

## IPS School Council Meeting November 5, 2025

**Location:** Virtual via MS Teams

**Type of meeting:** Open meeting for council members, TDSB staff and public

<b>Attendees</b>	<b>Parent Council Members, and community members</b>	<p><b>Executive:</b></p> <ol style="list-style-type: none"> <li>1. Jennie Lai, Co-Chair</li> <li>2. Kami Shabahang, Co-Chair</li> <li>3. Nikou Ghalebegui, Treasurer</li> <li>4. Erica Lamanna, Secretary</li> </ol> <p><b>Members:</b></p> <ol style="list-style-type: none"> <li>5. Jason Applebaum</li> <li>6. Hanna Bondar</li> <li>7. Airlie Heung</li> <li>8. Arij Javed</li> <li>9. Irina Mishchenko</li> <li>10. Jeff Kearns</li> <li>11. Marseda Shtylla</li> <li>12. Judee Yarmolinsky</li> <li>13. Samira Zarghami</li> </ol> <p><b>Public: (2)</b></p> <ol style="list-style-type: none"> <li>1. Dan Lui</li> <li>2. Ayoola Silvera (joined at end of meeting)</li> </ol>
	<b>Toronto District School Board Staff</b>	<ol style="list-style-type: none"> <li>14. Kiera Vanderlugt, Principal</li> </ol>
<b>Regrets</b>	<b>Parent Council Members</b>	<ol style="list-style-type: none"> <li>1. Tracey Baker</li> </ol>

### 1. Quorum and call to order

Kiera Vanderlugt (IPS Principal) was present for the meeting and 13 out of 14 parent council members were present. Quorum and the school principal was achieved. There was also 1 community member present. Co-Chair Kami called the meeting to order at 7:07 PM.

### 2. Approval of previous minutes from September 30, 2025

VOTE: Council to approve the previous September 30, 2025 meeting minutes draft, previously distributed.

Motioned by Kami; seconded by Airlie. All in favour. Minutes approved.

### **3. Principal's Report**

Principal Kiera Vanderlugt presented her Principal's Report by sharing several updates from October.

#### **Cross-Country Grades 1-6**

The cross-country event went terrific with one student going to the semi-finals. Kiera thanked the Parent Council for donating drinks and snacks.

#### **National Ballet School**

On October 27, 2025, the school had wonderful workshops with The National Ballet School. All students and staff enjoyed having these special guests.

#### **Pumpkin Carving and Halloween Assembly**

Each classroom participated in pumpkin decorating, artwork, and carving with high student engagement. Kiera thanked the Parent Council for donating the pumpkins. On October 31, 2025 there was a Halloween assembly hosted by Ms. Coelho-Freeman's class with various forms of entertainment such as jokes and puppets (grades  $\frac{3}{4}$ ), reading a Halloween Shakespeare poem (grades  $\frac{1}{2}$ ), and a video presentation (JK/SK). The next assembly will be November 11, 2025 in honour of Remembrance Day and December's assembly will revert back to a normal assembly.

#### **Chess Club, Coding Club, Primary Dance, GSA, Student Council, Soccer Teams**

Kiera advised that the Chess and Coding Club for grades 206 began on October 2<sup>nd</sup>. Primary dance, GSA, and Student Council are all underway. The soccer team has commenced with basketball and volleyball to follow shortly.

#### **Field Trips**

Students in grades 1-6 will attend a field trip on November 27, 2025 to Young People's Theatre to watch Shrek the Musical. Students in grades 4-5 went to the Legislative Assembly at Queen's Park and the field trip went very well.

#### **Scholastic Book Fair**

The Scholastic Book Fair was a huge success last year and a great source of fundraising for the school. It was decided to hold it again this year during the first week of December, which will overlap with the December 3<sup>rd</sup> Kindergarten Parents event and the December 4<sup>th</sup> Talent Show for Grades 1-6. After each event has concluded, parents and students can make their way to the book fair to purchase items with all funds going back to IPS.

Kiera opened the floor to questions from Parent Council, none were asked.

