



2019-2020 Wilkinson School Community Council January 13, 2020

Meeting Minutes - Approved

The 2019-2020 Chair, Angelina Diassiti, called the meeting to order at 6:30 pm.

Agenda

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|---------------------------------|---|--------------------------------------|
| 1. Approval of January Agenda | 4. Committee Updates
- Bake Sale
- Derby
- Pizza Lunch
- Treasurer's Update | 5. New Business
- Funding Request |
| 2. Approval of November Minutes | | |
| 3. Principal's Update | | 6. Adjournment of Council Meeting |
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Attendance

Present:

Kim Jensen (Principal)
Jenny Georgiou (VP)
Angelina Diassiti (Chair)
Angeli Mehta (Vice Chair)
Sarah Chin (Treasurer)
Shanna Breslin (Secretary)
Anthea Moreau (Dandylion)
David Alexander
Corey Fruitman
Emmeline Hobbs
Rob Jefferson
Jordan Kanner

Stephanie Lamb
Michela Pasquali
Brenda Ohngemach
Lindsay Reimers
Shirin Shahrokni
Jennifer Stiff
Julia Warrender
Lisa Zivontsis

Guests:

Deborah Shub
Norah Shaughnessy

Regrets:

Amy Cole
Lilian Ling
Elizabeth Manafò
April Moon
Dayna Tekatch
Fernanda Perdikaris
Champi Sevathiar

Absent:

Michael Ross

1. Approval of January Agenda

- Julia and Angeli approved.



2. Approval of November Minutes

- Angeli and Stephanie approved.

3. Principal's Update: Kim Jensen

- Staffing: Katie Buchanan will be replacing Ms. Matheson as our new outdoor education teacher. Sacha Bozabalian is the new Vice Principal at Gordon A Brown and his replacement will be starting soon.
- Junior Assembly: We're working with the Juniors to help them take more responsibility out on the soccer field > teaching them to be safe, kind, and set limits while playing.
- Shade Structure Grant: We (school and Council) are currently working on an application for a shade structure grant through the Canadian Dermatology Association.
 - The deadline to complete construction of our structure is October 2020. In speaking with the schoolyard revitalization team, the TDSB feels that we should find out if the grant is an annual occurrence as our yard construction has now been pushed back to 2021 and it would be best to do this around the same time.
 - We also need to figure out which structure to go with and how much money we have to spend (several resources name different amounts).
 - We would like to choose a structure that will last as long as possible and be versatile > a solid roof to protect from rain/snow as well as provide shade, something that can be used for things like an outdoor classroom.
 - The TDSB will also give us a list of approved vendors and that will also determine what kind of structure we can get. They are moving away from soft Shade Sails.
 - Do we need to put up the money and get reimbursed or do they pay for it? ***We will find out.***
- Work to Rule: During this phase, there are no field trips and no extra-curricular activities. Teachers will supervise but will not manage programs or help out at events (our arts programming and lice checks still move ahead as planned at this point). Report cards will still be done but may look different.
- Who are the new PORs (Position of Responsibility, teacher in a leadership role) and who do we send calendar requests to? Kostas took over for Joel and a new person will fill in for Sacha. ***Jenny will add calendar entries to the school AW calendar.***



4. Committee Reports

Committee members provided an update of upcoming and ongoing initiatives.

Bake Sale: Lilian Ling

- This year the event will be on Thursday, February 13th (the 14th is a PA Day).
- It runs in the Junior lunchroom from about 9 am to 11:15 am.
- We need a new lead for this event as Lilian is leaving at the end of the year > If anyone is interested in taking it on, they can train with her this year. It's a relatively small and easy event. Email council@wilkinsonps.org if interested.

Derby Registration: Rob Jefferson

- The Derby is on Feb 21!
- We need volunteers for registration from 8:15 to 9:00 am on Jan 21, 23 and 29 > if you can help and haven't already spoken to Rob, email council@wilkinsonps.org.
- We are piloting online registration this year. The cars will be delivered to classrooms on a specific date after registration closes.
- The event is 100% volunteer-run and we are looking for helpers > a sign-up sheet will be sent out for this soon.
- The event uses Kub Kar Kits > kids and parents carve a car from a block of wood, assemble the parts, and decorate it.
- The event is for Wilkinson students in all grades > JK to Gr. 2 compete first and then Gr. 3 to 6. Trophies for: winners, best in show, and most creative.
- The event is also a fundraiser > the car that gets the most sponsorships, wins a prize.
- FYI to school Admin> The team needs to come in a week or two before the event for track maintenance (after school hours). It is stored in the girls' locker room. ***Rob will coordinate closer to.***

Pizza Lunch Registration: Michela Pasquali

- The dates for Term 2 are in the website calendar (first one is Feb 7).
- Registration will begin soon > it will be all online again.
- People who cannot register online can contact us at council@wilkinsonps.org and we will register them. Principal Jensen is also happy to help people get set-up for e-transfers if that is a barrier.

