

# **IPS School Council Meeting 2023 11 07**

## **Today's follow up owned by**

- Abi Wren
- Jason Applebaum
- Jeff Kearns
- Jen Yeung
- Karen Rothfels
- Lindsay Stephens
- Samira Zarghami

## **Previous follow up owned by**

- Samira Zarghami
- Jen Yeung

Meeting started 6:30 via Zoom

<b>Attendees</b>	<b>Regrets</b>
1. Abi Wren	10. Tracey Baker
2. Kate Valiquette	11. Natasha Benham
3. Jason Applebaum	12. Maria Khan
4. Jennie Lai	13. Johnny Tkach
5. Samira Zarghami	14. Karen Rothfels
6. Jen Yeung	15. Krissy Burns
7. Jeff Kearns	16. Natasha Benham
8. Lindsay Stephens	17. Pras Chatterjee
9. Gary Pieters (Principal)	18. Bidisha De Sarkar
• Jen O'Leary	
• Eleonora (Asha G6 mom)	
• Karen (Ronan SK mom)	
• Prasen Agali (Harmin's Dad)	

## **Agenda**

1. Approve previous meeting minutes – Chair
2. Business arising from the minutes – Everyone
3. Fundraising plans for 2023-24 – Group discussion
4. Financial update – Jen, Treasurer
5. The Lighthouse Foundation update – Abi
6. Any other business

## **Quorum**

8 parent council members + Principal = 50% of council  
+4 parents  
Achieved: >50% members, >50% parents

**Welcome** - Abi

## **Motion to approve previous minutes**

- Proposed: Abi, Seconded: Lindsay
- Vote 8/9, motion carried

### Business arising from minutes

- Gary helping Abi get **School Messenger** working
- **Police checks:** Jen waiting on response from Cori, she's waiting for TDSB confirmation
  - Can do it on line yourself: <https://www.tps.ca/services/police-record-checks/>
    - TDSB code needed: 202309TPSOND7EFG
      - \$26.72 pay on line
        - **Submit receipt to Cori @ school for reimbursement**
        - She will requisition a cheque, TDSB finance department will send it
    - Need completed police check to interact with kids at school
    - Abi motion: Use school council funds to reimburse parents for police checks
      - Seconded: Jeff Kearns
      - Vote: 9 in favour, motion carried
    - SUBSEQUENT UPDATE e-mail from Jen Yeung:
      - ~20 parents applied in 2022-23, will have pink paper copy of clearance mailed to home
      - Must send to Cori before it expires – 1 year after issue
        - **Only 7 have sent the copy to Cori for proof & recording**
      - Cori is getting info on how annual reconfirmation will be done (process has changed)
      - **If applying this year, email Cori to request links and directions**
      - Cori wants to have an idea of who is applying
      - New process is more streamlined and can be shared directly with TDSB
      - Must select that sharing option or will need to send a copy to Cori for it to be recorded
      - Reimbursement options:
        - Through School Council, submit to Treasurer
        - Through TDSB: requires Gary's prior approval, then send requests from School Council to Cori
  - **By laws:** need to re-do, TDSB does not have ours
    - Draft by-laws, send to TDSB for approval
    - **Jason, Abi, Lindsay** will work on it

### Fundraising

- Need to decide what \$ will be spent on before raising \$
- Suggested list (not necessarily in order of priority)
  - \$200/teacher fund
  - Computers
  - Playground enhancement
  - School experiences & community enrichment
- Abi motion: priority list for fundraising will be 1-4 as above
- Seconded: Jeff Kearns
- Vote: 9 in favour
- Motion carried
- **Jen, Abi, Samira** to create budget & list of activities

### Fundraising - Gibraltar playground

- Playground restoration denied, has gone back to TDSB, should hear back in 2024

### Fundraising - Computers

- Info from Lana re: possibility to lease Chromebooks (rather than purchase) to save \$
- Summary of e-mails below & discussion:
  - Cannot lease, must purchase outright
  - Donate \$ to school & ask them to purchase from supplier

- How many classrooms/kids have access to devices?
  - Grade 5 & 6s each have their own device, supplied by TDSB
  - Probably 20% of devices are at end of life
  - A little over 190 computers, LY had 210 students each with their own computer
  - Don't need to replace grade 5-6 devices, TDSB will provide those
  - FYI ~30 devices @ \$450 each = \$13,500
- I received the answer to your questions from our IT department and no, we cannot lease Chromebooks. They have to be purchased through our IT catalogue and they come from a Compugen vendor. I have the name of the model for this year and can assist in making a purchase, as I have access to their site and our internal catalogue.
- Please let me know if I can help in any way. The IT reply is below.
- \_\_\_\_\_
- **Short version is Yes, these devices must be purchased through the catalogue** from Compugen.
- Longer version:

