



2018-2019 Wilkinson School Community Council

October 1, 2018

Meeting Minutes - Approved

The 2018-2019 Chair, Angelina Diassiti, called the meeting to order at 6:33 pm.

Agenda

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| 1. Approval of October Agenda | 4. Committee Updates <ul style="list-style-type: none">- Executive Elections- Constitution Update- Areas of Need- Pizza Lunch- Fall Fest | 5. New Business <ul style="list-style-type: none">- Funding Proposal- Meeting Dates |
| 2. Approval of September Minutes | | 6. Adjournment of Council Meeting |
| 3. Principal's Update | | |
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Attendance

Present:

Allan Kelly (Principal)
Angelina Diassiti (Chair)
(Vice Chair)
Shanna Breslin (Secretary)
Sacha Bozabalian (Staff)
Sophie Barbier (Staff)
Elizabeth Dhuey
Stephanie Lamb
Lilian Ling
Elizabeth Manafò
Brenda Ohngemach

Michela Pasquali
Fernanda Perdikaris
Jennifer Stiff
Julia Warrender
Lisa Zivontsis

Guests:

Dayna Tekatch
Shirin Shahrokni

Regrets:

April Moon
Rob Jefferson
Anthea Moreau (Dandy Lion)
Ben Elling (Treasurer)
Jenny Georgiou (VP)

Absent:

Safran Lafeer

1. Approval of October Agenda

- Fernanda and Julia approved.

2. Approval of September Minutes

- Julia and Stephanie approved.



3. Principal's Update: Allan Kelly

- Allan is very happy to be back!
- Mental Health: We are part of a pilot project focusing on mental health and well-being with 4 other TDSB schools as part of the We Movement through Me to We.
 - Ms. Harrison and Mr. Kotsampouikidis's classrooms will be participating.
 - The goal is to gather information from kids and teach them to recognize when they need help, when others need help and how to get and give help.
 - The teachers will receive training and the information gathered through the program will be shared across provinces > We will provide updates throughout the year.
 - The program is module based and some examples include: well-being in schools, families and communities; understanding well-being using brain science; what role does technology play in well-being.
 - The target age range is Grades 4-6.
 - Does the school currently acknowledge mental health day? We usually do around Let's Talk Day in February. Last year we did a mental health day with info from the department of health, Kids Help Line and we have a mental health committee.
 - One of our School Improvement areas of focus is on training our staff to recognize students who need help and support. This is also becoming a more common dialogue in the classrooms, especially in the junior grades.
- Terry Fox Run: Feel free to join us on Oct 4th! Terry was a true hero.
 - We really promote Terry Fox at school and talk to our kids about why he ran the Marathon of Hope and how amazing he was. We have been doing announcements every day and are looking at doing some other types of things as well.
- Halloween: We'll be having an assembly during which we'll discuss Halloween safety. After the kids and staff will participate in our annual costume parade around the schoolyard at about 1pm. Everyone is welcome to see the costumes and creativity.
- Ukulele Program: Some of our students will be performing at the next school board meeting for the trustees. There may also be some Earl Grey alumni.
 - The Ukulele program started at Wilkinson and is now in 35 schools across the TDSB and has had a huge impact on kids and their ability to access music.



4. Committee Reports

Committee members provided an update of upcoming and ongoing initiatives.

Executive Elections

- The current Chair, Treasurer and Secretary are happy to continue on unless there are other people interested in the positions. No one else is interested.
- Chair - Angelina Diassiti
- Treasurer - Ben Elling
- Secretary - Shanna Breslin
- Vice Chair: This position remains vacant for now.
 - It is often thought of as a way to train someone new to take over as Chair eventually.
 - The Chair and Vice Chair can split their responsibilities as they see fit. In the past, some people have used the roles as more of a Co-Chair position.
 - Please take some time to think about whether or not anyone is interested and contact Angelina for more information about what the role entails.

