

## Holbrook School Council Meeting April 2012

In Attendance: Heather Wilson, Katherine Burch, Pat Baulcomb, Emma Farkas, Colleen Ball, Robert Accadia, Erin Accadia, Georgia Tomlinson, Jennifer Harwood. ABSENT: Marcia Yeo, Ira Henderson, Michelle Galbraith

1. Welcome and Call to Order – Chair – 6:40pm

2. Archivist Presentation – John Aikman, Manager School Board Archives

Currently working with King George on their 100<sup>th</sup> – they are also closing, so it's their closing celebration as well. Glen Echo – 50<sup>th</sup>, Westmount – 50<sup>th</sup> (Fri/Sat/Sun event). For elementary, suggest one day event. Four reasons people come – 1. See friends 2. See school. 3. See teachers. 4. Find evidence that they were at the school. We're off to a good start as we have a school council and staff on board. Opened in Sept 1962, 2012-2013 is our anniversary year, we can hold celebration anytime in that year. Fall is not bad, but have to get it done before weather turns. May want to choose springtime, but again watch the weather. Generally mid-April to mid-June they are held. Many schools focus on education week, as classrooms are looking really good during this period. Suggestion we set up an anniversary committee that could work separately from school council. Tap into people who are graduates from this school. One day works well, often Saturdays. 10am – 3pm, 11 – 2 – we decide the time, but make it worthwhile. Don't make it too long. If starting Sat at 10am, opening ceremony at 11am, 30 minutes maximum for speeches. Visiting and seeing are the key points for the event. Possible to find staff/students from the opening year? Bill Russell – earlier principal of this school – these are the kind of people that could make an opening presentation. Trustee, Superintendent – it's up to us what we want to do. John Molloy is nice and short for this type of thing. Powerpoint presentation? Show the pictures from the years. What about a choir? Current, or from choirs past? Name tags really help, esp for staff, former staff – make them different colours for staff and students. Guest Book is also good. Ask them for their name from when they came/worked here, in case they've been since married. A map of the school, one page program maybe. Attendance register – every child is listed – those are all stored at the Board. They arrange to have them photocopied with the kids from each class – but can only go up to 2002, as classes from the last 10 years cannot be published. Good to set up decade rooms. In that room, you can have the registers in chronological order by year, by grade, for each decade. Need to volunteers to come to the archives and photocopy these. With 2 people, you can do it in 2.5 days. 13 boxes of registers, and they cannot leave the building (Vincent Massey school on Macassa). Duotang for each year, organized by grade. Once you have it done for the 50<sup>th</sup>, then once the 75<sup>th</sup> comes around then a lot is already done. Since 2004 everything has become digital. They can provide us with a list of staff, they can provide us with the staff directories. Someone can enter that into a spreadsheet, then it can be compared to the current directory – see who is still working, or who is retired. If they are in one of the directories, they are likely still alive. If they are in the directory, emails can be sent. Be sure to invite staff AND students. Memorabilia – pull out what is stored, see what we have – then things can be organized by decade in the respective rooms. Photographs, plaques, school clothing, pennants, anything school related. Put a call out to the community for photographs – maybe they could loan them – or maybe donate – if donation, please take note of who donates so it can be acknowledged. For loans,

