

Meeting Minutes – Monday, December 5, 2016

John Wanless Junior Public School Parent Council Meeting – JWPS Library @ 7pm

Attendees:

Sara Kussner	Sheila Merer	Peter Magnus
Deidre Deacon	Claudia Webb	Claire Rankine
Jeffrey Roberts	Sandra Larosa	Elaine Rapos
Jennifer Bidwell	Peter Boross-Harmer	Diang Lu
Joy Futurman	Ray Fischer	Katherine Stuart
Liz Phipps	Lesley Logan	
Jana Ball	Madeleine Loewenberg	

Agenda Item	Notes	Decisions/Changes/Action Items
<p>Lesley Logan - Meeting Intro and review of JWPC Parent Council Positions for 2016-17</p>	<p>Highlights: There has been a review of the structure of council, overall there will be 11 voting positions with some changes: – Lesley reviewed positions as set out in new structure document (please see JWPC Outline and Structure_Dec2016.pdf posted in JWPC folder along with these minutes) Education Advocacy: – This used to be a voting role on council, it was in past combined with Curriculum Support and collapsed into 1 voting seat. Primary mandate is to review and discuss class sizes, educational issues concerning the school, etc. – The expectation is that EA role attended PIAC meetings, was seen as a liaison between the school and the TDSB relevant offices (in past) – Recommendation is to reinstate this seat on council, previously the seat was eliminated due to the evolution of voting seats/committees and a concern that there would be even # of seats (which was believed to be against policy, however according to council regulations, the rules outline it is fine to have even number of voting seats, that if a motion reached a tie in a vote that the motion would fail). – Ray Fischer will lead an Educational Advocacy committee – Other changes this year: Communications Rep will be Liz Phipps, Diang Lu Treasurer, Lesley Logan Chair, Madeleine L. Vice-Chair, Fundraising Nicole Miles/Claire Rankine, School Support Jana Ball/Sheila Merer – That child care rep be moved into voting member on council as the JWCC is a critical partner of the JWPS community – That a non-voting role for a community rep be created and a past parent volunteer from JWPC Jeff Roberts volunteered – That the practice of having an Executive Committee (formerly stood as part of JWPC in order to collaborate on such items as budget, consultation with administration before JWPC meetings, etc. be discontinued in favour of having increased transparency and openness across council broadly</p>	<p><i>Minutes were reviewed, new council structure reviewed. Lesley Logan moved to approve, Elaine R. seconded, unanimously passed.</i></p> <p><i>Motion to reinstate Education Advocacy as a voting seat on JWPC and establish committee: Lesley Logan, Jana Ball seconded, unanimously passed.</i></p>
<p>Liz Phipps - Website/Communications update</p>	<p>-It was determined as a follow-up from the last JWPC meeting, that working with Jeff Roberts, a review of the JWPC website, considering and reviewing other school sites, making some progress on the structure and wish list for the JWPC website –</p>	<p>Teacher Appreciation Lunch Baking needed/buy and bring sweets</p>