Constitution Update: Shanna Breslin

- In April we approved an advertising policy for our email newsletter and would like to add it to the Council Constitution, which outlines our purpose and the way that we do things (it is available on the Council page of our website).
- In order to make changes to the Constitution, we need to vote on the changes at a meeting so we thought it might be a good time for us to decide if there are any other changes that we'd like to make and update the document once.
- The current Constitution (last updated in September, 2015) was sent out to Council members in June and comments and suggestions were collected over the summer.
- All suggested edits were compiled and sent out during the first week in September for review prior to this meeting.
- Many of the changes were suggested to increase readability and bring processes and policies in line with the way that we currently operate (e.g. posting things online and using Funding Request Forms).
- The constitution was circulated again after the September meeting.
- Question (Pg. 3): If someone sends in regrets and lets us know how they would vote if they were attending, should their vote be counted?
 - The general feeling is no because it's very hard to fully grasp a proposal without being a part of the discussion.



- There is a policy within the constitution that allows for a full Council vote by email when necessary. > No, we will not allow people to email in votes if they cannot attend a meeting where a vote is happening in person.
- Discussion (Pg 5): There is a feeling that expenses which have not been approved should not be reimbursed as we are accountable for our spending.
 - The previous version of the constitution stated: *Members, officers, volunteers, and staff will be reimbursed for expenses incurred in council approved projects. Reimbursement occurs only on pre-approved expenditures. Expenses under \$150 may be approved by two members of the Executive. Expenses over \$150 must be approved by the Council, or by a committee of Council undertaking a particular function on behalf of Council.*
 - The cost of some materials increases from year to year and it's not fair for people to pay out of pocket for the difference when the expense is within reason, but sometimes a purchasing decision needs to be made on the spot before getting approval. Getting approval for every small item seems counter-productive, but for larger items or new items, committees should be getting approval from someone outside of the committee (the Council or the Executive) to ensure accountability.
 - Comment that the constitution should be general and perhaps for specifics we could reference a policy document that is updated more regularly. Do we have the resources to keep numerous sets of documents updated? Truthfully, the constitution is not a document that is referenced on a daily or even yearly basis but, should an issue arise, we have our policies documented so that there is no confusion. Council members generally realize that we're accountable and need to spend responsibly so these issues are rare, but we do need policies in place in case they are needed.
 - The suggested edits aim to make this approval process more functional by suggesting that items already within the approved budget do not need additional approval if the budget is kept within a reasonable range, but any new *categories* of items do. For example, if the committee would like to purchase a table, t-shirts, or a BBQ for the first time (i.e. items have never been accounted for within the already approved budget), these items should be approved through the correct channels before the purchases are made, regardless of the cost.
- ***A revision will be sent out before the next meeting for further comment or approval.***



Committees - Areas of Need: Julia Warrender

- We sent out a draft recruiting email with the agenda and hope to get that out to the community this month.
- We have lots of people who are leaving in 2 years and want to benefit from them before they leave. As well, we have a number of committees that could use more help.
- Committee Leads: Do you need more members? Please send in the missing details for your committee descriptions, including estimated time commitment.
- Babysitting Coordinator: involves booking babysitters for Council meetings and other events when needed. > *Julia will take this on and will coordinate the transfer of info with Ben.*
 - Please refer to the Legacy Planning document for more information > in the Processes folder "Process_Template_Babysitting.docx"
- Permit Coordinator: involves booking permits for Council events.
 - It requires someone to follow up and be persistent.
 - When using the school for events and meetings, we need to apply for a permit through the TDSB. Sometimes there is back and forth and they are only open during business hours. The busiest time is around October when we need our new insurance to be set up. It's not a huge time commitment - a few hours per month. > *Jennifer will take this on and will coordinate the transfer of info with Julia.*
 - Please refer to the Legacy Planning document for more information > in the Processes folder "Process_Template_Permits.docx"
- Arts Committee: Doesn't need new members, time commitment is 1-2 hrs in July.
- Constitution Review: Should be done every 2-3 years, we'll recruit next year.
- Education: Organizes seminars/info nights and can apply for PRO grant funding.
 - These events are very poorly attended > there seems to be very little interest.
- Fall Fest: Needs new members, would like to recruit in June to plan the next event.
- Fun Fair: Always need more people, especially in the leadership roles.
- Fundraising: Currently this is done by our event leads but this used to be a committee on its own in the past.
 - There are a number of responsibilities which have been falling to the Chair and perhaps should be taken on by the Fundraising Committee instead: providing planning and budgeting support, scheduling between Council and school, making sure events apply for permits. Time 2 hours per month plus a bit more in September