Other Items

- Movie Night: Two team members are leaving at the end of the year and the committee is looking for new members! (contact council@wilkinsonps.org)



- One Movie Night this year had to be cancelled when no one was available to be at the school in the late afternoon for set-up.
- Permits: Each year we have to renew our school insurance which expires on Nov 1. Sometimes we get the application after it has expired and it can take a few weeks for the new insurance to come into place.
 - We can't get permits until our new insurance is in place. Often November and December are tough months for events for this reason (something to keep in mind).

Treasurer's Update: Sarah Chin

- Expense Protocol: To be reimbursed for expenses incurred, please send Sarah receipts/invoices, including details about which event they are for, the date, and any other important details in advance of Council meetings so that cheques can be created and signed (cheques need to be signed by Council Exec and school admin).
 - Make sure it is clear if the cheque goes directly to a vendor or if it goes to a Council member for reimbursement.
 - You can send in a digital receipt (do not need a hard copy) > scan or take a picture.
- Floats: A cheque will be created and team leads will cash it. Please request this well in advance of the date you need the float.
- Depositing: When depositing funds, please email Sarah with the details so that she can accurately track our finances.
- Budgets: Leads needs to maintain Profit and Loss tracking sheets for all events and programs so that we can easily tally things at the end of the year (expenses and income). If you need help with a template, please let Sarah know and she can offer some guidance.
- Pizza and Movie Nights can be treated as one event with a float that is carried from date to date.
- So far we are on budget for this year!

5. New Business

Funding Request - OPAL Storage: Jenny Georgiou

- We need to purchase a storage container for the loose parts associated with the OPAL program, which began this year.
- The items for this program are vetted by the school and it is purposeful. It is meant to get kids active and creative.
- The container needs to be large and durable to protect the equipment (e.g. the one behind the daycare).



- Total cost is \$6100 for one large unit. The unit measure 8'x10' with roll-up barn doors (like the back of a large delivery truck).
- Please refer to the November 2019 meeting minutes for more discussion on this.
- This will not be paid for by the TDSB through the yard revitalization project. The funding will need to come from us.
- Can this be a shared expense? A portion of it can come from the school budget.
- Motion to split the cost 50:50 with the school. *Motion carried.*

Used Item Swaps: Shirin Shahrokni and Deborah Shub

- The Action Committee would like to organize swap events at the school in support of our EcoSchools status > possibly work together with the EcoTeam.
- Swap toys, clothing, books etc. > involve the kids and bring the community together.
- Questions to Look Into: Do we incorporate this with other events, e.g. have it during Movie Night, or have it separate? What area could we use? What are some possible restrictions and things we need to keep in mind?
- The most difficult part is the items that are left behind. We need to ensure that there are places for these items to go (e.g. Incorporate clothing swaps with the textile recycling fundraiser).

Fun Fair and Green Initiatives: Lisa Zivontsis

- Are we aiming to get our events to a point where they are green (e.g. eliminating juice boxes and replace with a drink station and bulk fluids to put in reusable containers, corn-based compost containers for food)?
- How can we do this in an organized and standardized way and what are our next steps?
- We will form an eco sub-committee to take a look at all of our events and come up with a plan > Lisa to lead (email council@wilkinsonps.org to join)

Thank Yous: Shirin Shahrokni

- Many feel that after school concerts, it feels very strange not to use the opportunity to thank the staff and volunteers who organize and help with these types of events.
- Could we say a few words at the end of concerts or give a small note of thanks to those involved?
- Admin Comment: Many people help with these types of programs behind the scenes so we do caution thanking one person specifically. There are many events and programs (track meets, talent show, chess club, EcoTeam etc) and we would like to make sure that



no one goes unnoticed > there is a staff breakfast provided by the Council each year which is much appreciated.

- Because everyone is gathered at concerts, maybe we can use them as opportunities to thank all of the staff for providing amazing programming and enrichment, without singling people out. We will discuss further.

Ward Forum: Angeli Mehta

- Attended the recent Ward Forum and there was a lot of discussion around Council goals of both fundraising and community building.
- Many schools run community building events that have little to no cost and are designed to get people connecting instead of raising funds.
 - Examples: Skating afternoon (free with hot chocolate), pizza and DJ Night, potluck, coffee and chat with Council members at tables set up in the fall (BYO mug).
 - At Wilkinson, we currently run three such events: Fall Fest, Wilkitchen, and Movie Night (free, suggested donation, or small fee to recoup our costs).
- School Improvement Plan and School Statement of Needs: Many schools send out surveys to the parent community to get ideas of what they would like to see.
- There was a lot of discussion of peer mentor programs and programs to support them
- Some schools have parent class reps so that parents know who to go to with Council questions and those people communicate Council information to classes (we have a robust communications system and a general Council email for questions). Class reps sometimes communicate info between the teacher and parents and coordinate group holiday gifts. Often useful at schools that are very large (over 1000).
- It's important to keep in mind that different schools have different needs and what works for one does not necessarily work for others.
- We've been talking for years about a Council meet and greet > a targeted recruitment event. Maybe we can plan it for a time when parents are already coming to the school for an event or program. Many think it's a great idea, but we need someone to lead it and will discuss further if someone is interested in taking it on.

6. Council meeting adjourned at 8:00pm

**The next meeting of the 2019-2020 Council will be held on
Monday, February 3rd, 2020 at 6:30pm in the Library.**