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	<p>the redesign will be performed, bringing the area up to date/overhauled fairly quickly.</p> <p>-Q: request from parent to add expiring content capability to the site, Jeff elaborated that his part will be to redesign and then updates will be made by various groups and (Alex G.) moving forward. A content plan will follow the redesign.</p> <p>-Please use Liz Phipps as central POC for web requests, content updates, mail chimp email send-outs, try to use graphics where possible in emails as they perform well above others without as relates to open rate, and try to plan ahead with requests for communications so that requests will be accommodated in a timely fashion.</p>	Jana
Deidre Deacon – Phys Ed Committee Update	<p>-Hockey Day for grades 5/6 will be held on Feb-1st. Volunteers will be needed, request will be forthcoming</p> <p>-Grade 3 outdoor skating trip is planned for Feb-10</p> <p>-Call for house shirts from kids who are outgrowing their shirts, kids can bring in the old shirts for younger kids to use</p> <p>-Form will come home for new house shirts, they have been ordered for spirit assembly</p> <p>-Ski Valley annual ski trip for grades 4-6 will be held on Mar-6th volunteers will be needed</p>	
L. Logan – New Committees call for volunteers	<ul style="list-style-type: none"> – A JWPC by-law committee is desired, a parent who had experience with Condo board attended a previous meeting if any parent knows him or has similar experience and interest in this committee, please reach out to a council member or let our administration know – We will advertise the roles on council on an annual basis moving forward and strike an Elections committee annually as well – Playground committee has begun (Sara Kussner and Sarah Hunter) in order to assess and plan for an outdoor, natural playground for our kindergarten students in the area on the south side of the school (Brookdale) that is currently paved and relatively unused today. For info on natural playgrounds please see: Naturalplaygrounds.ca – FDK curriculum supports the notion as it promotes free play as opposed to guided play 	
Claire Rankine - Fundraising	<ul style="list-style-type: none"> – Tax receipts: in the context of direct donation, we are exploring options and feasibility of our eligibility here – Spirit Wear: T-shirts are on order, we plan to make them available for sale online – Wanless Concierge: Farm to Fresh service for produce, Purdy's chocolates, etc. to provide families in the JWPS community (coming soon) – Q: outcome of the additional pizza lunch email? To be discussed later in this agenda – Q: Neighbourhood discount cards and local retailers who offer discounts have proven to be a successful sort of indirect mechanism to raise money for the school – A: Nicole indicated a list of these is being collated and then communication will be sent out <p>After 4/Lunch Programming – Katherine Stuart</p> <ul style="list-style-type: none"> – Registration will be held on Dec-7th this season for Winter session – Parents commented that lineup looks great and congratulated the team on the After4/Lunch offering 	
Joy Futurman - Curriculum Support	<ul style="list-style-type: none"> – PRO grant money was received, an organizing/steering committee was struck, dates for meetings were set to 	

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	<p>discuss Math and Resiliency, 21st Century and Health and Wellness, guest speakers were solicited and signed. Peter is leading Math part focus on breaking down barriers around how school/admin body is operating and to build trust with parents and admin, teachers, TDSB, etc.</p> <ul style="list-style-type: none"> - Paul Davis speaker event was a great success, have decided to share the event, cost, etc. with Bedford Park PS for next year - Other events, tentatively Jan13th, 2017 Joy will be holding a lunch n' learn, topic is on social media with a recap of Paul Davis (for those who didn't attend or who wish to continue the dialogue) - Digital cameras are needed if parents can donate any old digital camera they may have not in use at home would be greatly appreciated 	
Diang Lu - Treasurer	<ul style="list-style-type: none"> - Spend on track to date, budget in line with spend, no unexpected items to report 	
Lesley Logan and Madeleine Loewenberg - Parent Survey	<ul style="list-style-type: none"> - We had 199 responses to the survey, report was shared with summary of response - In general, parents have no idea what council does, had questions about direct donation, extra-curricular sports, etc. - 91% of respondents asked for a suggestion box/virtual opportunity to provide input - There was a desire to learn more about what clubs are offered? At lunch? Otherwise? - Sandra indicated she is pulling together a list of clubs to publish to help raise awareness - After 4 programming great, a parent asked for team typing, Spanish, money sense, school dances - Survey has been used in the past to establish priorities for budget spending by Council - Q: is there a possibility to have parents participate in future by calling in to council meetings? perhaps not participating but listening to start? Could type in questions? A: we would definitely consider and will look into this for future 	
Administration update	<ul style="list-style-type: none"> - Sandra provided staffing update: Ms. Chau returning to grade 6 in the month of December, Mr. Singh returning as well to grade 2 class, Ms. Maharaj extended her leave to February so that Ms. Kusnir will remain in her gr. 4 class in the meantime - Learning Coach is now in place for learning centre 1 will support the school with our school's needs - TDSB Learning Centres were supposed to improve the former N/S/W/E quadrants in order to support the school, Peter is commenting that the shift has not improved things, in fact it feels the capability for getting access to the resources needed has been eroded since this change took effect - Solar project: the team met deadline of Dec-1, scaffolding down and the project didn't seem very disruptive - Outdoor playground Slides were purchased and are in a box, should be installed by the winter break, Peter unsure why it has taken 2 years to get this done. - Special events update: Music/Choir performances are Primary on Dec 13th, Junior on Dec 14th <p>-Concert etiquette was discussed in general parents will be reminded to stay for the duration of the performances</p>	