## Grade 7/8 Response

Kiera provided an update on the response received from Superintendent Jennifer Chan for the IPS grade 7/8 range expansion. A copy of her response is provided below:

*Dear School Council Chairs and parents at Island PS:*

*Principal Kiera Vanderlugt shared with me the results of the "Grade 7/8 interest" survey that was conducted in May/June 2025.*

*The request for Grade 7/8 put forth by the Island PS School Council was discussed with Senior and Planning Staff. Based on the analysis of enrolment trends and space needs, it was determined that a grade range expansion is not ideal/suitable for the school due to space constraints within the school building and on the school site. As a result, this request cannot be further explored at this time.*

*I am sorry to disappoint you with this news. However, we thank you for your interest and ongoing support of the Island school community.*

*Sincerely,  
Jennifer*

Kiera reiterated the main points for the denial of the grade range expansion is due to space constraints within the school building and on the school site. The planning department does an analysis of enrollment trends and space needs and came to this conclusion.

Kiera opened the floor for questions from Parent Council. A council member asked for further clarification on the response and next steps. Kiera advised that although IPS has two small extra rooms, they are not full-size classrooms. The planning department expects our enrollment numbers to rise in the future, even though they are currently down. The school status for 2026 is closed as the science centers are at full capacity. There are currently no trustees, which does not permit normal processes to be followed such as a community meeting. Bad timing was cited and factors beyond our control such as potential background information known by the planning committee that IPS staff are not privy to. The Parent Council can revisit this within six months time if they wish to do so.

## **4. IPS School and Staff Wishlist**

Kiera presented the IPS School and Staff Wishlist, which is outlined below:

### **Sports, Events and Wellness**

Daily Physical Activities (DPA) and recess equipment bags - \$2,000

Grad Cake, juice, etc. - \$300

Pumpkins for carving festival (completed)

Snacks for Cross-Country (completed)

Hot chocolate, snacks for skate night

Winter Gathering (1 Yonge)

Fun Fair/BBQ

### **Arts, Music, Visiting Performers**

Visiting Performance Spring (play) - \$1,000

Kiera advised that a True Bear performance is \$900.00 plus taxes

### **Yard Gear**

Shed for snow toys, outdoor equipment and loose parts - \$600

Outdoor yard equipment (snow shovels, building tools, etc.) - \$300

Kiera advised the teachers would like to purchase outdoor yard equipment with loose parts such as milk crates, tires, etc., which would be placed in the kinder yard. Staff noticed during outdoor learning the students love to build with sticks, rocks, and any wooden loose parts they can find, which keeps them busy and engaged in the yard.

### **Curriculum Enhancement**

Scientist in the School (7x\$250=\$1,750)

Kiera outlined previously two free scientists came from the Harbourfront Business Association and it went very well. The scientists bring all items to the school and perform science experiments with the students. Kiera noted that a lot of these items the scientists bring the school does not have access to.

### **Technology**

10 ChromeBooks for Students  $10 \times 324.31 = \$3,243.10$

25 Headphones - \$29.99 each –  $25 \times 29.99 = \$749.75$

Kiera advised that the headphones is a popular request from the older students.

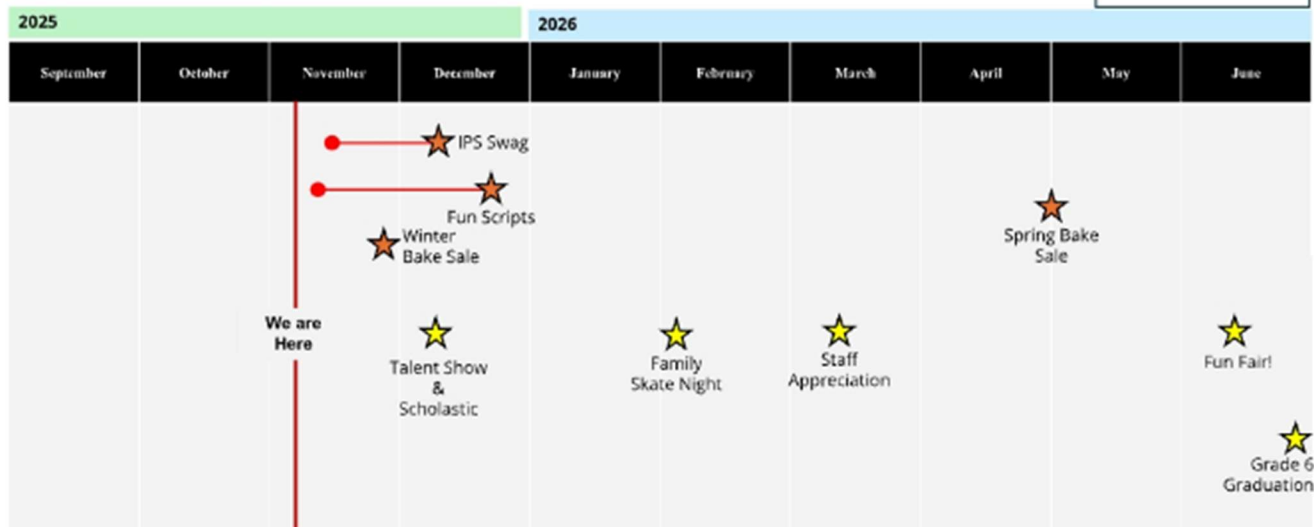
**The parent council discussed the above options, and it was decided that proceeds from the November 20<sup>th</sup> bake sale would support the purchase of yard gear, specifically outdoor yard storage and equipment.**

