



# Huntington Park ELEMENTARY SCHOOL *SCHOOL COUNCIL* *Meeting Minutes*

Date: Thursday, September 19, 2019

## **I. CALL TO ORDER**

The Huntington Park School Council Meeting was called to order at 6:33pm on Thursday, September 19, 2019 in the School Library at Huntington Park School at 80 Kingslea Drive, Hamilton, Ontario.

Roll call was conducted. The following persons were present:

Jennifer Bain, Courtney Botelho, Cindy Bourassa, Sammie Button, Cheryl Cader (Late due to family emergency), Tabitha Downey, Breanne Graham, Heather Knowles, Jennifer Lee, Susan Martin, Ashley McLean, Mark Mundell, Sharon Pynn, Claus Rodenkirchen, Spencer DeMan (Teacher Rep), Pat Petruccelli (Principal), Julie Wiltshire (Today's Family Rep)

*REGRETS: Lisa Hammell, Jessica Henderson, Laura Hill, Crystal Seager*

*ABSENT: No Absences were noted*

Mr. Petruccelli discussed the following:

There is a new parent that is considering becoming part of the Executive Committee. Last year, in the constitution, there was a recommendation that Executive Committee members be part of council for one year prior to running for any Executive position. However, we are going to wave this part of the by-law in this specific circumstance because the person comes with both School Council and Treasurer experience from another council. If the person did not have any council experience, we would follow the by-law.

What does it mean to be a voting member? Any parent within the community, with the exception of HWDSB employees, can have voting privileges within School Council provided that they attend all Council Meetings. If you miss two meetings, then the Council will give the member a phone call to inquire as to whether or not the member is still interested in attending and being part of the School Council. Anyone that wants to come to a meeting is welcome. The advantages of being a voting member is, for example, voting on use of fundraising dollars and you have a greater impact on what is happening within the school.

Introductions were made.

## **II. EXECUTIVE COMMITTEE ELECTIONS**

Chair: Sammie Button - acclaimed

Vice-Chair: Tabitha Downey - acclaimed

Secretary: Jennifer Lee - acclaimed

Treasurer: Cindy Bourassa - acclaimed

## **III. APPROVAL OF MINUTES FROM LAST MEETING**

The previous meeting minutes from May 2019 were approved.

9 – approved, 0 - abstained, 0 - denied

## **IV. VOLUNTEERING – P. Petruccelli**

If you would like to volunteer or you have been volunteering, there is a brief HWDSB Volunteer Orientation Video which was viewed at the meeting. Mr. Petruccelli will post it on the school website.

Vulnerable Sector Screening: A first-time volunteer must submit a Vulnerable Sector Screening through the Hamilton Police Services that is dated within the last six months. Once the Vulnerable Sector Screening has been recorded by the school, it needs to be redone and resubmitted every three years. If a volunteer takes a one-year break from volunteering or switches to another school, they will need to obtain a new screening.

Mr. Petruccelli spoke about confidentiality, privacy and vulnerability. Please review the video and handbook posted on the website.

## **V. PRINCIPAL'S REPORT – P. Petruccelli**

### **PEOPLE:**

- 497 students up from 442 two years ago.
- We have added three classrooms in the last two years.
- Our ESL (English as a Second Language) student population is up to 73 (approx. 15%) up from 10% at the end of the school year last year.
- Had to add one grade 3 class.

- This means we had to add one primary classroom, specifically grade 3 and create a 6/7 grade
- Therefore, our school organization is:
- Four Kindergarten
- Grades 1, 1, 1, 2, 2, 3, 3, 3/4, 4, 5, 5, 5/6, 6, 6/7, 7, 8, 8, and Multiples Class
- We should know the additional staff by Friday September 27
- Start Date for new organization is Monday September 30
- We have a new Head Custodian, Amber Ellis. Maria has retired.

## **PROGRAM:**

- Technology
  - We are in the process of purchasing 48 netbooks for approx. \$15,000
- School Annual Plan
  - With the Progress Reports written, here is our growth to date:
    - Goal 1 is 75% of Grade 1 students reading at grade level as determined by June Report Cards
      - Presently 27/60 students or 45% are reading at the grade 1 level
      - 16/60 or 27% approaching
      - Therefore, our target is 43/60 or 72% to receive a B- on the June report card
    - Goal 2 is improving in Math as measured by EQAO: This data will be released on September 25
    - The school does well in numeration and number sense but struggles in thinking and application. Ex, math question with three or four steps seems to cause the most difficulty.
      - The following resources have been purchased to support our math program
        - Two math carts complete with manipulatives
        - PRIME Assessment
        - MathUp online program (funded by School Council)
    - Goal 3 is improving in students and staff feeling safe, supported and accepted
      - Targets will be set in October

## **Plant**

- Health and Safety
  - Monthly inspection completed
  - To support excessive extension cords from being used, we had an electrical panel installed to complete the mounting of two ceiling projectors during the summer months
  - We are moving forward with the remaining seven classrooms to be completed
  - If you have individual concerns about a teacher, or your child and a teacher or you child and another student, those concerns should be directed to Mr. Petruccelli personally. These types of concerns are not part of School Council. Classroom concerns are teacher first, then the principal, then the superintendent.