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	<p>-Q: permission for videotaping? So that parents don't all rush the front to tape their kids? A: a possible solution could be that council or the school provides a video recording service and then publish and provide password on a secure site, having said that issues of privacy/ consent to videotaping, etc. arose and would need to be sorted for future consideration</p> <p>-Sports: Table tennis tables are on the way, a table tennis club will be up and running soon!</p> <p>-Toronto Police Services officer coming to visit grade 1s soon, visited higher level grades recently to talk about conduct, safety, etc.</p> <p>-Sandra and Peter are continuing to work with staff on students who may not be learning, need additional help, health and wellness committee assembled, dedicating time at each staff meeting to review mental health and wellness and the impact it has on learning, etc. (Admin report attached as Appendix A)</p> <p>-Peter and Sandra complimented the staff who are embracing the change around math focus, educational change</p> <p>-new Superintendent, our 3rd in the last 4 years, visited the school</p> <p>-reminder that math corner, links sent to kids, the more the better, prizes lined up for kids</p> <p>Q: request to include Kindergarten in these moving forward</p>	
Jeff Roberts – Community Rep	<p>-TVO would like to make the new TVO Kids website available at JWPS for review as it is being relaunched.</p> <p>- for math enrichment, Mpower Math, a program for kids has been created, the ministry asked TVO to develop a game for kids K-6, gr 3-6 is in pilot right now looking forward to sharing info on this in future as well</p>	
Adjournment	8:45 pm	
Next meeting	January 30th, 7pm	

Appendix A – Administration Report

Admin Update for SAC Mtg to be held Monday Dec 5th, 2016

Staffing Update:

We are happy to let you know that Ms. Chau will return to her teaching duties next Monday (Dec 12th). We are still uncertain as to the return date of Mr. Singh (2D- Wayne) and Ms. Maharaj (4C- Kusnir) has extended her leave until mid-February. Our enrollment has remained steady with no major fluctuation.

System Update:

As an administrative team, we had very little opportunity to meet as a group since our last SAC Mtg. We have had a number of visits from our Superintendent and we are also meeting with our Learning Coach on December 12th to plan our next steps in terms of our School improvement and in-house professional development. Working in close association with our various stakeholders, we are currently planning to address some needs around the school with frequent incorporation of genuine descriptive feedback for our students (regarding how they can improve their efforts) as well as in ensuring that our students' voice is well represented in all of our classrooms. It is our hope that with strong support from our

Educational Advocacy Committee, we will be able to build on our existing practices and modify our delivery in a way to even better suit our students' needs.

Facilities Update:

Roofing/Solar:

The work on our roof is essentially complete. We have not had a handover meeting yet but will likely have it with all stakeholders in the next few weeks. As soon as this meeting has taken place, the scaffolding will be removed.

Playground Slides:

We received fantastic news about a week ago regarding our steps and slides. All items have been received by TDSB and we anticipate that installation will likely take place in about three weeks' time!

Special Events Update:

With the Holiday Concerts quickly approaching, there are a few requests we would like to make in advance to ensure that the events run smoothly and that all of our performers are honoured and appreciated for all the work they have invested into their preparation. We would very much appreciate it, if all of you would be kind enough to stay for the entire performance. We also would like to ask that you not 'reserve' seats for the 8 other people accompanying you. Seats will be taken up on a first come basis. We are hopeful as well that in order to avoid the need to have everyone record the performances, we could arrange for one staff member/ a SAC representative to carry out this task and share the link with interested parties. Details regarding this will be worked out with Ms. Willingham. Should you need to step outside of the gym to make a call, please be kind enough to do so well away from the gym entrance so that there is no excess noise disturbing our audience/performers. Last but not least, please be kind enough not to bring any drinks/snacks into the gymnasium with you. We thank you in advance for all of your support!