Pizza Lunch: Michela Pasquali

- The first one is in a few weeks and we've rolled out online registration via e-transfer.
- We surveyed the students via the EcoTeam and as a result, removed juice boxes.
- Kids will bring their own drinks (or have their milk if they ordered it).
- Suggestion from School Admin: Can we have the kids eat in the lunchrooms to remove the need for extra supervision and cleanup.
 - They would get their pizza from the gym (or another location that works) and go back to the lunchroom to eat.
 - We are going to try this and adjust as needed.

Fall Fest: Brenda Ohngemach

- The event will be held on October 14th with a rain date of Oct 21.
- Activities: vendors, pumpkins, bake sale, costume swap, cider and coffee, hot dogs and veggie dogs, simple crafts for kids.

Other

- We would like to have the 5th annual Wood Car Derby on Friday February 22nd.
- Fun Fair will be on Saturday, June 15.

5. New Business

- Financial Update: The budget has been revised based on our discussion at the last meeting. In addition, the amount that we currently have in the bank has been added at the bottom (it was not on the previous budget sheet).
- If all goes as planned this year, we should have about \$30K to spend on programming.

Funding Request - Jungle Sport: Sacha Bozabalian

- We've been speaking with some Council members about ways that the Council could support the HPE program > Council hasn't done a lot of HPE funding over the last number of years.
- We found a really exciting program called Jungle Sport, which would take place during HPE for one or two weeks. www.junglesport.com
- The program is accredited by the TDSB and involves the company setting up a climbing apparatus similar to a ropes course or treetop trekking system in the gym.
- Our HPE team would work with the Jungle Sport staff to lead our students through programming on the equipment.
- The program is suitable for all students from kindergarten to Grade 6. It's tailored to different age groups (e.g. only Gr. 4 to 6 will use climbing harnesses), allowing all to



participate in a fun and safe manner, and to develop age-appropriate skills.

- The younger students use ladders, ropes, obstacles and bridges etc.
- During the winter months (February and March) we always do a fitness unit that incorporates many elements of gymnastics (for example balance, jumps, climbing etc). Jungle sport would supplement the program in a very dramatic and positive way.
- The apparatus would provide the opportunity for our students to develop skills that we just can't develop with our gym equipment. Many of our students would never have the opportunity to experience this kind of program otherwise.
- The cost depends on when the program is booked. 5 days costs between \$4450 and \$4750 and 10 days costs between \$8450 and \$9250.
- They provide trained staff to run the program safely and we support the staff.
- Mr. Bozabalian and Mr. Kasaval spoke with the HPE teacher at another school that has done the program for the last three years and she raved about their experience.
- That school has a population of 400 students and she indicated that it was difficult to schedule all students in over the course of one week. Wilkinson has a population of 500 students, so the preference for the program is two weeks.
- We would work out the scheduling so that each class will have the maximum amount of time to use the equipment and to ensure that we take full advantage of the equipment while it's here > may be outside of regular gym periods.
- School Admin: We don't believe that the Board can provide any funding for this.
- We sponsored a program called Aussie X a number of years ago that came in around the same price range. It was an instructional sports program, but the general feeling is that it was not as dynamic as this is.
- Comment: We were looking to bring in the sewing program which was in the same price range but took place over 2-3 days and classes got about 40 minutes of instruction. This program is in the school for 2 weeks, which seems like better value for money.
- Can we look into whether or not they would do a community event that we could sell tickets to in order to offset part of the cost? *Update: The cost for opening up the equipment for an evening is \$150 per hour + gym permit (about \$140).*
- Would we have to get a parental consent form? There is a waiver which will be sent out. On the TDSB side, it would be incorporated into the regular program.
- Admin does not know of other large funding proposals on the horizon.
- What is the normal amount that we bank in case we don't make our funding goals? The general rule for Councils (set by the Ministry) is that they should not have funds sitting in the bank from year to year. Councils are to spend what they have.