again, record the loaners info, so that they can be returned. Best to scan the pictures, burn to cd/dvd/usb so they can be kept for future. Archive doesn't keep them unless they are donated. Figures they have 250,000 pictures. We can share with the archive what we collect. Can loan us some display cabinets – 4' wide by 3' high. Good for things that have been loaned, protects them from damage and theft. Hillpark had pictures on table with a sheet of plastic overtop, taped down. All pictures numbered, so if someone wanted a copy could ask. May want to have swag – pens, mugs, calendars. John Nugent has been commissioned to do a pen and pencil sketch of the school – we'll be able to use that in advertisements if we wish. Publicity. Once we set a date, start the publicity. We've got our own website, may want a separate one for anniversary, be sure to link to Board, it can be linked to Archive site as well. Cable 14, talk to Spectator (Too Good to Miss), Jeff Mahoney, Terry McKosky (education reporter), Mountain News community events. Some have set up Facebook, Twitter accounts, but has to be managed. Barton had their 50<sup>th</sup> 2 years ago, ran it solely on Facebook – expecting 2000, got 200, very disappointing. Create a poster that can be displayed in public places. You can't start too early once your date is set. If you have materials loaned, have a contact at the school to manage these materials. Perhaps set up a separate email account for this (gmail, Hotmail). Be sure to return everything as quickly as you can when event is finished. Store things (such as registries, photos) in a big plastic tub when done. Store at school or can be sent to archives. Sometimes the classes will take on the decades – learn about that decade – clothing, music, etc, - then decorate the rooms. That material is available. Sometimes teachers are hesitant to put things up in their rooms. If that's the case, put up big mural paper, attach things, then take it down when done that day. John has done 40-50 of these so far. John is willing to come to any of our meetings. Needs at least 2 months notice to create an event. Registers need to be photocopied during the school year. The school supplies the paper, maybe 4 bundles. What is the best way to get a hold of people? 6 months prior to event, put ads in the local community events sections of paper, advertise date and say we are looking for helpers – see what calls up. Talk to Agnes DiFazio about funding available. John will try to see if we can have our school history researched. Mrs. Beattie says a teacher has been in contact with Dr. Holbrook's daughter who is now 90. A connection like that is great. John thinks the decade rooms work well. Try not to display anything loosely, because they may disappear. We can borrow the display cases, but we need to pay for the cost of transporting them. The archive is open on May 5<sup>th</sup> and May 6<sup>th</sup> (10-4, 12-4) through the Doors Open program, come see what they have. Once we have a date, contact John again, he would like would to have one contact person here (office, council, whatever).

### 3. Healthy Snack

- Feed the Dream Cruise – Sat June 16<sup>th</sup> – 11:30am, Royal Hamilton Yacht Club, \$50 per person, auction, cruise, gourmet lunch, cash bar. We provided 2 baskets last year. Katherine motions that we donate \$100 to create 2 baskets for their silent auction. Colleen seconds. Passed.
- Black & Gold day – Friday at 2:30. Two Ticats will come to talk about the value of good nutrition.

#### 4. Treasurer's Report

- After expenses, we have \$2300-\$2500 left. Nevada \$862.61, we are due for a new payment. Nevada cannot be spent on anything, Mrs. Beattie has a list of what it can't be spent on. We have bought a lot this year, 2 laptops, IFTA, new sound system for Mrs. M.

#### 5. Fundraising

- Campbell's – Omnikin ball is here and being used. Mrs. Baulcomb's class was the first to use it, and the kids just loved it. There is a booklet that goes with it that you can gear organized activities to it. Picture is on the website as well.
- Terracycle – still going well, lots coming in. We received our prize for coming in 7<sup>th</sup> in Canada. Planter Box, small plant pots, paper, binders. Please keep it all coming in, the kids are doing well with it. Things can be brought in and left in the multi-purpose room at any time
- Mabel's Labels – Heather sent an email, they have a special right now for fundraising groups.
- 2012/2013 Fundraising Ideas:
  - CCRP – Canadian magazine company (Marcia & Georgia)
  - Entertainment Books (Jen & Heather)
  - MacMillans (Rob & Erin)

Katherine motions to run these 3 fundraisers, Rob seconds. Approved.

#### 6. Other business

- Heather bought new supplies for the kitchen, and also ordered Mabel's Labels to label things so they get returned.
- Mrs M is getting a lot of use from her new sounds system.
- Art drying rack – Junior Hall needs a rack as well, would be 3<sup>rd</sup> unit. Katherine motions purchase of another unit, Colleen seconded. Passed.
- Website for council – [www.hwdsb.ca](http://www.hwdsb.ca) – please visit it on a regular basis
- Pizza volunteer calendar is up, please sign up.
- Open House/BBQ – TOMORROW!
- 50<sup>th</sup> Anniversary – we all like the idea of an Open House. Food similar to grade 6 grad reception? Hors d'oeuvres, baked goods, sandwiches (?), large cake. We like the idea of decade rooms as well. Strings program may participate. We need to pick a date, we'd like to do it next Spring, we'll check with staff and come back with a date.

