

McKee Public School

School Advisory Council

Wed October 21, 2015

Meeting Minutes

Attendees:

Eman Khairallah
Yendre Shen
Nidhi Nahajan
Farveh Ghafouri
Afsaneh (Zahra) Shahsavar
Hengameh Vahabi
Jennifer Nguyen
Sara Biglari
Jeff Kwong
Charles Yang

Daniel Gogek
Ya Jie Li
Roozbeh Rashed
Vanessa Najera
Shehla Naushahi
Wendy Teo
Gary McGilvray
Jay Thacker
Mariza Soles
Jennifer Nguyen

Ibtisam Nayed
Weiyang Lin
John Troup
Sundeep Jain
Mithila Hogade
Jinah Kim Lee
Ceaser Oh
Adu Zhu

1. Call to order: 6:35 pm.

2. Principal's Report (Domenic Giorgi)

- **Work-to-Rule** – involves every staff in our school except the Principal and Vice Principal. Each employee group is following their respective union's direction and we will continue to ensure student safety.
- **School Reorganization** – on Friday, September 25 we completed our reorganization of the school by converting our 3/4 combined class to a Grade 4 class and converting our 1/2 into a Grade 2. We would like to thank our community for understanding and supporting these changes. A revised School Organization is available to you in hard copy (pass around).
- **Staff Change** – Mr. Shepherd was granted a transfer and has moved to another school. As a result, we welcome Ms. Paschalidis to Grade 3, while Ms. Fung moves to Special Education. Also Ms. Young has been promoted to Instructional Leader in Early Years. As a result we have hired Ms. Barbieri to take over Grade 1 for the year.
- **Enrollment** – currently at 768 students (5 above projected number of 763)
- **Communication** – very important for parent-teacher relationship. Newsletter is available to parents who provided email address. No hard copies will be sent home. Our website will also be a valuable resource to families as it also holds all SAC minutes. The design of a school website is up and running <http://schools.tdsb.on.ca/mckee/>
- **Fire Drills, Lockdown, and Evacuation Plans** – under the Ontario Fire Code, schools must perform 3 fire drills in the Fall and 3 fire drills in the Spring. We completed these requirements for the Fall. We generally evacuate the entire building in 3 minutes ... a pretty impressive feat! Schools must also hold 2 Lockdown/Hold-and-Secure drills during the school year. We had a Hold-and-Secure a couple of weeks ago. We also have an updated School Evacuation Plan in place if we ever needed to evacuate the building for any reason. Our evacuation sites are Mitchell Field and Earl Haig Secondary School.
- **Traffic Concerns** – we continue to experience difficulties during the morning and end of school day. We continue to communicate with our parents via newsletter suggesting alternatives.

- **Progress Report Cards** are scheduled to be sent home on November 9. With the current Work-To-Rule, teachers have indicated that they will not complete Progress Report Card. At this point we are awaiting further direction from the Board in regards to progress report cards.
- **School Statement of Need** is current and will be forwarded to our Superintendent as is unless there are suggestions. Copies were made available at last month's SAC meeting.
- **School Budgets** –Principals must share our school budgets with School Councils. The next few minutes will provide a brief overview of our school budgets. All schools have two budgets; 1) Board & 2) non-Board.

1) **Board Funds**

- allocation of \$123,052.00
- A breakdown of our allocation: 30% is for our main office, phones, copier, supplies, while 70% is assigned to individual staff and departments including: consumables, library, Occasional Teacher costs, equipment, furniture, incidental costs, technology, repairs, etc.
- Determination of our priorities is on a consultation basis and needs assessment
- **Surplus money is carried forward into next year's budget (aim is 5-10% surplus each year)**

2) **Non-Board Funds**

- these funds hold money collected throughout the year for specific activities and initiatives i.e., field trips, Book Fairs (Library), yearbooks, student agendas, charities, etc.
- McKee has carried a surplus amount from the past years; approx. \$17,000.00
- **McKee will be spending most of this fund toward our priority items: Kindergarten, technology, resources**

- **School Fundraising Report** – Our SAC does great work in this area and we are required to complete a Board spreadsheet that involves two key parts:

- (a) Allocation of funds from balance as of July 31, 2015; and
- (b) Allocation of funds in anticipation of 2015-16 school year

Attached is a draft copy of how the template would be filled in. I would like to reflect the council's input in anticipation of our current fundraising. The completed sheet will be forwarded to the TDSB's Budget department as part of a Principal duty in compliance with our Policy and Procedures.

3. *There was a request made to make a collective effort to inform the councillor regarding our traffic concerns.*

[ACTION]: It was decided that a Traffic Task Force will be created to address traffic issues and report back to the SAC, making recommendations on actions that could be taken. Jinah Lee will chair the committee. Interested individuals should contact her.

4. *There was a request made to change the rank order of the items listed in the School & Community Needs. It was requested that the "Devise enriched arts & sports program" should be moved up in the ranking (to the 4th spot) -[MOTION 1] -(Jeff/Wendy)*

5. *Other Business:*

- *The Agenda for 2015-16 was discussed. It was suggested that we can consider alternatives to the Lunch Lady and opt for more healthy options. Playground renovations were also discussed.*
- *In light of Work-to-Rule, it was suggested that we contact our MPP, David Zimmer to request an explanation of the situation. It was suggested that we can send a collective email or letter to Mr. Zimmer informing him that the parents are upset with the situation and request an explanation from him. [MOTION-2] -(Wendy/Daniel).*

- *[MOTION 3] -to approve Budget (Jennifer/Charles)*

Meeting adjourned at 9:00 pm

Next meeting: Wednesday November 18, 2015 at 6:30 pm