

RCI School Council Executive Meeting Minutes
Tuesday, October 15, 2019
School Library
7:00 pm

- Call to Order, Welcome (Ayub, Mages)
 - In attendance: Lucy Coyle, S. Ayub Uddin, Kimberly de Witte, Jackie Marrie, Laura Pillsworth, Melanie Boyd-Brown, Mageswaran Palany
- Treasurer/ Fundraising Report (Jackie)
 - Financial Report and Account Balances: Meeting with Maria (RCI Office Administrator) on October 21.
 - Direct Donation Campaign: Working with Sarah Blackstock to update letter. Message will be delivered in four ways: Email blast to parents, Newsletter/Principal's Bulletin, Hard copy with Report Cards (check with Maria on timing), and Notification on RCI App.
- Ward 7 (Melanie, Laura)
 - No meetings scheduled yet, but on mailing list for notification. RCI will consider hosting a meeting once final construction is completed and it doesn't conflict with night school.
- School Statement of Needs (Lucy)
 - Draft SSON created by Lucy and Greg was distributed to attendees. Lucy will email to executive for review with comments due back by October 24. Final SSON will be presented at October 28 meeting for Council approval. RCI and MV will submit separate SSON as the population needs are so different.
- Communications (Kimberly)
 - Discussion on how to get information to parents most efficiently.
 - The Principal's Bulletin is the communication parents give the most attention. Add a School Council Section with key dates and parent volunteer needs.
 - Have Principal's Bulletin email blasted to all parents.
 - Add School Council to the channels on the RCI app if not too hard
 - Advertise School Council meetings via email one week before
 - Seasonal Newsletters rather than monthly: Welcome (Sept), Fall (November), Winter (Feb/Mar), Spring (May/June).
 - Kimberly to connect with RCI Admin for the above changes.

- Future Meetings
 - Discussed dates and topics. Will keep the schedule of alternating General meetings with presentation and Executive working meetings. Dates and topics as follows:
 - **October 28 (General Meeting)** – RCI Guidance presents on myBlueprint and related topics, highlighting the various streams available to students at RCI (SHSM, Co-op, etc).
 - **November 25 (Executive Meeting)**
 - **January 13 (General Meeting)** - Guidance/Administration presents on how to help students prepare for finals (including how the grading is weighted between culminating and tests, timing of finals) as well as post-secondary and scholarship opportunities (“Getting Ready for Finals and the Future”)
 - **February 24 (Executive Meeting)**
 - **March 30 (General Meeting)** – TVO Math Tutoring Presentation
 - **April 27 (Executive Meeting)**
 - **June 1 (General Meeting)** – Speaker to be determined. Possible topics: resilience, anxiety, screen & phone use, internet safety. Council to connect with contacts they know and bring back options to October 28 meeting.
 - Kimberly to update school calendar for last meeting (changing from May 25 to June 1 to accommodate Eid holiday)
 - Coordinate Council meetings with Mountview (MV)?
 - Separate Council meetings for RCI and MV at this time since needs are so different
 - Will have MV Update as standing item on Agenda
 - Kimberly to send newsletter to MV communications person
- Other Business
 - No teacher representative for Council yet, but understandable given the labour situation.
 - Kimberly to make sure student rep from RUSTCO is invited to Council meetings.
 - Kimberly may be absent from Oct 28 meeting; minutes will be recorded by another Council member
- Meeting adjourned at 8:15 (Ayub & Mages)