7. Principals' Report – Because we have helped to buy tech, school was able to buy 2 LLI kits. Mrs Hickey, Gordon and Kenehan are also involved in this along with Mrs. Clarke. We now have Grade 1 and Grade 2 kit. Good success with kids moving forward using this intervention. A couple kids can now use Empower, another intervention kit. Yesterday Carousel Players came to school, going to use Credit Union money, going to ask Council for some of this money as well. The presentation was called "Living with Autism" – teaches kids about differences in their friends and all their differences, good educational support with it too. EQAO coming up, Scholar's Program wrapping up this week. Madame and Mrs. M been to conferences to support their classroom programs. Recently had a support visit, a team of principals from neighbouring schools and a cluster principal, Ted Kosner (McNab). Visited all the

classrooms and talked to the kids, then give feedback to staff here. This is a new initiative, ours is a model of how they are going to be done moving forward. Come in, visit, give us feedback to our specific questions. Went well, had some good discussion, some things to move forward on. Student volunteer coordinator has come in to do a placement. Forms and manuals updated and revised, we'll be connected to Volunteer Hamilton, may be a good source for new volunteer. Going through a new process for organizing schools. Board has heard concerns about reorganizing schools in the Fall. It's changed greatly over the years. This year a big challenge because Chedoke is going to full day kindergarten – and will not take out of catchment kids. Looking like we will have 3 kindergartens in the fall right now. Working with the board to look harder at the kids now – and actually looking at who the kids are, not just the numbers. This will help trying to find good personalities in classes – maybe instead of a straight gr 1 we need a split to help fit kids together better. It's been a huge process, and it's caused a lot of change as to what the classes will look like next year. Our allocation is 3 primary classes, 4 junior (we've always been other way round). Primary students will be moving to hall, Junior students will be moving upstairs. Splits were encouraged, so some 3-4 splits have been created. Our new reorg is based on the kids that we have, a "made for Holbrook" solution. Straight JK (Mrs Moses), SK am, split JK/SKpm (Mrs Hickey). Two split 1/2 (Miss Farkas & Mrs Baulcomb) and (Mrs. Gordon), 2/3 (Mrs. Kenehan), two 3/4 (Mr. Knapp (0.7) and TBD (1.0)), 4/5 (TBD), 5/6 (Mrs. Weresch). LRT (Ms. Robar) Rm 1 (Mr Lees), Gifted 5&6 (Mrs Read), Grade 3/4 (TBD (0.3)), Prep Coverage (TBD (0.1)). Mrs Legault has asked for a voluntary transfer, Mr Almas, Mrs. Grotke retiring. Placements based on "Full Time Equivalent" – 0.1 equals a half day. So a 0.7 posting is 7 half days for example. Any concerns about this, please contact Mrs. Beattie.

#### Other business

- EQAO results – 5 years ago we had the worst reading rank in the district, but it has improved greatly. DRA is used 3 times a year now, really helps assess where the kids are and what they need help with. This testing is a snapshot, results depend on a number of factors – weather, how the child is feeling, lots of stuff. The teachers have been working hard with the technology we have to help the kids on a regular basis. Some kids with IEPs have "writers" – the kids do the thinking and talking and someone writes it down for them.
- JK/SK butterfly kits – council has funded this before. Again? Erin motioned, Georgia seconded. Passed.
- Freezies for Jump Rope – funding? Rob motioned, Katherine seconded. Passed.
- School Trips – primary has only gone on one, to the pumpkin patch. Is there a reason for fewer trips? Cost of buses, insurance, and safety is a large concern.
  - Retirement gifts to be discussed next meet – Almas, Grotke, Albretch (sp?)

8. Date of next meeting: May 23rd

9. Adjournment: 9:05pm