

CAPTAIN R. WILSON COUNCIL MINUTES

Captain R. Wilson Public School Council Meeting

Monday, October 3, 2016

The meeting was called to order by Susan Murphy at 6:30pm.

In Attendance:

Council Representation: Kathy Fournier (Principal), Chris Row (Vice Principal), Susan Murphy (Chair), Claudia Misera McClay (Secretary/Treasurer), Andrea Bays (Fundraising/Event Coordinator), Mandip Bains (Communications Coordinator), Bahy Safaa (PIC Representative), Michelle Edwards-Boldt (Parent Rep-Intermediate Grades), Ilia Fischer (Parent Rep-Primary Grades)

Members at Large: Stephanie Clark, Jen Cunningham, Maha Salem, Kevin Bassett, Tatania Nikolaeva, Clara Pina, April Brown

Approval of Agenda: Agenda was approved by Michelle and Claudia.

Final Report for 2015-2016 Council: Stephanie Clark presented the summary, highlighting that the previous year presented a refocus, with a shift to more community and school involvement, less fundraising, and the New Comers Tea remained an integral event for the CRW community. Ms. Cino is kindly continuing to be a key organizer for the event and parents are encouraged to look for pending communication on upcoming dates. Funds raised by council last year supported the school's FDK play-area construction, and some smaller technology and music equipment upgrades.

Principal's Report

Current Enrolment: 702 students – vs. 640 last year; 62 staff, 29 classes.

Activities – September 19 Principal's Council Meet 'n' Greet – September 27th Grade 7 Muskoka Field Trip Info Night – September 30th Cross Country Meet for Grade 3-8 students – October 4 Pirate's Picnic 5-7pm, classroom tours, food drive kick-off – October 5th Walk to School Day – October 7th PA Day - October 13 Newcomer Club (meet in library 8:30am) – October 19th Grade 8 Field Trip Info Night (Quebec City) – October 21 – Picture Day

Teams and Clubs forming: Volleyball team, Flag Football, Alliance Club (social justice), Concert Band (Grade 7, 8 only), Wee Walkers (aiding Kiss 'n' Ride transfers), Leadership (Grade 7, 8 only), French Club, Lego Club and possible Beyblade Club, and more.

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Celebration: EQAO results are in for 2016. CRW scored above the Halton District School Board and Provincial results in grade 3 and 6 Reading, Writing and Mathematics. Comparison to 2015 is not available as 2015 EQAO was canceled that year by the Ministry of Education.

Cashless School: To ensure teachers are spending more time with the children, and less time sorting / tallying orders and collecting cash, CRW will be asking all parents to switch to Cashless this year for ease of tallying orders and simplifying payment collection. It is understood that this will mean some weeks lost for pizza and milk fundraising orders but the Pirate Night October 4th is the earliest opportunity to have a representative on site to help parents get set up on the on-line system if they need help.

Security Cameras: As part of CRW's Safe School initiatives, security cameras are notably at the front door as well as 5 additional cameras on both floors of the school, for a total of 6 cameras in the school.

Call for Volunteers: The success of school programs, field trips and community events is largely dependent on parents and student volunteering their time. Parents that wish to volunteer in the school classroom, or on field trips, where they will interact directly with children, must submit a Criminal Background Check (with vulnerable screening; available through Halton Police). If you have previously volunteered, HDSB now requires you also complete an Annual Offence Declaration Form for Volunteers on an annual basis. Please stop by the office to complete the form. If volunteering at general community events, or in support of council, the police check is not required.

Wish List – Once the school has determined priorities and the budget for the new school year, Mrs. Fournier will present the school's wish list for the coming year. In recent years, there have been targeted larger projects such as playground painting, a new Chromebook Cart (student IT tools), a facelift for the creative playground. This year's purchases will support the School Improvement Plan for Student Achievement (SIPSA) and specific fundraising initiatives will be tabled to the November School Council Meeting. Parents' suggestions acknowledged by the Vice Principal for Team Athletic Wear for Sport Teams, large shade tents with school logo and water stations for events in order to create more school spirit, presence and comfort at board athletic events.