## **5. 2025-2026 IPS Council Roadmap and Events and Fundraising Planning**

Co-Chair Kami outlined the 2025-2026 IPS Council Roadmap and discussion ensued on upcoming topics and events.

# IPS Parent Council 2025-2026 Roadmap

Below are the series of events that will be taking place through the Sep 2025 – June 2026 school year



## IPS Spirit Wear

An alternative proposal was discussed for the IPS Spirit Wear in lieu of using the previous vendor Marchants to save on costs and direct more funds to the school. Co-Chair Jennie provided background on a fabrication studio at the North York Library (NYL) that can be used free of charge, which includes a vinyl printer that can be completed by library staff and IPS volunteers. Co-Chair Jennie advised the previous cost from Marchants was \$10.00 per t-shirt and higher for hoodies. NYL vinyl printing with the purchase of cotton t-shirts from Michaels would equal to less than half the cost of a t-shirt from Marchants. Next steps would involve Parent Council to send out a form for parents to indicate which clothing items, sizes and quantities to pre-order from Michaels, with the goal to redirect additional funds to IPS.

Co-Chair Kami asked if we wanted to give more choices in terms of colours to vote for along with sizes. A council member asked about the quality of the t-shirts as last year's products were very well done and whether Michaels sell hoodies and any other clothing items.

Co-Chair Jennie clarified Michaels sell a variety of both light and dark colours. The preferred colours based on preferences from parents last year were navy blue and grey. Michaels also sell hats, but it would be best to do embroidery instead of vinyl print as it does not stick well and will lead to poor quality. Co-Chair Jennie recommended to proceed with t-shirts, hoodies, and touques from Michaels.

A council member asked for clarification on the printing of the clothing items and how it would be delivered. Co-Chair Jennie advised an IPS volunteer will complete the printing and delivery of all items directly to the school. Distribution will be the same as last year.

A council member asked if this process is not too burdensome for the IPS volunteers leading this initiative as they felt the profit margins last year were not too bad along with great quality of clothing

items. The Co-Chairs advised they have the volunteers to complete this and want to implement a new process for this year to raise additional funds. It was noted to order additional items to have extras on hand.

**ACTION ITEMS: a selection of t-shirt, hoodies, and touques along with colour options will be provided on the whatsapp Parent Council group for voting. Once voting is completed a Google order form will be drafted and sent to IPS parents for pre-orders. Once pre-orders completed, production of clothing items to commence immediately in order to provide purchased items to parents and students before the end of the holiday season.**

### **FundScrip/Mabels Labels**

Co-Chair Kami flagged that we should bring awareness to IPS parents on FundScrip and Mabels Labels as proceeds from all purchases go directly to IPS fundraising efforts. Consideration was given to other forums of communication such as Facebook, Instagram, Twitter, etc. It was determined by the Parent Council that the best method of communication to the IPS community moving forward is Kiera's eblasts and the IPS School WhatsApp group.