Other News/Upcoming Dates:

- Dec 6th- Grade 5 Girls' basketball team hosting all day
- Dec 7th- Grade 5/6 boys' Volleyball Teams hosting all day
- Dec. 8th- SAC Staff Appreciation Luncheon
- Dec. 9th- Junior Choir performing @ Royal York Hotel
- Dec 12th- Pizza Lunch
- Dec. 12th- Photo Orders DUE to Edge Imaging in order to receive them before the holidays
- Dec 13th (for primary students @ 6 p.m.) + 14th (for junior students @ 7 p.m.)-HOLIDAY CONCERTS
- Dec 19th- Door Decorating Contest Deadline
- Dec. 19th- Officer Spivak's visit with our Kindergarten classes- Community Safety
- Dec. 20th- Officer Spivak's visit with Grades 1-3 classes- Playground Safety
- Dec 20th- Childcare Holiday Show in the gym
- Dec 23rd- LAST Day for students; Holiday Assembly @ 9 a.m.
- Jan 9th- First day back for students. Happy New Year!
- Jan 13th & 14th- HOCKEY TEAM at UCC Tournament
- Jan 16th- PIZZA Lunch
- Jan 20th- PA Day

John Wanless School Improvement Plan

As we have indicated to you in the past, we wanted to share our goals for the coming year and beyond. Please take some time to read through the material and understand that this is a very fluid document which will likely see many edits/alterations as we make progress/ experience some challenges.

School Improvement Planning John Wanless JPS 2016-17 DRAFT

Shared Leadership-Enhanced Learning Culture- Improvement for all Students

EQUITY

Guiding Questions: Who is not learning? Whose voices are not included in decision-making? Whose interests are not being included in the big picture? What feedback is provided by our parents? Whose feedback is not considered and why?

- How can we retool our staffing model to best serve our neediest kids?
- How do we ensure that our neediest students DO NOT see themselves in that light?
- How do we ensure that we are not seen as the private school in the public system?
- How do we support the children we have as opposed to the children we want to have?

The ultimate goal for our school this year and beyond is to truly create a learning environment where ALL feel valued, challenged and heard. We want to focus on openness and the questioning of certain practices which have been seen as “traditional” and therefore untouchable. This has to start with how we treat our students, staff and parents. We need to regain the trust of all those who have been marginalized in the past and we need to inform all of them about the multitude of opportunities which are available to them.

STUDENTS: To this effect we aim to reduce/eliminate ability grouping and organizational decisions related to how students are placed in classes will be reconsidered/retooled. Through our actions we will ensure that no child is placed in a situation/group where low expectations are perpetuated, instruction is watered down, few (if any) positive role models exist and where social interaction (considered to be by far the greatest determinant in how students learn) is limited. We want to eliminate any disadvantage due to lack of access/role models. We know that organizing students based on the perceptions of ability contributes to the disadvantage of already marginalized groups.

We need to show our students:

1. How we value and celebrate diversity
2. How we treat learning as a rational process
3. How we practice student-centered pedagogy
4. How our end goal is meaningful engagement and the promotion of mastery of skills
5. How we promote students’ sense of belonging
6. How we form partnerships with the community, parents and educators in order to set goals which benefit ALL.

STAFF: We need to cultivate an in-school culture where every staff member believes and acts like they were part of a shared accountability piece for EVERY student. We also need to create an environment where our staff are part of shared decision-making and their ideas and expertise are incorporated into what we create and deliver. The top-down approach of leadership is eliminated and trust and mutual respect govern our actions. Difficult yet essential conversations among our colleagues are taking place as we slowly alter practices which have marginalized some of them. All know that there is no favouritism and all are treated with respect and kindness.

PARENTS: The most frequent complaint expressed by our parents has to do with four areas:

1. They are not heard or listened to by the school.
2. They do not have any opportunities for meaningful partnerships with the school.
3. The voices of certain parents are heard exclusively thus marginalizing others.
4. They are not informed or simply have no way of figuring out what information is required.

Our plan to rectify all of these areas was put into effect well before the school year begun. We are reaching out to ALL of our parents and have met with a large number of different groups to address different concerns. We have made it very clear that we would like to partner with all of our families and eliminate the notion that some have better access to information than others. A number of committees have been formed in partnership with parents, school staff and community members and although the composition of each committee is different, we are intentionally ensuring that there is a great degree of overlap among the groups. We are educating our parents as to how to ask the right questions and how practices which lead to inequities can be eradicated.

