

MINUTES

PRESENT:

Jelica Boskovic-Vlatkovic, *Co-Chair*
Josie Robertson, *Co-Chair*
Pauline Boulos, *Co-Chair*
Carolyn Reid, *Secretary*
Rhonda Moules, *Acting Principal*
Caitlin Evans, *Vice-Principal*
Karoline Hempseed, *Teacher*
Carly Schilthuis, *Teacher*

Angela Larson
Shannon-Leigh Chandler
Kim Baker
Windy Schilling
Anna Kozlowski
Sihem Boudjatin-Keramane
Ruby Brar
Carmen Morales

Song Bui
Nicole Sheehan
Danielle Randazzo
Jennifer Evans
Tricia Jacobs
Tricia Voisin

Meeting called to order by J. at 6:00 pm

- Minutes from the September 20th, 2018 Council meeting approved: S.L. Chandler, K. Baker, all in favour.

PREVIOUS BUSINESS :

HOT TEMPERATURES / AIR-CONDITIONING

- Discussion held at the September 20th Council meeting around hot temperatures in the school and classrooms during the Fall and Spring, and the health and safety issues that may arise.
- Air-Conditioning is a Board (Facilities Dept.) concern, and will be discussed in meeting with R. Moules, C. Evans and Superintendent Paul Denomme.
- A. Kozlowski is starting a petition, and will seek feedback before doing so.
- Chair Persons will send a letter to the Board (appropriate person/division to be decided) on behalf of Parent Council outlining concerns around hot temperatures in the school.

PRINCIPAL'S REPORT, R. Moules :

- Electronic sign now active at the front of the school; seeking suggestions for announcements.
- \$850 was raised for Terry Fox Foundation.
- Student Council is holding *Socktober*, seeking donations of socks and hygiene products; goal is to bring in 200 pairs of socks.
- Cross-Country had a huge turn-out, and the students were very well-behaved and supportive of each other. Thank you to volunteers.
- Upcoming class trips include: Dundas Valley Conservation Area (Jr. Science curriculum), Grade 1s to Dymment's Farm, grade 2s and 2/3s to International Learning Centre.
- Two successful fire drills have been held; all students now meet and line-up on the back field, no one lines-up in front of the school.
- Lockdown drill was a success; with Jeremy Dinny, Hamilton Police Community Officer.
- Gr. 6 EQAO math scores are concerning at 49% and will be addressed.
- EQAO reading scores were high in both grades 3 and 6.
- Progress Reports will be sent home on October 30th.
- Parent-Teacher interviews will be held on November 1st and 2nd.
- Grade 7 vaccinations will be administered at the school.
- R. Moules will research/poll teachers to see if there is a need to have food discretely available to students in-need.

FUNDRAISING PLAN

- This year's fundraising plan is due to the Superintendent on October 31st.
- The 2016 Regional Plan Audit indicates that any monies raised must be spent within the school year in which they were raised, so that the grade 8 students will benefit from the earnings.
- No fundraising activity should require excessive use of volunteers or money, and activities must benefit the students above all else.
- School Council currently has over \$11,000 in funds which can be spent on trip subsidies, graduation, technology, classroom enhancements, etc.
- The Board suggests Council spend that money on items discussed last Council year, including iPads and busses for class trips (incl. Dundas Valley Conservation Area). **See Adendum*
- Norwood's biggest fundraising activities are the Book Fairs, French Café, and Pita Pit lunch sales.

FOOD AS FUNDRAISING

- Must have Food Handlers License to prepare food at the school, including hot dogs, pancakes and popcorn.
- Discussion held around sourcing parent volunteers who currently hold the Food Handlers License, and Council paying for volunteers to obtain the license (\$12 per license for online training and exam).
- Discussion around scheduling school fundraiser lunches (Pizza, Lunch Lady) and Council fundraiser lunches (Pita Pit, Subway). These dates must be clearer to parents. The weekly schedule each month will be: Pizza-Pita-Pizza-Subway, with Lunch Lady served every second Friday.
- Though it brings in lower sales, Lunch Lady will be kept on as it allows for students with allergies to participate in school lunches, where other lunch programs aren't as safe.

NON-COMPLIANCE DAYS

- INCLUDE: Halloween, Holiday Lunch, day before Holidays break, Valentine's Day, Carnival, day before March Break, Easter, French Café, Staff Appreciation Day

TEASURER'S REPORT, P. Boulos:

See attached Financial Report for account balance and details.

- No monies have been generated to-date this school year.
- Discrepancies around the September Financial Report have been resolved.
- P. Boulos requested that Financial Reports be provided to her prior to each Council meeting.

NEW BUSINESS, J. Boskovic-Vlatkovic:

- Discussion around Chair Persons' reasons for chairing Council: to channel all people and events, and to build sub-committees.
- Suggestion made that anyone interested in chairing School Council next year could shadow the Co-Chairs this year.
- Chair Persons will be attending a seminar on School Council start-up, where they will be educated on safe school environments, the new cannabis legislation, etc.
- Prepared Council meeting minutes will be submitted to the Chair Persons within one week after each Council meeting. Minutes will be reviewed by Chair Persons then submitted to R. Moules for approval, then sent to all Council members within 10 days.
- The School Council email address has been set up for the 2018/19 school year: norwoodparksc@hwdsb.on.ca

BOOK FAIR, J. Robertson

- Scholastic Book Fair will be held at Norwood on October 31st, November 1st and 2nd.
- Volunteer sign-up sheet passed around.
- Students will now be able to purchase books during class preview tours.
- Discussion held around ways to encourage students and families to purchase books; incentive such as class reward?

FUNDRAISING ACTIVITIES

- Discussion held around holding activities (primarily the Café itself) during the day, as well as in the evening.
- Bring in volunteers from FrancoFest to run activities during French Café?
- Board policy states that if an event takes place at school during school hours, ALL students may attend; school/Board funding is in place to assist students who might not otherwise attend due to financial difficulties.
- Discussion around Holiday Lunch began; tabled until the November Council meeting.
- Council will continue to organize Pita Pit and Subway lunches; see Principal's Report for scheduling.
- Discussion held around the possibility of holding a Carnival day for students: February 15, 2019. Bring in community reps. from the Hamilton Bulldogs? Must include activities to engage the older kids as well as the younger ones. Further discussion to be held at the November Council meeting.

MOVIE NIGHT on November 15th

- Begins at 5:30pm
- Takes place after 6pm therefore requires a school rental.
- Teachers are not in charge, students must be accompanied by an adult.

ACTION ITEMS:

- Council funds to be spent ASAP per Regional Plan Audit guidelines.
- P. Boulos to receive Financial Report prior to each Council meeting.
- Council Chair Persons to send letter to the Board (appropriate person/division to be decided) on behalf of Parent Council outlining concerns around hot temperatures in the school.
- R. Moules to research/poll teachers to see if having food discretely available should be reintroduced.

NOVEMBER COUNCIL MEETING

- Holiday Lunch to be discussed
- Carnival to be discussed

- Follow-up on Food Handlers Licensing
- Form subcommittees for French Café and Carnival

Meeting adjourned at 7:15 by J. Boskovic-Vlatkovic

**The next Norwood Park School Council Meeting
will be held at 6:30pm on Tuesday, November 20th, in the Norwood Park Music Room**

ADENDUM

Attention brought to the Chair Persons:

The 2018 French Café fundraising letter indicated that funds raised would be spent toward Norwood Park's literacy programs and music programs. This must be fulfilled, and therefore the purchasing of iPads should not be the primary spend goal of the money raised by the 2018 French Café. NO funds may be spent without first holding a vote with School Council members.