



Minutes

Collegiate Elementary – School Council

September 9, 2024

Introduction and Declaration of Interest

Council Members: 2024 – 2025

- **Chair:** Kelsey Clohecy
- **Secretary:** Jackie Atkinson
- **Treasurer:** Kenny Cheng
- **Voting Members:** Kelsey Clohecy, Jackie Atkinson, Kenny Cheng, Nem Ivosevic, Maram Bataineh, Sez Nalsok, Carole Knezevic/Heather Dempsey (3.5+1 for voting)
- All parents/guardians are welcome and encouraged to join all council meetings

Review of Previous Minutes:

- No review or approval of minutes

Chairperson Report

- No Chairperson Report

Principal's Report

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 as soon as possible
- 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., granola bars, crackers, apple sauce, muffins)
- 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** is for students and staff feeling safe and supported to begin the 2024/25 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
- Our areas of Focus: Reading, Math, Well-Being

Agendas / Communication Book

- 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 and Re-Organization of Classes

- Our September Staffing Numbers will be looked at by the Board
- Timelines are ongoing until end of September/October – Depending on school's enrollment, re-organization of classes will take place
- All families will be notified – a re-organization letter will go home with all students
- Staff will ensure students are familiar with their new teacher and classroom – we will make all transitions as smooth as possible
- October 2nd is the transition day for staff. New classes begin October 3rd and final staff placement are October 18th

Wednesday Pizza Days

- Orders done using our School Cash Online System
- Notice home with more information - orders are for each MONTH, for the entire month (with the exception of September) with due dates listed – no late orders are accepted
- Cash will only be accepted for the month of September until families set up School Cash Online

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, bring to school, and there are Volunteer Forms for Collegiate Elementary School that 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

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...

School-Lead Fundraisers

- In process of setting up a Fundraiser – more info to come
- School - Pizza Days, Yogurt, Popcorn, etc. throughout the year
- Fundraisers are for whole school resources and initiatives which include Gr. 8 Grad and SK year-end Celebration

Personal Items (balls, toys)

- Bringing personal items to school causes conflicts and leads to issues such as exclusion between students
- Council's support with this is greatly appreciated

Recess Equipment Donations...

- Any donations of new/used basket-, soccer- volley-, large bouncy-balls for outdoor student use are greatly appreciated
- All donations will be recorded with a room number (not necessarily you child's room) and the item will now be school property

Meet the Collegiate Staff Night

- Thursday September 12th 4:00pm – 5:30pm on back playground for a Meet and Greet!
- Pizza: \$2.00/slice Pop/Water: \$1.00 TCBY Frozen Yogurt: \$4.00

School Picture Day

- Monday October 21st with Retake Day Monday November 25th
- Grade 8 Graduation Picture Day: Wednesday March 5th
- Grade 8 Retake & Kinder Year II Celebration Photos: TBD

Staff Report

Athletics

- There will be a cross country meet for students in grades 3 to 8
- 3-Pitch Baseball Tournament Sept 23rd
- There will be a Junior Swim Team

Other Extracurriculars

- Robotics Club will be organized by Madame Knezevic
- A Green Team led by Mr. Ken and Ms. Vesprini will be formed to help with school recycling and maintaining a clean environment with over 30 students signed up

Terry Fox Run/Walk

- Annual Terry Fox Run/Walk will at the end of September
- School is accepting donations

Financial Report

School Council Funds:

- Starting Balance: \$4487.83

New Business

Council Funds and Fundraising

- Allocating School Council Funds - Follow- up from May 2024 Meeting
- Total in Account is \$4487.83
- Once Voting Members are determined, at the second school council meeting we will discuss...
- Allocating above funds
- Council Fundraising Plan for 2024-25 and a possible Fundraising Committee (there were tons of great ideas from members that if we planned ahead, would be able to help supplement the needs of the school outside of the regular school budget)
- Allocate funds raised for 2024-25 school year and spent by June 2025

Fall Fling Dance-a-thon Fundraiser

- October 24th hosted by parent Council
- Information Notice with details and a fundraising form will be developed by Council and sent to school for photocopying and distribution
- Choice of wearing a costume or fall colours

Next Meeting Date

November 4, 2024 - 6pm – 7pm