GOAL: SYSTEMATICALLY ELIMINATE the OBSTACLES THAT STAND IN THE WAY OF OPPORTUNITY FOR OUR STUDENTS, STAFF AND PARENTS. Changing the overall mindset of members of our school community so

that all see us as accepting & embracing of all as well as ensuring that the voices, views and ideas of all are respected and included in our daily actions.

ACTION: Using the guiding questions listed above as well as the feedback we continue to receive from our stakeholders, build momentum slowly through frequent parent meetings, intentional interruptions in classrooms, staff focus sessions and conversations with students. Look at what we celebrate & how we celebrate it. Look at what groups or individuals have been ignored and marginalized and enable them! Examine the materials we use in the classrooms as well as the events we hold to eliminate bias from our practices. Examine our special events, parent meetings and how/when these are delivered. Change the format/timing if we determine that many members of our targeted audience cannot participate.

HOW WE MEASURE OUR SUCCESS: Invite regular feedback; conversations and surveys with students, staff and parents (we have already put out a parent survey). Monitor attendance at events to gauge our success in attracting a broader audience.

WELL-BEING

Guiding questions: What is the overall mood of the student body, staff and parent community? What is the root cause of stress, discontent & disengagement of our students & staff? What measures are missing from our practices to enhance the workplace environment and make this a happy environment? How do we develop optimism, self-confidence, resilience and a sense of belonging in all of our students, staff and parents? How do we create positive and safe spaces for all?

We are always told to ensure that we maintain a healthy balance in our lives. This is the mantra yet we seldom practice what we are told. In fact our society as a whole is guilty of this, thus placing tremendous pressure on all to perform, to be on point and to maintain the course, whatever that means. We need to realize that in order for us to cultivate resiliency, optimism and self-confidence in our kids, we actually have to model these behaviours ourselves.

Well-being is a positive sense of self, spirit and belonging that we feel when our cognitive, emotional, social, and physical needs are being met. **Belonging** is feeling accepted, respected, included and supported by others at school (relationships).

GOAL: To transform our school culture so that mental health and well-being become an integral part of each staff's and student's school experience. In essence, create a working and learning environment which is seen as a happy place, an exciting place where all can thrive and feel a sense of belonging; a place where all (including adults) can build positive relationships and develop skills required to achieve emotional well-being (self-regulation) and "be" in an optimal state for learning/working.

ACTIONS: Through our Mental Health Team (staff, parents, administration), we'll first start by developing staff awareness and understanding (foundational knowledge) of mindfulness. This will be a focus throughout the year, building staff comfort and expertise through ongoing experiential learning exercises. Every staff meeting will have this focus embedded. If well-being is a priority, then what we say and do throughout the day as adults, should translate to mindful practices with our students. Developing this "new way of being" will take

intentionality and time. Introducing and experiencing meditation and its impact on brain function will be the first step to deepening staff awareness and to providing the hook for future learning.

HOW IT IS MEASURED:

- Increased participation of staff and parents/community members as partners in our school's Mental Health and Wellness Committee. An understanding that authentic consultation and collaboration with staff, community and families is necessary to foster well-being in students.
- Committee members share expertise and support colleagues through activities, special health and wellness presentations (i.e. Health Sciences, Mables Fables), provide resources, conduct action-research and share, self-regulation strategies (kindergarten team), and help create positive spaces within the school.
- Staff's comfort level with mindful activities increases and there is an intrinsic motivation to learn and practice (environment and learning conditions improve); evidence of learning conditions for staff and students support the four domains of well-being: physical, cognitive, emotional and social.
- Feedback from staff, students and parents reflect a sense of belonging (importance of equity and diversity) and happiness; school as a positive place to learn and grow; students feel they are surrounded by trusting, caring adults. Both positive relationships and a sense of belonging are foundational to student achievement and engagement, so we will monitor impact on these two outcomes by engaging in daily classroom learning walks.
- Use of a tiered approach is readily applied to help meet students' mental health needs:
 - i. Supportive, respectful and positive environment for all in the school and classrooms-shared responsibility by all
 - ii. Prevention/proactive programming for students at risk
 - iii. Intervention including outside referrals, for students/families in distress
- Student/ staff/ parent voice is heard and valued, as are leadership opportunities- Are our practices inclusive? Do students see and identify themselves within school and class practices and daily learning?
- Gather student and school data such as: attitude surveys, school climate surveys, achievement, attendance, suspension data.

