



Westheights Public School SCHOOL COUNCIL MINUTES

January 21, 2014

The meeting was called to order by Michelle Beaupré at 6:37 p.m.

In attendance

Chairperson: Michelle Beaupré

Principal: Nancy Jutzi

Attendees: Lesley Doll, Marnie Wuensch, Jennifer White, Louise Drygala, Christine Thomas, Cate McGahey, Tami Ali

1. Presentation by Adopt-a-School / School Resource Officer

- Principal Nancy Jutzi introduced and welcomed Dan Paiva, Front Line Patrol Officer (Waterloo North Division)
- Dan Paiva is Westheights' School Resource Officer with the region's Adopt-a-School program.
- As part of the Adopt-a-School program officers are assigned a specific school (or schools) with the aim of building positive relationships between the local police and school communities.
- Officer Paiva explained that as our School Resource Officer he will often drop by Westheights Public School to become acquainted with our students and staff on a casual basis. He spoke in detail about the role of a School Resource Officer.
- School Resource Officers serve as a resource person for staff, educate students through school presentations, and may act on as a liaison or mediator with the school regarding family related issues.
- School Resource Officers provide guidance related to non-emergency concerns including weapons, drugs, inappropriate student behaviors, and social networking.

2. School Update / Principal Report

- Principal Nancy Jutzi presented her report.

Report Cards & Term 2

- The second term begins February 3. Effective this date, Music classes will begin for grade 8 students and Art classes will begin for grade 7 students.
- First term report cards are sent home on February 10. A handout was provided to council members which showed the equivalency between different achievement levels and grading systems (including letter grades vs. percentage grades).
- It was noted that not all percentage grades are "available" and that teachers may round up or down on report cards at their discretion.

School Update / Principal's Report ...continued

Staff Change

- Mrs. Sawra Fatemizadeh (grade 7 Science) has been covering a maternity leave for Rachael Quickfall.
- Effective February 3, Rachael Quickfall will be returning from maternity leave.
- Sawra Fatemizadeh has accepted a contract position at J.F. Carmichael Public School effective February 3.
- Classes have not yet been informed of this change in teaching staff. Parents may want to wait for teachers to position this change with students.

Grade 8 Information Night

- Westheights will host a Grade 8 Information Night on January 29.
- Parents are strongly encouraged to attend.
- The evening will focus on the transition from grade 8 to grade 9.
- Mrs. Bigford, Guidance Counsellor, will be speaking.

Current and Upcoming Events

- Basketball has begun. A boys basketball tournament was held last weekend, and there will be girls tournament this Saturday.
- Choir tryouts will be held soon.
- Cheer Squad tryouts were recently held.
- The Outers Club will be camping next week at MacGregor Point Provincial Park.

School Front Sign - Update

- Council has decided that installation of a new electronic school sign is cost prohibitive.
- However, our current sign is unsightly and unsafe. The time it takes to change the message on the sign has also become inefficient.
- It has been determined that our existing sign needs to be renovated.
- Sign Art of Kitchener is going to provide a quote.
- Christine Thomas will look into sourcing additional quotes from other signage companies.

Action Item

3. Reports from Committees

Safe, Caring and Inclusive Schools

- In a 2013 Safe, Caring and Inclusive Schools survey Westheights students identified bullying as one of their major concerns. (Change rooms were identified as a location where a lot of bullying takes place.)
- Westheights' Safe, Caring and Inclusive Schools team has identified a number of suggestions and initiatives aimed at addressing this particular student concern.
- There was a general consensus from council that the implementation of these initiatives, and successfully addressing bullying, is an ongoing process dependent on the Safe, Caring and Inclusive Schools team continuing to meet on an ongoing basis. And that the WRDSB continue to support the Safe, Caring and Inclusive Schools initiative.
- Dan Paiva volunteered his assistance and input. He mentioned that the police very often deal with bullying issues outside of school hours. Many victims of bullying (or their parents) will report incidences to the police, and not school administration, if they feel "telling" at school may lead to further harassment.
- Dan Paiva felt there was also a need to educate parents and students about cyberbullying. Parents needs to learn where and how to monitor electronic communications.
- Council member expressed further concerns regarding tolerance, victims feeling safe after reporting bullying, and getting bystanders to come forward.

Reports from Committees ...continued

Fundraising – Staff Wish List

- Teacher Cate McGahey, reported on the results of the Staff Wish List survey. The purpose of this survey was to gain an understanding of staff priorities for funding.
- Cate also surveyed students via LIA and SAC reps.
- Council's fundraisers will be more successful if we can be specific about what we are fundraising for.
- Desirable items from staff and students included:
 - iPads
 - Chromebooks
 - instruments (piccolos and trombone mutes)
 - library books (specific categories were noted)
 - trellis (Garden Club request)
 - sports equipment (volleyball nets & caddies, exercise bands)
 - trees for school yard (student request)
 - art supplies, including paint brushes (student request)
 - vending machines (student request)
 - water bottle filling stations (student request)
- It was decided that Council would like to allocate current funds to some of these wish list items.
- Cate will consult with appropriate staff to determine the urgency and/or "real need" for these items including:
 - one iPod,
 - Chromebooks,
 - library books,
 - volleyball nets,
 - art brushes,
 - trellis,
 - the installation of a water bottle filling station(?).