Actions: K. Fournier – table general school improvement plan/wish list
S. Clark – transfer fund closing balance budget to new council

Report from the Chair

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Finance: The final council account balance after the final payment to the Kindergarten Playground, will be shared by former Chair with the new Chair before the next meeting.

Upcoming Activities: October 4 Pirate Night – call for 2 volunteers to host the school council table to answer questions and offer a sign-up sheet / recruit volunteers; sign-up sheet will list various upcoming activities

Council Business: The CRW School Constitution is to be sent to council members for review. Any concerns, are to be raised by next meeting as council needs to approve the constitution.

Fundraising: Chaired by Andrea Bays, there is always room for more input and volunteer time. As with all new ideas, please ensure the idea is supported with an action plan that is executable. The biggest limitation for new events has historically been volunteer involvement to execute the ideas. Some tabled items:

Marketplace – Lead: Andrea Bays - Saturday (if approved) November 19, 1-4pm community event – vendors pay to rent tables to set-up on. We will need volunteers for set-up, tear down, silent auction table, draw at end of the night. 50 tables are on order through the HDSB, flyers for paper handout to all students, email communication and social media poster, rent roadside sign or create billboard (possible graphic design support through member at large K. Bassett).

Motion – Andrea; Second – Michelle; In Favour – 6 votes

Action – communications requires USB key from previous Communications Chair for brochure template continuation / newsletter communication of event dates.

Chapters Indigo Night: – Lead: Susan Murphy. November 28th. Time tbc. Volunteers are needed. Parents can shop for themselves with 10% of the proceeds coming back to support the school library. Mr. Flynn (Librarian) will also have a library wish list – the wish list items can be purchased for the school that evening. Starbucks can possibly offer free coffee/tea.

Motion – Susan; Second – Andrea; In Favour – 6 votes

Pita Pit Lunch Orders – Lead: Susan Murphy. The lunch orders were previously run by the school but require a lot of office and teacher support. Last year also saw some disruption in services, requiring some more coordination of orders with the franchise. To ensure smooth operations, the school is requesting that parents volunteer to handle orders/collections/communicate with Pita Pit, and once a week on Thursdays, to take delivery of the Pita Pit orders at school and distribute

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them into bags and bins for pick up by the class representatives. Ideally orders are handled through Cashless schools to eliminate the need to have 2 people handle money collections. New, closer location this year may lead to better service.

Motion – Andrea; Second – Susan; In Favour – 6 votes

Terra Cotta Cookies – Lead – Stephanie Clark – Discussed pre-Christmas orders of the peanut free facility frozen cookie dough, to support the festive cookie making season – need to secure date with supplier asap for pre-Christmas delivery – consider if we have too many events before Christmas. This event will also require some volunteers / student leadership team to help match boxes to orders for pick up after school (last year 3- 5pm – a challenge for some working parents, but requires quick turnover back to freezer storage).

Motion – none at this time, pending supplier timing confirmation and council resource review

Movie Nights – Lead Kathy Fournier - \$700 annual license to be able to show movies to be covered by the school as this covers other media used in classrooms. Movie nights are for building community, less of a money maker. Kids often come in pajamas with pillows and blankets for viewing in comfort on the gym floor. Volunteers in the past sold snacks and beverages (Costco run needed); also took pre-orders for pizza, chip, juice combo's. All kids must be accompanied by adults. Volunteer's needed. Movie selection needed.

Motion – none at this time, pending timing confirmation for Spring, volunteers and movie availability.

PIC Update – The HDSB PIC (Parent Involvement Commitment) meeting is Saturday October 15th in Milton, offering free child minding, refreshments. Guest Speakers and workshops have an empathy and resilience theme. Email reminder will go out for registration and shuttle details. PIC representative are encouraged to attend.

The meeting was adjourned at 7:45pm.

The next meeting will be Monday, November 7th, 2016at 6:30pm