**Scarborough Village School Council Meeting Minutes**

**Date of Meeting: Thursday, April 6, 2023**

**Time: 6:30 p.m.**

**Location: Zoom Video Conference Call**

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**Present:** Meena Sharma (Principal), Lorie Harris (Middle Years Coach), Joanne Marcano (School Council Chair & Parent Member), Simone Lewis (Treasurer & Parent Member), Rishma Ramdath-Moorgen (Parent Member), Bridgette Rafuse (Parent Member), Joella Connaught (Secretary & Parent Member)

**Regrets:** Jackie Ventresca (Vice-Principal), Babak N (CSW)

***Meeting commenced: 6:31 p.m.***

\*Meeting Minutes-Approved for March 2023 meeting. Change of date for dance-a-thon required. Confirmed event date as May 26th 2023. Date to be added to minutes. Joella C to update the date and send to updated minutes to Ms. Sharma.

* ***Principal/School Report:***

-**Mindfulness Session:** The sessionwas successful. The students engaged and asking for more. The students made glitter bottles and small stress balls with rice. Lorie Harris in charge of this program. Mindfulness program is being planned for parents as well. To date, registration is low. Planning for a family cooking night is also in place. Some families have registered. Looking for a few more to sign up.

-Total number for registration to date: 7 parents/caregivers for cooking workshop (13 to 14 individuals in total from the families) 10 families at a maximum is ideal. For the mindfulness workshop for parents/caregivers, 4 individuals said yes, 2 said maybe, 1 parent said yes to both events. For the mindfulness workshop there is no cap on attendance since it is virtual. The events are free to families. We can look at pushing the dates back to provide more time for registration if needed.

-**Volunteerism:** Students going to local church to assist with packaging items (Markham Rd) for the food bank. Successful partnership for grade 7/8’s. No direct contact with community, but working with church staff to package items for when the food bank opens.

-**Classroom Fundraiser:** Teacher (Jen) organizing an art sale and bake sale in support of the special education class. The event will take place on May 10th ahead of Mother’s Day weekend.

-**Graduation Planning:** There has been discussion and survey with the grade 8 students. There is a committee of students and teachers. Students requested more time to socialize with each other. (i.e.; games, dance) and to have an informal dinner with pizza and snacks. Teachers/staff tried to encourage a compromise for both students and parents. Committee discussed having the graduation ceremony outside, with cake and refreshments, pictures with family. Afterward, the students return inside for informal dinner and dance.

-Need to use TDSB approved vendors and to be sure the venue is accessible. Currently looking into the Guild Inn. Staffs/Ms. Sharma have been in talks with the venue about what can and cannot be provided. There is a nice garden to take pictures. Staff to visit venue to see if it is appropriate.

-Students requested a hoodie as their graduation gift/token. They want to design it. It would cost approx. 40 to 50 dollars per hoodie.

Q. Is the gift on top of the contribution to the dinner from School Council? Noted, best to do either contribution to gift or the dinner. Costly to do both. Ms. Sharma to look into how gift may be subsidized as needed.

Q. Would dinner be covered for the grade 7 and 8 students and their families? In the past Grade 8 students and their families dinner was covered. Grade 7 students’ dinner covered as well. Ms. Sharma confirmed the dinner would not necessarily occur this year with the families, as students requested dinner without parents. See note above about ceremony, refreshments.

-Total students taking part in the celebrations: 17 grade 8s and 8 grade 7s.

-Once staff/principal visits Guild Inn, they will receive a copy of the cost break down for the dinner and event. Ms. Sharma provided the date of the graduation to the Guild Inn to see if they had that date available. Still waiting to hear back from the venue.

-Dinner may likely be buffet style to accommodate dietary needs.

-Cost per plate is approximately $50.00-$55.00

-Other venue options included the local community center, but limited support in terms of other support services such as a DJ.

-Ms. Sharma confirmed support from school budget toward some of the costs of the graduation.

Q. Can students fundraise for some of the graduation costs? The students may possibly do a Candy Gram and some other small fundraising events. Ms. Moyer looking into some other ideas as well. Potential to work with staff/teachers talents to assist with graduation preparations. Parent mentioned pancake breakfast, Little Caesar’s pizza kits and a Krispy Kreme fundraiser as a potential idea as well. Suggestion to start in September to budget for grade 8 graduation and fundraising opportunities. Also, consideration of costs for parents coming all at once when we wait close to the end of the school year. Suggestion to provide opportunities for parents/community members to donate some items (i.e. pre-packaged goods).

Q. Food handling certifications and safety around food handling for potential fundraisers that involve food. Are these provisions in place as needed?

-Senior Kindergarten: Books still to be ordered. Total of 18 SKs. Rishma RM to look into it. Ms. Sharma suggested ordering 20 books. Rishma confirmed she will be ordering the books.

-**Staffing Allocation Update:** Currently SVPS has been allocated 22 teachers for the upcoming school year. This contributes to make up of classes, pending approval by the superintendent. Ms. Sharma will be meeting with the superintendent in the coming weeks.

-There will continue to be two kindergarten classes, one grade 1 only class, two grade 2/3 classes, one grade 4/5, one grade 5/6 and grade 7/8 class.

-6 ISP classes as well as allotment of a virtual ISP class as well. One physical disabilities class.

-Q. Losing any teachers? Will grades 1 to 3 French lessons return? French only allotted to grades 4 to 8 for upcoming school year. Ms. Sharma to look into it. Also will share when teachers are leaving SVPS. Ms. Sharma confirmed this can be done if she knows ahead of time. Will do hello and good-byes to school at the beginning of the school year.

