Procedure*

- If you did not receive confirmation of transportation for your child, it's because your child does not meet criteria for transportation to Collegiate Elementary School
- Courtesy Transportation Applications can be submitted to the school for approval however, very few will be approved
- Each application is looked at individually
- If courtesy transportation is approved, a written notice from the Principal will be sent home with your child. It is the parent's responsibility to bring their child to an existing bus stop as new stops will not be added to bus routes
- At any time, Courtesy Transportation can be withdrawn if new students move into our bused area, for inappropriate behaviour, etc....

## *Fundraisers*

- School is running Chocolate Bar Fundraising in the Fall
- School - Pizza Days, Yogurt, Popcorn, etc. throughout the year
- Fundraisers are for whole school with the exception of Grade 8 Graduation

## *School Picture Days*

- Monday October 23<sup>rd</sup>
- Retake Day Tuesday November 21<sup>st</sup>
- Grade 8 Graduation Picture Day: Wednesday March 6<sup>th</sup>

## *HWDSB Volunteer Policy and Procedures*

- Part of the Hamilton-Wentworth District School Board's Volunteer Policy is that any volunteers working with children must have obtained a Vulnerable Sector Screening Report
- This is essentially a criminal record check for individuals working with children to protect children
- To obtain such a report, an adult must complete an application form from the Police Station or on-line
- The cost is approximately \$25.00 and is valid for 3 years with the HWDSB
- It could take up to 4-6 weeks for the report to be prepared
- Once you have obtained the report, Volunteer Forms for Collegiate Elementary School need to be completed and an Offence Declaration is completed every school year for the duration of the 3 years
- For school trips, you will not be permitted to attend without a Police Check

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## Teacher / Staff Report

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### *Athletics*

- There will be a cross country meet for students in grades 3 to 8 sometime in the middle of October.
- We have three confirmed volleyball teams: Junior Boys (Mr. Roth), Senior Boys (Mr. Duvnjak and Madame Knezevic), and Senior Girls (Mrs. Archibald and Mrs. Simunic).
- There will be a Junior Swim Team with more information to come this week.
- There wasn't enough student interest in forming a 3-pitch team.

### *Other Extracurriculars*

- Robotics Club will be organized by Madame Knezevic sometime throughout the school year during nutrition breaks.
- A Green Team (grades 4-8) led by Mrs. Vesprini will be formed to help with school recycling and maintaining a clean environment.

### *Terry Fox Run/Walk*

- Annual Terry Fox Run/Walk will be on Friday, September 29<sup>th</sup>.
- School is accepting cash and online donations through Terry Fox online fundraising page.
- Online fundraising page has been shared with teachers, students, and on Collegiate Twitter.
- Our fundraising goal this year is \$1200.

### *School Annual Plan*

- Our School Annual Plan will focus on three main areas: 1) Reading Achievement, 2) Math Achievement, and 3) Equity and Well-Being.
- School team is currently working on an Equity Action Plan that will have a student voice council that will be referred to as "Grizzly Voices".
- Our Equity Action Plan will focus on the following two areas: **1) Removing and Disrupting Barriers** (Universal Design for Learning and Culturally Relevant and Responsive Pedagogy) and **2) Positive Culture and Well-Being** (School Safety, Acceptance, and Inclusion and Relationships and Opportunities).

### *Individual Education Plans*

- IEPs will be going home on Wednesday, October 18<sup>th</sup>.

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## Financial Report

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- **School Council Funds:**
  - Starting Balance: \$1195.65

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## New Business

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- Discuss allocating School Council Funds

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## Next Meeting Date

October 23, 2023 - 6pm

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