

# MEETING MINUTES

SMP School Community School Assoc. (CSA)

September 17th, 2019/ 6:30 PM / MY Library

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## ATTENDEES:

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Administration: M.Millman (Principal) L.Klassen (Vice Principal) J.Evans (Vice Principal)

In Attendance: C.Simard (Chair), S.Kuzyk (Co-Chair), S.Brodie (Treasurer), T.Courchene (Lunch Supervisor)

Members at large: H.Campbell, M.Brandt, A.Fletcher, J.Rand, S.Lusty, O.Arndt, L.Yong Kyung Choi, O.Oyetunji, M.Mohammadi

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## WELCOME/OLD BUSINESS/APPROVAL OF MEETING MINUTES (C.Simard)

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Meeting commenced at 6:35 PM.

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## ADMINISTRATION REPORT (Marjorie Millman, Jamie Evans and Luke Klassen)

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### Current Enrollment-629 students

- Welcome back to everyone!
- We received another grant from the Child Nutrition Council to run our breakfast snack program. The breakfast carts were up and running on Monday, September 9<sup>th</sup> and they will run until the end of the school year.
- Through the kindness of a school parent, we also received a PC Children's Charity grant for our breakfast program. This extra money will help us to make more meals daily and get to the end of the school year.
- Maple Leaf Foods will once again be contributing to our breakfast program by donating meat.
- Both early years and middle years students have begun cross country. All of our grade 3 students will be participating in the Turkey Trot at Bird's Hill Park. Middle years students who sign up will also be participating in races in September and October.
- We are getting new windows cut into the masonry in the French Immersion grade 1 and 1/2 classrooms
- We have a new foods room and the grade 8 classrooms were also renovated over the summer.
- Meet the Teacher was a great success! We had approximately 500 people attend. The rain and the unexpected fire drill did not dampen the evening
- We have a lot of new staff who are quickly settling into our SMP routines.

### Committee Work and School Endeavours:

- Literacy Committee – supporting student growth in reading and writing remain the top priority of this committee
- Numeracy – We continue to support students in learning strategies that make them more confident in the area of mathematics. This includes, math conversations and the use of technology
- Safe Schools – We continue to support our students with self-regulation strategies. All students will continue to learn about the Zones of Regulation in an effort to identify their feelings and emotions and act accordingly
- Indigenous Academic Achievement – We continue our work with embedding indigenous perspectives in our learning and a deeper understanding of treaties
- Community Well-Being and Well-Becoming – this is a new committee that will look at ways in which we can support students, staff, and the community regarding emotional health
- Mme. Gagnon will be joining us at the next meeting to continue the conversation that began last year regarding school beautification.

### **Staff Requests:**

We are requesting a donation of \$500.00 from the CSA to support our school patrols and our school lunch monitors. This money will be used to provide incentives and positive reinforcement for our 92 grade 4 and 5 leadership students who volunteer their time to support other students and our community.

->Request changed to \$300, but up to \$500 for the year if more is needed. CHRISTA MOTIONED, SAM 2<sup>ND</sup>, ALL IN FAVOUR.

### **Staffing Update:**

- N. Goold: Kindergarten – full time
- P. McMahon: Moved to grade 1
- A. Ross: 2/3 FI
- A. Glufka: 4/5 FI
- T. Dejong: 2/3
- R. Kuran: 2/3 name changed from Kerchak
- A. Sobie: 3
- L. Hunnie: 3/4
- L. Dudeck: 4/5
- M. Chmurzynski: 4/5
- K. Johnson: 6
- L. Evans: 6
- L. Klassen: 7 mornings, office afternoons, & MY ICT coordinator
- G. Wilson: 8
- R. Link: 8
- M. DeGuzman: 8
- C. Zawadowski: 8
- K. Nicholson: EY Music days 1, 3, 5 afternoons
- S. Morrison: MY Phys Ed days 1, 3, 5 mornings
- N. Smith-Windsor: LAR am & Resource pm
- C. Lumb: Resource
- S. Blanchette: EY and MY Teacher Librarian & EY ICT Coordinator

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### **LUNCH PROGRAMME REPORT (T. Courchene)**

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- We currently have an average of 350 students staying at school over the lunch hour
- There are a total of 18 classes that need supervision daily
- We have 12 full time and 4 part time supervisors. I replaced a part time supervisor that left at the end of June and hired 3 new full time supervisors. 1 of them is to replace a full timer that is leaving at the end of this month. I feel that we are well staffed now.
- There are 8 grade 8 students helping out in the kindergarten room on an even/odd day cycle. The response was so great!!
- We no longer have microwavers on our payroll. Microwaves have been added to nearly every room. The lunch monitors help out now by microwaving for the younger students. This seems to have helped in eliminating the traffic and sometimes chaos in the hallways as well as saving the lunch program approximately \$2000/year.
- We are no longer in room 50. We moved into the EY kitchen at the end of June. Being on the EY side of the school has been a positive change.
- I will be dropping off the books for auditing next week.
- Microwaves will need their yearly inspection. I will coordinate the appointment on an in-service day so as to not disrupt the students.

- Our PD day at Bernie Wolfe is on October 3 and this year our first session will be the URIS training. This is a great opportunity for us and all our supervisors will be attending.

I would like to Request the following:

- \$2/day pay for the kindergarten helpers based on their attendance. CHRISTA MOTIONED, SHERRY 2<sup>ND</sup>, ALL IN FAVOUR.
- \$20/supervisor for each training session this year. SAM MOTIONED, CHRISTA 2<sup>nd</sup>, ALL IN FAVOUR
- I would like to request another raise this year of \$250/month. CHRISTA MOTIONED, SABRINA 2<sup>ND</sup>, ALL IN FAVOUR.

Financially we had a great year and ended the year just as strong as the year before. We already have an increase of at least 20 students from the end of the school year in June and as the weather cools off the student count rises. We have eliminated the extra cost of the microwavers and even with the purchase of a few microwaves and the added cost of getting the extra microwaves checked we will still be ahead. I have only tackled the deposit of checks so far and that alone was a record breaking 95 checks that were deposited at one time. The amount was \$12,145

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### **FINANCIAL REPORT (S.Brodie)**

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Financial report for September 17/2019 was presented by treasurer Sherry Brodie

\$2,732.13 Opening Balance as of 2019-05-21

\$1,818.59 Bank Balance as of 2019-09-17

- \$655.43 for Maker Space Year 2

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\$1,163.16 End Balance

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### **FUNDRAISING**

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- We need to submit list of possible fundraisers by end of September.
- We may group a few fundraising options together and have them done at Winter Concert, so that parents can choose which they'd like to support, and to make things easier as well as prevent having too many fundraisers throughout the year.
- Show & Save fundraiser will be starting soon, but will only be available on an App, no physical books anymore.
- Marjorie to look into a fundraiser "opt-out" option for parents who would like to pay an "opt-out" fee in lieu of participating in fundraisers.
- We need more volunteers to help organize and execute fundraisers.

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### **NEW BUSINESS**

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None.

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### **NEXT MEETING**

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Meeting Adjourned at 7:40 PM.

Next Meeting Scheduled: Tuesday October 15th, 2019 at 6:30 PM