**ACTION ITEM: Hanna to draft this week's eblast for Kiera to include information on FundScrip and Mabels Labels and how proceeds go directly back to IPS. Co-Chair Kami asked for volunteers to draft the weekly eblasts and have a dedicated member to promote IPS events.**

### **TDSB School Council Innovation Grant**

Secretary Erica provided an overview of next steps for the Innovation Grant and asked the Parent Council if this is an item for consideration as the deadline is November 28, 2025. Kiera provided clarification points for the Parent Council's consideration:

- Is there a topic of passion that the Parent Council would like to apply for?
- What would the Parent Council use the grant money for? Kiera provided an example from her previous school where the topic was gardening and farming. Students went to the garden and took items grown from the garden home and incorporated it into healthy home cooking.
- In the past IPS would get a speaker, which usually was a parent in the IPS community. This has not happened for quite some time. Could this be an alternative to consider?
- Does the Parent Council have bandwidth for this with the upcoming events for 2025-2026?
- What topic of discussion should the Parent Council consider? Topics raised included Artificial Intelligence (AI), screen time, etc.
- Need to thoroughly review the parameters of the grant as it is very specific for TDSB.

A council member clarified that we are under no pressure to apply due to lack of resources and lack of clarification on the topic. Co-Chair Kami asked for a volunteer and if there are none, we pass on the application and not proceed.

A council member recommended we try to apply, even if the Parent Council does not have any ideas at the current moment. Co-Chair Kami advised we can apply, pending the council has a volunteer and capacity to complete the application and all next steps involved.

Kiera asked the Parent Council if the IPS community would be interested in a speaker to come to the school or to host it virtually in the evening hours or perhaps this may not be viewed as a priority. A parent council member shared their viewpoint that this may be difficult for families to commit to during evening hours with workload and childcare priorities. Another factor provided is the small size of the community.

Another parent council member asked Kiera if she can investigate it and determine if there is a topic of interest for the IPS community. An example of a topic provided by a parent council member was healthy food for brain and gut health and whether this would benefit the community. An idea provided was to canvass interest to the community via Kiera’s weekly eblast.

**ACTION ITEM: Kiera offered to review the parameters of the innovation grant with Airlie volunteering to draft the application pending a topic of interest from the Parent Council.**

**At 8:00 PM the Teams meeting link expired and the meeting automatically ended. The Parent Council reconvened the meeting using the same Microsoft Teams link.**

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	<b>Toronto District School Board Staff</b>	11. Kiera Vanderlugt, Principal
<b>Regrets</b>	<b>Parent Council Members</b>	1. Tracey Baker 2. Samira Zarghami 3. Marseda Shtylla 4. Irina Mishchenko

## 6. Quorum and call to order

Kiera Vanderlugt (IPS Principal) was present for the meeting and 10 out of 14 parent council members rejoined the meeting and were present when the meeting recommenced. Quorum and the school principal was achieved. There were also 2 community members present (one joining near the conclusion of the meeting). Co-Chair Kami resumed the meeting at 8:03 PM. The Parent Council resumed discussion on the 2025-2026 IPS Council Roadmap and upcoming events.

## 7. Upcoming Events Discussion

### Talent Show

Co-Chair Kami brought forward a proposal for a change of venue for the talent show for the parent council's consideration. Co-Chair Kami has been in discussions with 1 Yonge Community Centre who have offered their gym space at no cost to IPS. However, IPS events can only be hosted outside of any programming activities at the community centre, which would start the week of December 8<sup>th</sup>. The new proposed dates for the holiday event would be December 10<sup>th</sup> or December 11<sup>th</sup> from 6:00 until 9pm at 1 Yonge. Co-Chair Kami asked for feedback from the Parent Council if there is interest to proceed with the new venue and date and whether we reschedule the November 20<sup>th</sup> bake sale to coincide with this change.

Kiera provided recommendations if the Parent Council were to change the venue and type of format for the holiday get together. Suggestions included a potluck, providing an arts and crafts table, a cookie decorating table, a holiday sing-along, and/or a performer as a form of live entertainment. The event could be pitched as a community fun event versus a fundraiser. Kiera noted with this new format there would be no school and teacher involvement and as such a concert would not be included.

Kiera flagged if we were to proceed with these new dates it be two weeks of back-to-back events with the talent show and Scholastic Book Fair taking place the first week of December and the holiday event taking place the second week of December, this may result in a large workload for the Parent Council.