- School Council is for general concerns, i.e., water quality, safety in the hallway, school uniforms, reading programs, math programs, playground, entry and exit, anything to do with the school at large.
- Mr. Petruccelli reminded us that he is very informal and that his door is always open. He is thankful for the growing school council and for the additional volunteers as it greatly benefits our school.
- If there are parents who wish to attend School Council Meetings but are unable to attend due to child care issues, the board does provide for child minding for this meeting time available through our “PRO Grant” money that comes through the Ministry. If you have a need, please contact Sammie Button and Mr. Petruccelli will arrange it for subsequent meetings.

## **VI. TODAY’S FAMILY (Julie Wiltshire)**

- Non-profit, licensed program that accepts families with subsidy.
- Currently, there is a subsidy freeze within the City of Hamilton
- there is a short wait-list for families than cannot afford it, but would like the before and after-care program.
- We have grown, we have strong numbers, but there is some availability in the kinder program.
- There is also an “EarlyOn” drop-in program at the Rec Centre for kids that are not school-aged.
- The before and after program is run out of the school. This year, the kinder program is going to switch between each kindergarten classroom each month.
- The older kids will be switching classrooms every two months
- This is to allow the teachers whose classrooms are being used to periodically reclaim their space, while offering a bit of variety to the children in the program.
- Program is supported by snack and activity carts which can be rolled throughout the school

## **VII. TEACHERS’ REPORT (Spencer DeMan)**

Mr. DeMan teaches almost all of the students in the school and therefore he interacts with the students and almost all of the teachers and staff on a very regular basis, which is why he was attracted to the role of teacher representative. He makes an effort to speak with all staff prior to the meetings to solicit news, requests, etc.

### Baseball:

Jr. Boys, Jr. Girls and Sr. Boys are finished.

“The Junior Boys Baseball Team took to the baseball diamonds and played a great tournament in 5 exciting games! The entire team played with great sportsmanship, competition, and most of all fun.” –

Mr. Cognigni

“Sr. Boys 3 Pitch team won the Silver Medal at the City Finals.” – Mr. Helm

Cross Country:

Practice starts next week. The cross-country meet is scheduled for Oct 7.

Volleyball:

Volleyball tryouts start next week.

Year End Trip:

Ideas are being discussed:

Toronto (approx. \$300-\$400)

Ottawa or Montreal (\$500-\$600)

Niagara Falls (\$100-\$200 depending on if overnight)

Mr. Resovac runs a meeting to discuss it with the students and get a feel for what they'd prefer

Swim Team:

Mrs. Gedye reports that the Junior Swim Team to start soon to ready themselves for the November Swim Meet.

Green Team:

Mrs. Prosser and Mrs. Bowler will be starting up the Green Team on Tuesday, Sept. 24. The green team is comprised of students from grades 4 and 5. They will recycle on Tuesdays and Fridays.

Theatre Aquarius Trip:

The musical is Hairspray and the date is in late November or Early December.

Funding Requests:

8 Licenses for Raz Kids (reading program) to support the Grade 1 reading program and our ESL population. With this program, students can read books at their level at home using the app.

Busing for Swim Team, Cross Country, Theatre Aquarius and Lindley's Pumpkin Patch

Message from the Kinder Team:

Dear School Council,

Thank you so much for the purchase of the shade tents that you contributed to our kindergarten yard. They are so appreciated on hot, sunny days as they provide a place for students to cool down. Part of our kindergarten curriculum is about self-regulating; finding a way to cool down in the heat is part of their education.

The tents are quite easy to set up, however, they require 4 adults. We are wondering if there might be a few parents that would volunteer to set up the tents in the morning when they drop off their children. It would probably be easiest to set it up at 9:00, right after all of the children go inside.

We are able to take down the tent at the end of the day because we have 4 staff outside, but the morning set up would be greatly appreciated. This doesn't have to be formally scheduled. If you are

available one morning, please approach one of the ECEs that is on duty and they will give you the key to get the tent out of the shed to set up.

Thanks in advance for any help you are able to offer. We are so thankful for the way you partner with us.

Sincerely,  
The Kindergarten Team

#### **VIII. TREASURER'S REPORT (Heather Knowles)**

There was no official treasurer's report submitted at this meeting.