Action Item

Fundraising – Major Fundraiser?

- Cate McGahey reported that she did not get any formal feedback from teachers in response to her survey about a possible shovel-a-thon fundraiser.
- However, from general conversations, Cate thought teachers would probably be supportive of this fundraiser if Council went ahead and organized the event.
- Michelle Beaupré will establish a subcommittee to discuss ideas for a major fundraiser.

Action Items

Fundraising – Trip Fundraising

- Lesley Doll reported on our trip fundraising.
- Westheights offers families the opportunity to participate in chocolate bar sales and popcorn sales to help subsidize the cost of the grade 7 and grade 8 year-end trips.
- The cost of the grade 7 trip is approximately \$270 per student.
- The cost of the grade 8 trip is approximately \$400 per student.
- Lesley mentioned that last year's distributor may no longer be stocking the Simply Delicious chocolate bars. We may have to go back to the manufacturer, Aunt Sarah's, to source a new supplier.
- There is a minimum order of 15 cases of popcorn. 20 cases were sold last year.
- Families purchase cases of chocolate bars and popcorn upfront, and keep the money collected from sales.
- Chocolate bars cost \$34/case. There are 30 bars per case.
- Bars are sold for \$2 each. The profit is \$26 on each case sold.
- Popcorn costs \$30/case. There are 30 bags per case.
- Popcorn is sold for \$1.50 per bag. The profit is \$30 on each case sold.

Reports from Committees ...continued

- Lesley suggested the following dates for the trip fundraiser:
 - February 20 – Order forms due back from families
 - March 4 – Distribution of chocolate bars/popcorn
 - March 25 – A second order of chocolate bars could be placed if necessary
- Will these dates interfere or conflict with the date of our major fundraiser (shovel-a-thon)?
- To note: The last payment for the grade 8 trip is due February 20.

Grants

- We have not yet received a response in to our application for a "MusiCounts" grant. Grants are awarded in January or February.
- Westheights has been awarded \$1,000 through the Parents Reaching Out (PRO) grant.
- It was previously suggested that Council use the funds from this grant to develop a brochure for parents describing Westheights' "Character Attributes" initiative. The brochure would introduce parents to the language and terminology used throughout the year at our school's "Character Attributes" assemblies.
- It was decided at tonight's meeting that Council would create a DVD for parents instead of a brochure.
- It was proposed that "Character Attributes" assemblies be recorded for the DVD.
- Post-assembly student feedback could also be recorded in the form of a "speaker's corner" booth.
- Consideration will need to be given regarding the use/clearance of student photographs and voice recordings.
- Michelle Beaupré will get in touch with Mr. Bouchard, staff contact, about recording the next assembly.
- Christine Thomas will look into the cost of recording, burning, editing, etc. She will also source the cost of the DVDs and sleeves. (Have students create cover artwork?)

Action Items

Teacher & Staff Appreciation

- The proposed date for the Teacher & Staff Appreciation breakfast is Friday, May 9. This date needs to be confirmed with Principal Nancy Jutzi and staff.
- Tabitha and Andrew Lang have volunteered to coordinate this event.

Graduation

- Michelle Beaupré will be in touch with staff contacts Stephen Bailey and Brock Greenhalgh about coordinating graduation celebrations.
- A photo booth rental will also be sourced for this year's event. Very successful last year.

WRAPSC

- Michelle Beaupré presented her report on the recent WRAPSC meeting agenda items.
- The Parent Involvement Committee (PIC) will be holding their annual Parent Engagement Event ("Rise to Success") on Saturday, April 12. They will be looking for volunteers to help with the event. Contact Angelica_Allen@wrdsb.on.ca if interested.
- The Premier's Awards for Accepting Schools recognizes exceptional and innovative work being done in schools to create a safe and accepting school environment.
- The nomination form for the award can be found on <http://www.edu.gov.on.ca/eng/safeschools/award.html>

Reports from Committees ...continued

Action Item

- Applications are open for students in grades 7-12 for the Minister's Student Advisory Council.
- The deadline for application is February 28.
- Michelle will forward the web site and application information to Nancy for communication with students. <http://www.edu.gov.on.ca/eng/students/speakup/msac.html>
- Minister's Student Advisory Council is a group of students who share their ideas and advice with the Minister of Education on how to ensure Ontario's schools "remain the best in the world." The council is about empowering youth to "be the change."

- The date of the next WRAPSC meeting is February 4 at 7 p.m., Forest Heights Collegiate Institute.

4. Treasurer's Report

- Lesley Doll presented the Treasurer's Report.
- Our current balance is \$1,621.67.
- The only debit to the account this year has been \$100 for the Garden Club.
- Funds should be allocated for the Teacher's Appreciation Breakfast and the photo booth for graduation.

Adjournment: 8:36 p.m.