

Runnymede Parent School Council
Executive Working Meeting
Agenda for Monday, February 25, 2019
School Library
7:00 pm

1. Call to Order & Welcome **Donna & Khaleel**

In Attendance: Donna Maiato, Khaleel Mohammed, Farhia Warsame, Salwa Mohamed, Laura Pillsworth, Kimberly de Witte, Lisa Truant-Tam, Lucy Coyle, and Michelle Robinson (VP, RCI). Regrets: Jackie Marrie, Juana Berinstein.

Only required to have four Parent School Council meetings per year (which we have already fulfilled), so two of the meetings scheduled for the remainder of the year will be working meetings of the Executive Working Group.

2. Review and acceptance of January 14, 2019 minutes **Donna & Khaleel**
Motion to approve – Salwa; Seconded – Lucy

3. Bylaw & Constitution Finalization **Donna & Khaleel**
Thanks to Jackie for providing us a copy of Runnymede Public School’s Constitution to use as a starting point. Copies of the draft document with initial changes were distributed and reviewed by all. Minor changes were identified as follows:

ACTION ITEMS:

- Change our name from “School Council” to “Parent School Council” so it is clear that we are not referring to the Student Council (RUSTCO).
- Add the correct tax-deductible number (Michelle to confirm with Marlea)
- Chairs to incorporate changes, and Secretary to review and ensure consistent language throughout document
- Final constitution ready for April 29 meeting and approval

Note: Council has to revisit it the Constitution annually and make any changes required.

4. Fundraising **Farhia & Jackie**

We are not limited to how much we fundraise, but the TDSB has a list of approved vendors for fundraising purposes. Good resource, but we are not beholden to it. List is updated annually and available on the website.

Still waiting to finalize the bank accounts that Council will now control.

Ice Cream Sandwich Fundraiser – still have a box in the freezer here (cost \$1, sell for \$2).

Farhia: I attended the PIAC conference :

- Good information about connecting with parents – reaching out directly to parents that we haven't meet yet is one strategy
- Met a parent who owns Oliver Labels where the school gets 20% of the sales. Although this might be better targeted to elementary school students, it might be an easy fundraiser for us as well.

ACTION (Jackie & Farhia): Bring campaign strategy & letter for parent distribution to March 25 meeting

5. Mountview Transition Update

Kimberly

Items of interest from the 3rd Transition Meeting on February 22, 2019:

- The designers alluded to having the interior areas vacated in May to start construction. Although there is a blanket statement for all TSDB contractors that their work not disrupt students, interior construction may have to start before the end of this school year (as was originally communicated) so the work can be completed by September 2019. **Michelle:** We are planning to move the Stell@r classroom in April to their new upstairs space, but the students will be part of that move and it is seen as a positive team-building endeavour.
- Basketball court in back is no longer on the outdoor plan. RCI students don't want to lose it, but administratively the students are out there skipping class. Not for a physical release, but just kids that are struggling to attend class. It is also a safety issue as there are no sightlines to this area from inside the building. The determination for keeping the court will be up to RCI administration.
- Mountview requested some changes to the outdoor space that may free up some funds to be used elsewhere and can benefit both RCI and MV. Areas being considered are the Auditorium, the two Gyms (scoreboard?), and the Track. **Michelle:** Requests for grass & track improvements has been in the queue for a while, so it might not be part of this.

- Mountview has some fundraisers coming up and would like to invite us to participate. Looking to use some of the money in a way to benefit RCI and MV, to show how grateful they are.
- Possibilities:
 - Improving the library commons (move Raven's Retreat here?)
 - Auditorium
 - Others?

ACTION (Kimberly):

- Communicate potential ideas to MV for their March 6 Council meeting
- Include MV events in our newsletter to show synergies (Blue Jays Day)
- Put MV Transition on the March 25 agenda (provide update and get parents' position on the various items)
- Invite MV Chairs to March 25 meeting

6. PRO Grant/Calendar

Juana & Kimberly

Found out that \$1,000 grant only subsidized the UFA Calendar, didn't pay the whole thing.

ACTION: Connect with RCI admin about potentially subsidizing a portion of the calendar costs.

7. Hosting a future Ward 7 meeting

Laura & Lucy

Ward 7 is looking for a location for the April 16 meeting.

Great way to showcase our school. Majority of the representatives are elementary school parents.

Co-host with MV?

ACTION (Lucy): Confirm with RCI Admin about hosting April 16 meeting. If yes, add to March 25 Council Agenda for planning.

8. Parent involvement at RCI

(committees, graduation, policy input, etc.)

- Parent representative needed for Commencement on June 27, 1-3 pm. (They will be on stage and participate in distribution, shaking hands, etc.)
- June 28 – Staff Luncheon that Council has contributed to in the past, and helped set up/clean up
- Other committees that parents can be involved with if they don't want to be part of Council

ACTION (Kimberly): Ask Michelle for a list of committees that admin wants parent involvement in – present at April 29 planning meeting.

9. Potential Survey of Parents' Needs

Uniform policy discussion:

Moving from uniform will open a whole other set of issues with just adhering to the TDSB dress code policy, which is what is being drafted for review. The uniform may have originally been put in place 15+ years ago to change the optics of RCI, but now it can be seen as part of our culture. There are ways it can be changed to be more attractive, such as removing the uniform pant, having more non-uniform days which can also be a fundraiser, start a used uniform shop. RCI should request graduates to donate their uniforms back to the school both as a potential fundraiser and for safety purposes – non-RCI getting uniform clothes from Value Village and then coming into the school.

VOTE: Council members present voted unanimously to keep uniform.

ACTION: Revisit with larger parent population at March 25 meeting when the Student Equity Committee presents. Consult with RCI staff on full parent survey.

10. Planning for Future Meetings & Next Year

- Include Parent School Council sign-up sheet in RCI welcome package
ACTION: Kimberly to draft before April 29 meeting.
- Define & find community member for council (MV person? A past student? Culture Link?)
- Extend invitation to non-teaching staff & community member
- Provide admin Council dates/activities for next year before June 2019

11. Other Business

ACTION: Kimberly to follow up with RCI re: a storage space for Council supplies, location of banner and where we can have a bulletin board installed.

12. Adjournment (9:00 pm)