- We typically have \$5,000 in the bank to start each year.
- Motion to approve Jungle Sport for 2 weeks. *Motion carried.*
- *Update: The program has been scheduled for the two weeks after winter break (Jan 7-18th). Because Jan 18th is a PA Day, we will be doing the 9-day program (\$8750). Details will be communicated once finalized.*

Funding Request - Garden Educator: Sophie Barbier

- We would like to hire a woman named Elin Marley who runs a garden education company called Seedling Stories (TDSB approved).
- She would come in for 6 days in the fall and hopefully 6 days in the spring to work with our students. Each day she would work with 4 classes, so each class would get a chance to work with her twice.
- She would do lessons about making observations in the garden, learning about worms, saving seeds, planting seeds, harvesting and cooking. She would also integrate math into some lessons.
- She lives in the Pocket and has been working at local schools.
- Our garden could use some love and she would help with our EcoSchool application.
- The staff are really enthusiastic about it. She knows many of the staff who have great things to say about her > many have seen her program or know someone who has. She teaches at Mme. Barbier's son's school. She can also teach in French.
- A few Council members know her from the area and have positive things to say.
- Right now she has Tuesdays free so we could have her every other Tuesday.
- We would like her to come yearly. \$1500 per visit + \$200 for supplies. 2 visits is \$3400.
- This is a large amount to approve on an annual basis without experiencing her program first. What is the end product and what will the kids do during their time with her? How will staff incorporate this into their class time and lessons?
- She can be invited to our next meeting and her curriculum depends on the time of year.
- Some lessons involve tasting herbs, measuring the garden, making salad rolls, tracking butterflies. She can work with teachers to accommodate their project segments. She tries to take kids from seed to plant to harvest > very hands on.
- Motion to approve a fall and spring visit for this year and revisit as an annual item.
Motion carried.

Funding Request - Gregg Le Rock: Sophie Barbier

- We would like to take all the junior classes to attend a French concert put on by Gregg Le Rock on February 6 at 1pm.



- From his website: *A two-time JUNO nominee and graduate of uOttawa's distinguished Lettres Françaises faculty, Gregg LeRock has combined his three loves — teaching French, writing songs and performing for kids — into a single vocation. In addition to releasing five best-selling CDs and performing for over half a million students across the country, Gregg has penned dozens of hit songs for Canada's top educational publishers.*
- This is an excellent opportunity for our students to have a real life and meaningful experience with the French language. Not only will they be listening to engaging and catchy French music, but they will be in an auditorium full of other French students like themselves. They will get a sense of the French language being alive and this will hopefully motivate them in their learning.
- He does pop, hip hop and rap, folk etc. and people who have seen him think he's a good level for our students, very interactive and entertaining.
- His show targets Grades 1-8.
- We will also get access to videos and songs so we can play the songs in the months leading up.
- Cost: \$10 + HST \$11.30 each We have 230 seats reserved (kids, staff + 2 volunteers per class). We have 9 tickets for free. The kids will take the subway.
- The total from Council would be \$1,000. The school field trip budget will fund the remainder so that the students pay \$5 each.
- Motion to approve \$1000. *Motion carried.*

Proposed Meeting Dates: Angelina Diassiti

- November 5
- January 14
- Feb 11
- March 4 (Snow date for Feb)
- April 1
- May 6
- June 3
- Motion to approve. *Motion carried.*

6. Council meeting adjourned at 8:05pm.

The next meeting of the 2018-2019 Council will be held on Monday, November 5th, 2018 at 6:30pm in the Library.