

IPS School Council Meeting 2023 09 20

Today's follow up owned by

- Lindsay Stephens
- Jason Applebaum
- Jeff Kearns
- Jennie Lai
- Jen Yeung

Attendees	Regrets
1. Jason Applebaum	1. Abi Wren
2. Jeff Kearns	2. Bidisha De Sarkar
3. Jen Yeung	3. Johnny Tkach
4. Jennie Lai	4. Kate Valiquette
5. Karen Rothfels	5. Krissy Burns
6. Lindsay Stephens	6. Maria Khan
	7. Natasha Benham
	8. Pras Chatterjee
	9. Samira Zarghami
	10. Tracey Baker

Agenda

1. Introductions!
2. Confirm our understanding of the election process
3. Discuss roles we'll fill: needs vs. wants
4. Decide who wants/we want to be in each role
5. Q&A: those in attendance + absent
6. Things we need to start working on (list of needs, budget, major projects, class representatives)

Quorum

Not relevant, discussion only, no decisions taken.

Election process

- See IPSC Election Procedures from Gary Pieters 2023 08 28 at <https://schoolweb.tdsb.on.ca/island/School-Council>, specifically this file: <https://schoolweb.tdsb.on.ca/Portals/island/IPSC%20Election%20Procedures.pdf>
- Parents elect a certain # of representatives to serve on School Council
 - That number is currently set at 80
 - If >80 nominees, vote is held by **all parent community**
 - If =<80 nominations, nominees are all acclaimed
- **Those elected people** (here =<80) **are the School Council members**
- **School Council members (we have 16) vote who will be the School Council executive**
 - Entire **parent community does not vote for the School Council executive**
- Vacancies can be filled in-year (realistically by requesting nominations), see <https://schoolweb.tdsb.on.ca/Portals/island/IPS%20School%20Council%20Filling%20Vacancies%20Bylaw.pdf>

Roles

- Co-chairs (we decided two co- vs one), Secretary, Treasurer = officers
 - These are responsible for attending the (minimum) 4 School Council meetings/year

- Would be on CRA website as directors/officers/trustees of The Lighthouse Foundation
- Other members can fill other executive roles if desired
 - Those roles don't need to be executive, can still lead committees, volunteer groups, etc.
- Roles per TDSB at <https://www.tdsb.on.ca/Community/How-to-Get-Involved/School-Councils/School-Council-Roles-and-Responsibilities>
- Roles from Gary for IPS School Council at https://schoolweb.tdsb.on.ca/Portals/island/general_responsibilities_ips_executive_school_council.pdf
 - Has a lot of great roles to provide focus on important areas, we can ask for volunteers from School Council people + broader parent community

Role ideas from today's discussion – not final!

- Co-Chair: Maria Khan
- Co-Chair: Abi Wren
 - Lindsay Stephens to support Co-Chairs
- Treasurer: Jen Yeung
- Secretary: Jennie Lai
 - Jason Applebaum to support Treasurer & Secretary
- Events Chair: Jeff Kearns
- Fundraising Chair: Natasha Benham? (subsequently declined)
- School Council group to be asked what they think about this, these are ideas only

Q&A

- What are our by-laws, can we change them? Biggest concern is not allowing all parents in attendance at a meeting to vote, currently is only official School Council members (the 16)
 - Investigate using draft bylaws proposed but not passed in previous year instead of whatever is currently assigned (apparently voted in but Gary Pieters doesn't have it) or TDSB default found at <https://www.tdsb.on.ca/Portals/0/community/docs/20220929%20School%20Council%20By-Laws.pdf>
- Should we set standing meeting times now for us to work on things?

Upcoming items & plan

- Teacher/school wish list: Jeff said Gary said this is not a normal thing, is a Scott thing
- School Council has to prepare a financial plan for what will be raised for and how, at <https://www.tdsb.on.ca/Community/How-to-Get-Involved/School-Councils/School-Council-Financials/School-Council-Funds>
 - Will see planning template <https://www.tdsb.on.ca/Portals/0/docs/2022-23%20School%20Generated%20Funds%20Plan%20%26%20School%20Needs%20Assessment%20Forms.xlsx>
 - Intended use of funds must be clearly defined prior to the start of the fundraising and/or documented in the School Council financial plan approved on or before October 31 of each school year.
 - Give teachers individual budget, or ask them to assemble group wish list?

Event ideas

- Halloween event: have dinner at WIA after school, parents can come to island to pick kids up for trick-or-treating rather than having to go home, rush to eat & come back; rent hot dog warmer?
- School spirit gear
- Clothing swap
- Fun fair end of year BBQ
- Survey parents what they want to do & island vs. city vs. virtual at curriculum night
 - School Council do shifts at sticker voting board to introduce us to community
 - Assemble our own list beforehand for voting, solicit additional feedback
- Need to find out what Gary's planned for when so we can support
- Events should be free to attend, no barriers to entry
 - Make revenue neutral or invest? Fundraising as separate activity?
 - Goal is to foster school spirit & connection, not just fundraising

To do

1. Find & distribute proposed bylaws (not passed): **Lindsay** (own files), **Jason** (ask Derek Rayside)
2. **Jason** share role ideas with School Council, solicit input & feedback
3. **Lindsay & Jeff** see if WIA is available for use Oct 31, then add to list of possible ideas
4. **Jennie** ask Gary what events he's planning what days e.g. Winterfest
5. **Jason** ask School Council for input on activity ideas for this year
6. **Jason** ask School Council group for plan to approach teachers/Gary for donation requests
7. **Jason** ask School Council group about setting regular working meetings
8. **Jen** look into Fundscrip <https://www.fundscrip.com/>
9. **Lindsay** to organize & prepare community idea voting board e.g. on flip chart for curriculum night

Minutes written by: Jason Applebaum

Minutes approved by: Jen Yeung, Lindsay Stephens