* **School Council Report:**

Q. Any plans to do another parent engagement/meet with Babak? Yes, one will be planned for May. Possible dates in second week of May-May 8th to 12th, or 15th to 19th.

Ms. Sharma to follow-up with Babak as well to confirm a date and time.

-**Spirit Days:** Organized by the assembly club. Will be shared in the morning announcements as well as in weekly school newsletter to get the information out to parents/caregivers. Typically assemblies and spirit days are held the last Thursday of each month, however, may change as needed.

-**Black Alliance Committee:** Updates on when the committee would begin was provided. Currently working with the organizer. They were away for a sometime and will resume work on this plan in May. The plan is to get things started so that it will be fully in place for next school year.

-**Cookie Sale & Crosswalk Updates:** For the cookie sale, grand total sales are $591.00 raised. $474.00 raised in cash. $117.00 from cash online. We spent $225.10 to purchase the four boxes of cookies, giving a total profit of $365.90.

-We got approved for the crosswalk and the four-way stop. Ms. Sharma looking into follow up for a crossing guard as well for the next school year.

-**Playground Update:** Construction to start in the summer 2023. Church parking lot will not be accessible. Also, church requesting property not be used by community as overuse is causing damage to their parking lot. Construction may going into September as well. Discussion was had on parents/caregivers entering and exiting NYAD. Follow-up to be done by Ms. Sharma with facility manager. Discussion also had on how this may affect the Fall Fair in September and alternative plans to host the event. There is no guarantee that playground construction will be complete prior to September.

-**Parent Voice & SVPS Faces & Voices Initiative Update:** Update provided on how to engage both students and parents/caregivers through use of the initiative. Also, provided summary of what the project would entail and the goal of the project initiative. The project would be facilitated throughout the full school year. Joella C to assist with providing info session on the upcoming initiative at the end of the year, likely at the May parent engagement with Babak. Also, looking into how the project can be shared with other local schools and community partnerships.

-**Fundraising:** Pizza lunch is scheduled with dietary restrictions in place. Deadline to order is April 19th. Discussion was had regarding payment methods, encouraging use of cash online. Those who don’t have access email, credit cards, or have difficulties using Cash Online can contact the school for hard copy of form and cash payment.

Q. Can flyer be sent out to families as a way to advise pizza lunch? Ms. Sharma to send out hard copies next week.

-May 26th-Dance-A-Thon. Looking to secure a DJ for the event. Research has been done and it is very costly-$500 and up. Also, must be TDSB approved. Also looking for volunteers for the event. Flyer and pledge forms have been drafted. Joanne M to follow-up with Ms. Sharma on this.

Q. Can grade 7/8 students to DJ the event? Discussion was had on whether this would be a viable option and also how it could be a possible leadership opportunity for the students.

-Joanne M has access to a network of DJs however, there is a question of TDSB approved and whether the individual would volunteer their services.

-Financial goals/targets for the dance-a-thon: Good idea to list where contributions will be going. (I.e. what the money is being raised for/used for. For example STEM and Robotics)

Q. How will the money be collected for the dance-a-thon? Will it be a pre-paid event or pay at the door? If students do not have a pledge form completed will they be able to attend the event? Would food donations be accepted as well? (Connect with the foodbank)

-Prize to the class raising the most funds and using a visual ticker in front foyer for students to see how they are progressing with pledges.

-**Fall Fair:** April 25thor early May suggested as a potential date to host a fair planning meeting. Goal is to discuss vision and goals of the fair amongst students, families and the school as well as to put out a call for volunteers for the event.

-Confirmed that Mr. Corn food truck has been booked for the event. No deposit made, can be cancelled at any time if needed. Mr. Corn will not be providing any profits of sales to the school. SVPS would have to add on to the prices of the food items additional costs of $1.00 or $2.00, which the school could receive direct financial benefit from those proceeds (advanced orders).

-Food orders would come as a combo (i.e., main, drink and side item)

-Final orders would be due by September 14, 2023. Mr. Corn would also provide extra food supply in case there are walk-up orders.

Q. Will these combos be affordable to families?

Q. Will food or games be the money making feature of the event?

Q. Is Mr. Corn cash only? Is debit/credit accepted for walk-ups?

Q. With back to school occurring, will communication be effective enough to get pre-orders done by families? Also, consideration of back to school costs families are facing at that time.

Q. What are plans for payment for games/activities at the fair? In the past, tickets were purchased and these tickets were used to pay for games/activities.

Q. Is the event a community builder or a fundraising event? Need to determine direction and goal. We don’t want the cost of attending the event to be astronomical to families.

-Discussion was had regarding alternative food vendors/plans or if Mr. Corn is able to prepare single items like hot dogs, hamburgers, etc. so families don’t necessarily have to pay the cost of a combo.

-**Fall Fair Donations:** Update provided on donations received so far from donors contacted via email. 3 businesses donated:

* Basecamp Climbing (provided gift cards, family pack)
* Extreme Fun-5 play passes at $50.00 each
* Bounce-$200.00 gift card
* Rishma to look into tooth brush donations

Q. Can parents/caregivers donate as well? Yes!

-Simone L and Joella C reached out to approx. 20 vendors. Some emails bounced back.

***Meeting adjourned:*** *8:35 p.m.*

***Next School Council Meeting:*** *May 4, 2023 at 6:30 p.m. via Zoom*