#### **IX. FUNDRAISING REPORT (Cheryl Cader)**

- Four fundraisers, Pizza days, plus spirit wear (we made approx. \$500 selling mis-orders and leftovers from this year and previous years) Our grand total raised was: \$34, 598.71.
- Our largest fundraising year to-date, however, we intentionally ran extra fundraisers last year in order to raise the funds needed to update the technology.
- There are a few outstanding purchases from last year.
- We have \$9,318.23 carried over from last year, remaining in our account if we take into consideration the purchases that are still pending.
- There are a few purchases that will not come out of the account, such as the bean bag chairs for the well room, that will no longer be needed since the Well room space is being repurposed. Bean bag chairs were approved last year for \$360.
- Sammie Button, Cheryl Cader and Jen Lee all spoke up last year about taking a step back from fundraising in 2019-2020.
- Cheryl restated that she would be willing to run two fundraisers
- Additional fundraisers are welcome but would need to be spearheaded by another member.
- Pizza raised approximately \$7,000 last year after our price increase
- If we run a fall and a spring fundraiser each raising approximately \$4,000, we could raise a total of \$15,000 which is reasonable and would also give families and volunteers a bit of a break.

- Cheryl would like to form a fundraising committee as we have done in the past and has volunteered to be the School Council liaison for that committee. Parents and family members who are not on School Council are welcome to be part of the Fundraising Committee.

Upcoming Fall/Winter Fundraiser:

- Popular past fundraiser is a Dance-a-thon.
- It is fun, easy to do, well-received by the students and staff, all-inclusive, profitable and is a one-day event.
- Student Council can offer help
- It is a very low-cost event. Mr. Resovac provides his “DJ” services for free.

Heather Knowles brought up that Jen Lee and Cheryl Cader have done a large portion of the fundraising over the years and as their kids are aging and preparing for high school, it would be advantageous to have some new members with younger kids and more time left at Huntington to pair up with Cheryl and Jen to glean some of the fundraising experience that they have to offer.

Fundraisers and our spending plan must be submitted to the School Board by the end of October, so we will have to make some decisions at the next meeting.

A vote was taken to decide on the Fall/Winter Fundraiser.

**Fall/Winter Dance-a-thon**

18 – approved, 0 - abstained, 0 – denied

**X. NEW BUSINESS (Pat Petruccelli)**

Meet-the-Teacher is scheduled for October 10, 2019 time TBD

We had a room located centrally in the school that kids go to if they wanted to release some pressure as an example, School Council also purchased some items for kids with autism that have some sensory needs that could go there also. The teacher who was in that room left our school last year to become a reading specialist and as a result, that one job was split in half, therefore the room is not being utilized as we would have liked. The school year began with the Well room intact, but being under utilized and some of the students were coming to the room without supervision which is a safety concern. We found out that we will be getting a new grade three class which will be in the portapack in one of the two rooms that Mr. DeMan was using for music. He is down to one room which doesn't have a sink to wash mouthpieces. Given the shifting, the ESL population growing, and an LRT teacher supporting the 6, 7 & 8s and trying to be in close proximity. There have been changes. The music room will be located where the Well Room was, the learning resource teacher will be in the room that school council used last year, the ESL teacher will also share the space with the LRT as it is centrally located.

Some of the sensory items will be put in the corner room in the portapack for students to utilize and also within some of the kindergarten classes. The ASD ratio is changing. It used to be 1:240 students were diagnosed with ASD. We are now looking at numbers in the range of 1:64-1:70. We need a lot of resources and we are bringing the items that we have purchased directly into the classrooms and hoping that it will pay in dividends.

## **XI. SPENDING**

Cheryl Cader prefaced spending by explaining to our new and existing members that in the past, School Council has approved spending requests for buses for sporting/team events and events during which students are representing the school, i.e., swim team, glee club, etc. The reasoning is that if we approve buses for a Kindergarten trip, we open ourselves up to requests for busing from all of the grades and we do not necessarily have the funds to approve that many requests. It does not mean that we need to adhere to this guideline moving forward. If busing is not approved, the cost of the bus gets added into the cost of the trip.

RAZ-Kids: licenses for Grade 1 and ESL teachers

8 licenses for \$105 each for a total of \$840

Voting Results: 18 approved, 0 opposed, 0 abstained

Cross Country: Two buses at \$200 each for a total of \$400

Voting Results: 18 approved, 0 opposed, 0 abstained

Swim Team: One bus at \$200

18 – approved, 0 - abstained, 0 - denied

Theatre Aquarius & Pumpkin Patch Buses remanded for next meeting.

If you are unable to attend the meeting, you may send a proxy vote to Sammie Button.



## **XII. UPCOMING SCHOOL COUNCIL MEETING DATES:**

Meeting dates were discussed and it was decided that we would try the first Thursday of October and see how it works for the everyone. Further meeting dates to be discussed at that time.

**Next School Council Meeting: Thursday, October 3, 2019 at 6:30pm** in the School Library.

All are welcome!

*The Huntington Park School Council Meeting was called to order at 6:33pm on Thursday, September 19, 2019 adjourned at 8:05pm.*

*Minutes submitted by: Jennifer Lee*