

## School Council Meeting Minutes



**Date:** Oct 10, 2023

**Time:** 3:45-4:45 p.m.

**Location:** Hybrid Meeting

In attendance: Hanaa Dawood, Sharmil Khan, Bushra Shujaat, Iffat Fatima, Shirin Patel, Saman Syed

Meeting called to order	3:45 pm
<ul style="list-style-type: none"> <li>• Welcome</li> <li>• Attendance of participants/Introductions</li> <li>• Share meeting norms</li> </ul> <p><i>No members signed on to Microsoft Teams</i></p>	3:45-3:50 pm
<p><b>Appointment of Parent Members</b></p> <ul style="list-style-type: none"> <li>• <i>Parent Members - appointment of Parent Members</i></li> <li>• <i>Acclamation of Executive positions:</i>  <i>Co-Chairs: Sharmil Khan and Bushra Shujaat</i>  <i>Secretary: Saman Syed</i>  <i>Treasurer: Iffat Fatima</i></li> </ul>	3:50-4:05 pm
<p><b>Administrators' Report</b></p> <ol style="list-style-type: none"> <li>1. <b>Reorganization Information/Updates</b> <ul style="list-style-type: none"> <li>- <i>new Grade 1/2 class created and 1 Kindergarten class was increased from 15 to a full class size with a new Early Childhood Educator</i></li> <li>- <i>These adjustments reduced the numbers our K-3 classes, including our Grade 3/4 class</i></li> </ul> </li> <li>2. <b>Online Presence/Updates (website/Twitter)</b> <ul style="list-style-type: none"> <li>- <i>School website has been updated; Google Calendar is now on our landing page with school wide dates</i></li> <li>- <i>New school Twitter (X) account has been set up. Will begin more postings to share information and will share new handle in school newsletter</i></li> </ul> </li> <li>3. <b>Whole School Communication</b> <ul style="list-style-type: none"> <li>- <i>School wide email will be the main form of communication with some paper copies every now and then.</i></li> <li>- <i>Calendars and newsletters will be posted on school website for easy reference</i></li> </ul> </li> <li>4. <b>Leadership/Co-curricular Opportunities</b> <ul style="list-style-type: none"> <li>- <i>Co-curricular: Cross Country, Grade 5/6 soccer</i></li> <li>- <i>Leadership: Grade 4/5 announcers, Grade 5/6 kindergarten Helpers and Snack Helpers</i></li> </ul> </li> </ol>	4:05-4:20 pm

<p><b>5. Snack Program</b></p> <ul style="list-style-type: none"> <li>- <i>Began a few weeks ago. Student helpers deliver snacks each morning. All students are welcome to participate if they have their form signed</i></li> </ul> <p><b>6. K-8 Assemblies</b></p> <ul style="list-style-type: none"> <li>- <i>In person, once per month, Character Traits and Heritage Months focus, as well as other school information</i></li> <li>- <i>October: Responsibility and Islamic and Somali Heritage month, hosted by Ms. Di Rito and Ms. Thamarajah's classes</i></li> </ul> <p><b>7. Progress Reports/Parent-Teacher Interviews</b></p> <ul style="list-style-type: none"> <li>- <i>Progress reports go home on November 14th</i></li> <li>- <i>Interviews November 16th (evening) and November 17 (morning)</i></li> </ul> <p><b>8. Picture Day</b></p> <ul style="list-style-type: none"> <li>- <i>October 26th, 2023 (individual photos, group photos will take place on picture retake day)</i></li> </ul>	
<p><b>School Council Updates</b></p> <p><b>1. School Council Account Balance: ___\$45.24___</b></p> <p><b>2. Future Plans/Other Business</b></p> <ul style="list-style-type: none"> <li>- <i>Early French Immersion Program - application dates</i></li> <li>- <i>Inquiry if we are having a Winter Concert</i></li> <li>- <i>Fundraising ideas shared:</i>  <i>Bake Sale with pre packaged foods</i>  <i>Pizza Slices</i>  <i>Trips - Possibly raise money for buses</i>  <i>Donations made through School Cash Online - Ms. Lane to ask Ms. Romeo about this, Council to check in with Ms. Romeo next week</i></li> </ul>	4:20-4:40 pm
<p><b>Future Plans</b> Set dates and times for future meetings</p> <p><i>Nov. 20th/23</i>  <i>Feb. 12th/24</i>  <i>Mar. 4th/24</i>  <i>Apr. 22nd/24</i>  <i>May 27th/24</i></p> <p><i>Google Meet is preferred for online meeting option.</i>  <i>5:00-6:00 p.m. meetings going forward</i></p> <p><i>Minutes to be submitted 2-3 days after the meeting</i></p> <p><i>Voting Members will update themselves by the next meeting on their roles by reviewing the School Council By-Laws located on the school website</i></p> <p><i>Once approved by School Council, meeting minutes will posted on the school website, School Council section</i></p>	4:40-4:45 pm
<p><b>Meeting Adjourned</b></p>	5:00 pm