ACHIEVEMENT

Guiding Questions: By far and large, most of our students come to school well prepared. Their parents are engaged in getting them ready for life and they have the foundational pieces in place to be successful in the global community. In light of all this we really need to add value to the already existing foundational piece. If our students are truly going to be globally competitive, we need to provide our kids with legitimate and meaningful instruction which they could use later in life. What do we need to really improve on? Where are we really struggling? In which areas are we not seen as adding value?

GOAL: Enhance the quality of mathematics instruction school wide resulting in the establishment of a strong math culture and affinity toward mathematics on the part of both educators and students. The following inquiry question will guide our actions:

If we get away from the worksheet/drill-type format of mathematics instruction and make it truly problem-based, our students will become more engaged, come to enjoy the subject and become more proficient in not only their computational skills but also in how they reason through the problem, explain their thinking and rationalise the solutions offered.

ACTIONS: Guided math used in all classrooms. The incorporation of math games on a broad basis throughout the school. Participation of all students from Grades 3-6 in mathematics competitions. Participation of a broad range of staff members (not just math leads) in in-house PD provided by administration as well as guest presenters. Math-based monthly competitions as well as the establishment of a "Math Corner" in our weekly

newsletters where families can submit solutions to posed questions. More frequent use of three-part lessons throughout each classroom. Chess used school-wide for all students. EMPOWER READING used for our primary students who are struggling readers so that they may gain the proficiency to be able to read math as well!

HOW IT IS MEASURED:

- Significant improvement in math scores both at the Grade 3 as well as at the Grade 6 level.
- Better alignment between report card marks and math contest scores.
- Feedback from our students and their parents that they are struggling through the math because it is more challenging but at the same time they are also enjoying it more!
- Feedback from our staff expressing far more enjoyment when teaching mathematics as opposed to seeing it as one of their greatest challenges.
- More frequent conversations about math occurring throughout the school.
- We would have fewer conversations with parents about the need to find math tutors for their children.
- Increased use of math manipulatives and appropriate math apps in each classroom.
- Student thinking is visible in the work and activities happening in the classroom and homework assigned encourages students to problem solve, think creatively and critically, therefore, fostering application of higher order thinking skills.
- Feedback from students, teachers and parents, promotes an appreciation of mathematics and a growth mindset for learning new concepts or solving new challenges

Increased number of volunteers who would want to share their best math practices/rich learning or assessment tasks at Staff meetings/PD sessions.

Caring and Safe Schools Committee Update

Our next mtg. will take place on January 26th. Should you have any concerns regarding any aspect of student safety/wellness, please contact school administration so that we could add the matter to our next mtg. agenda! PC Shari Spivak is our school liaison officer from 32 Div., who will be supporting us with school goals and is scheduled for 2 visits- Dec. 19th & Dec. 20th for our primary and kindergarten classes dealing with the topics of Community Safety & Playground Safety. Some key points from our last committee meeting on Nov. 24th are as follows:

- Entry/Exit procedures are improving. Teachers continue to escort the class in their care in and out of the building and during transitions. Staff/ student leaders (Peace Makers) are positioned at stairwell landings to ensure line up is orderly, single file.
- Parents reminded to bring their child closer to bell times during inclement weather days
- Entry Procedures for INCLEMENT WEATHER as follows in the MORNING:
 - ✓ **Kindergarten** students meet in the large gym, seated by class
 - ✓ **Primary Gr. 1-3** students to report to the small gym by class
 - ✓ **Junior students** meet in the junior stairwell area
- Entry Procedures for INCLEMENT WEATHER for **LUNCH entry**:
 - ✓ **Kindergarten** students meet in the Fairlawn foyer
 - ✓ **Primary Gr. 1-3** students to report to the small gym by class
 - ✓ **Junior students** meet in the large gym by class

Health and Wellness Committee Update

- Committee providing tool(s) at each staff meeting that address mindfulness strategies/ class activities. Committee prepared a Google survey to gather more information from staff, which will help guide our future work and focus. Thank you to the many parents who have joined us on this committee.