

Meeting #1 -- Minutes

October 2, 2019

6:30pm

Castlebar Junior School

Next meeting: November 6th, 2019

Attendees	Name	Role	
School reps	Colleen Bellehumeur	Principal	
	Maria Siddiqui-Malik	Teacher (Grade 1)	
SAC executive	Micah Rodrigues	Co-chair	
	George Baiden	Co-chair	
		Treasurer	
	Dorothy Milne	Secretary	
Parent reps	Stacey Bowman	Christina Chang	Betsy Orlowski
	Jennifer Pikk	Kim Barker	Crystal MacKay
	Nicole Tam	Catherine Farrell	Howard Ahn
	Lisa Anketell	Nadia Douglas	Sarah Olinski
	Lindsay Young	Samuel Marshall	Lisa Greaves
	Kim Huynh Law	Pierclaudio Renini	Emine Kosar
	Nicole Tam	Mike Dickoff	Tania Goecke
	Gordon Greave	Kern Lewin	Nadia Mall
	Andy Pabari	Reena Sirohi	Emi Shiozaki
	Monica Jurkovic		
Other attendees	Saki Yoshida	Nigar Davulcu	

1. Introduction

- Ms. Bellehumeur welcomed those in attendance
- Attendees introduced themselves

2. Role of parent council

- Ms. Bellehumeur provided an overview of the role and objectives of the council

3. Executive council and voting

- Ms. Bellehumeur provided a brief overview of the roles available on the parent council:
 - Executive members: chairs/co-chairs, treasurer/co-treasurers, secretary
 - Parent reps (voting members)
 - Other attendees

- Co-chairs appointed: Micah Rodrigues and George Baiden
- Treasurer appointed: see update below
***Update Oct 3:** Parent appointed for role of treasurer is an employee of the TDSB, and is unable to assume the role of treasurer*
- Secretary appointed: Dorothy Milne

4. Principal's report

- Busy September, staff has been working hard to ensure a safe, equitable, and caring environment. Grade 1/2/3 teachers commended for lunchtime supervision of students in classrooms prior to the Gym being finished
- **Reorganization of students** and classes in first few weeks to maintain board-wide average of 20 students per class (only one class permitted with greater than 20 students). **Additional ECE** allocated. **Part-time ESL teacher** allocated to school, in process of hiring (start date: Oct 15th, 2019)
- **Meet the Teacher / Curriculum Night** (Sept 18) was a big success
- **Kindergarten wing** is scheduled to open October 15th (dependent on no further construction delays or job action-related delays)
- As of September 30th, **gymnasium and junior playground** are open
- First **Pizza Lunch** (Sept 24 - organized by parent) was a success, raised \$450; Panago Pizza was ordered and well-received by students
- **Terry Fox Run** (Sept 26) was a success; small scale event this year because it was Castlebar's first year participating and the gym was not available yet; school community raised over \$700 (goal was \$350)
- **CCAT-7 testing** (paper-pencil group test) with grade 3 students is underway. All TDSB students will undergo this testing, results shared with school staff and parents. Students meeting criteria on tests will be brought forward for discussion and may be eligible for gifted exceptionality testing
- **Cross country meet** (Oct 2) for participating grades 1-3 students was a success. Thank you to teachers (Ms. Hibbert, Ms. Siddiqui-Malik, Ms. Fung) for coaching. Several students in grade 3 moved on to next meet. Thank you to parents for providing tents.
- The first **Student recognition assembly** is scheduled for October 18th. Assemblies will happen each month and recognize two students in each class that have exemplified the character traits highlighted that month. Parents will receive a note from the teacher if their child is being recognized and will be invited to the assembly which will be at the beginning of the day and last 15-20 minutes.
- **Fall Fair** is scheduled for Oct 5. Thank you to teachers and parents who have volunteered to help out. Castlebar Student Advisory Council co-chairs to reach out to Norseman Student Advisory Council (once Castlebar council has been established) to discuss how fundraising funds from the Fall Fair will be split between the two schools
- **Construction update:**
 - Kindergarten playground is scheduled to open on October 15th
 - Windows on Chartwell side of the school to be replaced (window

replacement is complicated, don't be worried about how it looks during the replacement period!)

- Once Kindergarten students have moved over to new classrooms, the classes on the Chartwell side of the school will take turns moving out of their classrooms (for about three days each) while windows are replaced in their classrooms. The temporary classroom will be Room 7, classes will cycle through.
- Roller blinds and curtains to be installed soon
- **Upcoming dates:**
 - October 8th, 5:30pm-6:30pm: Grade 1/2 Literacy Night – reading strategies parents can use with early readers
 - October 28-November 1st: Halloween For Hunger – info to come
 - October 31st: Halloween parade – info to come

5. Fall Fair

- See “Principal’s report” above

6. Norseman donation and Payments (\$5000)

- Last spring, Norseman JMS gifted Castlebar \$5000. The money was spent on:
 - A reading take-home program (over 2000 books, \$2500)
 - Math manipulatives (\$2300)
- Ms. Honour used money from the Book Fair to purchase books for each classroom’s library
- Paid for Castlebar’s first lice check
- Additional \$5000 for Castlebar SAC to decide how to use; an example budget will be distributed for review prior to the next meeting (Nov 6) and the allocation of the remaining funds will be tabled until the next meeting

7. Teacher allocation of funds (\$200 per teacher)

- See “New business” below

8. Fundraising

- Tabled for next meeting (Nov 6)

9. Committees

- Tabled for next meeting (Nov 6)

10. Cash-on-line

- System recommended by TDSB for tracking cash payments
- Council to implement for fundraising and Pizza Lunch, in collaboration with Ms. Bedwell

11. Pizza

- See “**New business**” below

12. By-laws

- Council to look at other schools’ by-laws and will create series of council by-laws
- An example set of by-laws will be distributed for editing and personalizing; tabled until next meeting

13. New business

- **SAC meeting times**
 - SAC voting members approved holding monthly meetings
 - Next meeting date set for November 6th, 6:30pm
 - Survey to be sent out to voting members to decide on regular meeting time; those voting members unable to attend meetings on the majority-rules-decided-dates will be given the opportunity to vote in absentia (for example, by email)
- **SAC babysitting**
 - SAC voting members approved funding for babysitting at all SAC meetings for the 2019/2020 school year
- **Teacher allocation of funds**
 - SAC voting members approved \$100 be allocated per teacher for discretionary spending on items that will provide immediate benefit to the class (for example, craft materials); \$100 be allocated at a later date; teachers will submit receipts to Council for reimbursement
- **Pizza day**
 - SAC voting members approved bi-weekly pizza days (15 for the year)
 - Nicole Tam and Lisa Greaves to lead Pizza Day Committee
 - SAC voting members approved Panago as vendor, and agreed on charging \$3 per slice, \$1 for each extra slice (no drinks)
 - Parents will pay for pizza days up front, every three months
- **Fresh from the farm**
 - Nicole Tam presented possibility of Fresh from the Farm as another fundraising initiative
 - SAC voting members opted to research whether there would be interest in school community because the deadline was very soon; will consider for next year
- **Lice check**
 - Co-chairs to investigate providers and report back at next meeting (Nov 6)