A council member flagged that 1 Yonge does not permit food in the gymnasium and noted other logistical difficulties in hosting there. Co-Chair Kami clarified IPS is permitted to bring in food and they would oversee cleanup. ***The Parent Council decided not to proceed with this venue and to host the talent show at IPS. The Parent Council will keep this option in mind for future events.***

Kiera mentioned the talent show is solely for grades 1-6 and as such the kindergarten students are unable to participate nor their parents. Kiera suggested to the Parent Council to host a kindergarten event the day before the talent show (December 3<sup>rd</sup>) and the Parent Council members were all in agreement.

A parent council member suggested the Parent Council donate treats for both December 3<sup>rd</sup> and December 4<sup>th</sup> events and all council members agreed to proceed.

**Action Items: Kiera to advise of Kindergarten Holiday Event for December 3<sup>rd</sup> in next eblast along with the December 4<sup>th</sup> Talent Show. Airlie to reach out to Loblaws to receive donations for both events. Items to request include hot chocolate, candy canes, coffee, granola bars, fruit, and any other suitable items for both events.**

## November 20, 2025, Bake Sale

The Secretary flagged to discuss next steps for the upcoming bake sale on November 20, 2025. Co-Chair Jennie provided an overview of next steps, which include the below:

- Request is sent out via a Google form to the IPS parental community asking for baked goods to donate to the bake sale. This will be included in Kiera's next eblast.
- Co-Chair Jennie to reach out to the ferry terminal to host the bake sale inside the ferry terminal and for their assistance in setting up tables the day of.
- Baked goods collected the night before or day of by volunteers and to be brought down 30 minutes prior to the bake sale and set-up on tables.
- The time of the bake sale is usually in the afternoon, exact timing to be confirmed closer to the date.
- Volunteers required before the bake sale to assist with set-up and once the bake sale concludes for clean-up.
- Students and parents come after the ferry boat pick-up and items clear very fast.
- Request for volunteers to assist with the bake sale. Hanna, Erica, Airlie, Jennie to assist with day of logistics and Judee to contribute baked goods for the bake sale.
- Each volunteer to be assigned a role throughout the sale.
- Volunteer to reach out to Second Cup for free coffee – Erica volunteered to take this on.

**Action Items: Hanna to distribute 2025-2026 IPS Council Roadmap timeline of events to Kiera when drafting this week's eblast. Co-Chair Jennie to have staff at the ferry terminal confirm the exact location of the bake sale (either inside or outside the ferry terminal). Secretary Erica to reach out to Second Cup for donating free coffee for the bake sale.**

## IPS Financials

Co-Chair Kami presented the IPS Financials due to technical difficulties Treasurer Nikou was experiencing with her audio. IPS Financials were outlined below with no further discussion:

*Balance as of beginning of year: \$6,446.74*

*To be deposited: Fundschrift profit cheque of \$101.92*

*To be withdrawn: Purchase of 15 Chromebooks for approx. \$4,500.00  
(waiting for update from school)*

*Approx current balance: \$2,048.66*

## 8. Other Business

Co-Chair Kami opened the floor to other business and the topic of the [TDSB IPS website](#) was raised. It was noted the TDSB website is very out-of-date, and Kiera advised that both her and Fiona will work on updating the TDSB website.

**Action Item: Kiera and Fiona to work on updating the TDSB IPS website.**

Secretary Erica also raised the [IPS Student Council website](#) and advised it requires updating and determining the owner of the website domain. The question was asked whether this separate website should remain. Kiera recommended to keep the separate IPS Student Council website apart from the TDSB website. Questions were raised on ownership of the website domain and Secretary Erica volunteered to investigate this and report back to the Parent Council at the next meeting.

**Action Item: Secretary Erica to provide an update at the December 3<sup>rd</sup> Parent Council meeting on the status of the IPS Student Council website.**

A member of the public asked for the location of the Teams link for the Parent Council meeting. A parent council member advised it will be shared in Kiera's eblast the Friday before the meeting takes place moving forward.

## 9. Adjournment

Co-Chair Jennie motioned to adjourn the meeting, seconded by Hanna.  
Meeting Adjourned at 8:41pm PM.

Minutes prepared by: Erica Lamanna, Secretary