Email one:

- As a Publicly Funded Organization (PFO) in Ontario there are regulations and guidelines that must be followed for any purchasing especially that with a significant cost.
- Our computer technology including Chromebooks is part of that. There is a tender and contract procedure which binds us to the selected vendor for the duration of the contract.
- Currently for Chromebooks that is Compugen. The vendor is then also under contract to offer the required volume of agreed upon units and at a fixed cost and service level.
- So yes any Board purchases need to be from our catalog and from Compugen. Leasing is not an option in the contract, but also they have such a short lifespan and little aftermarket values, that you would be paying near full cost to not own the device outright.
- In addition to the legal ramifications, please understand the difficulty of having similar Chromebook units from different vendors, which would then have different warranty practices and possibly different warranty terms. This would become very problematic to manage.
- Additionally, for management (device tracking, updates, etc.) of the Chromebook devices we use Google Management and One2One Manager. There are licensing fees for these services that are built into the purchase cost as listed in the catalog. An outside device would require an individual license to be purchased separately, so if the individual on the parent council believes they can find a cost savings, they do need to add at least \$50 to the cost of external units for this licensing if doing a fair comparison.

Email two:

- Chromebooks cannot be leased.  
In order to purchase Chromebooks that can be supported by TDSB, we suggest the parent council donates the funds raised towards purchasing Chromebooks for the school via this page: <https://www.tdsb.on.ca/TechAccessAll/DeviceAccess>  
Under the "Supporting 1:1 Device Access", they can click on donate now and complete the form. They can make a donation to a specific school to help boost their funding for technology, that way the devices will be supported by TDSB.  
Hope that this answers your questions, if not please email the [businesshelpdesk@tdsb.on.ca](mailto:businesshelpdesk@tdsb.on.ca) for more information regarding Chromebook donations.

**Fundraising - Playground**

- Need to decide how much will invest into playground fundraising over time, e.g. \$x/year for  $n$  years

### **Fundraising – Community enhancement**

- Support grade 6 celebratory events & other things e.g. grad breakfast
- Eleonora working with grade 6 parents to put together a yearbook
- Support for grade 6 graduation events - work with kids & teachers to determine what's required
  - Gary has discretion with school budget to pay for things, e.g. last year \$900 for grad photos
- Include grade 5/6 graduation trip as fundraising event?
  - Putting on celebratory event at school is not for fundraising
  - School Council can support grade 5/6 fundraising - do yearly rather than every 2 years
  - Students & teachers are participating in AIA Christmas Boutique to fundraise
    - Led by Mr. B (Grade 5), Miss Carrie (Grade 6)
  - Plan was to donate to a charitable cause; instead save for trip NY?
    - Is decision for kids & teachers to make

### **Fundraising – School Council plan vs. school budget**

- School's budget spending is at Principal's discretion
- E.g. gave juice box, brownie & Rice Krispy treat to avoid kids bringing allergenic treats to school
- School Council/parents & teachers work with Gary to decide what to spend school budget on
- Teachers have already been telling Gary what they want for the budget
  - Last year gave each classroom \$400, and overall \$5000 for professional development
  - E.g. classroom items: glue sticks, paint, chart paper (consumables)
  - Or can be sports equipment, toys, items for specific student interests
  - Paper is bought by office & centrally available for teachers
- School Council needs to come to Gary with parent recommendations for spending
  - **Jason, Jen, Abi, Samira + any others** to provide input

### **Holiday hoopla: winter holiday event**

- Dec 14, will be a talent show, kids are very excited about it and are auditioning
- School Council to discuss with Gary how to best support e.g. with snacks – **Jeff & Samira**

### **Treasurer's report - Jen**

- Details [here](#)
- No funds available from previous school council, unknown what's in The Lighthouse Foundation's bank account
- From community event (not TDSB/IPS SC funds): \$1416.07 June event + \$76.18 interest = \$1492.25
- Community Halloween event (not TDSB/IPS SC) \$806.00 - \$495.04 expenses = \$310.96 left over
- **\$1803.21 raised by parents/community**
- **\$300 from TDSB**
- **Max available in 2023-4 = \$2103.21**

### **The Lighthouse Foundation - Abi**

- 2022-3 financials not filed with CRA
- Don't have access to bank account
- Previous council not cooperating with transitioning
- Can anyone help by reaching out to Laura-Maria & Walid?
  - Need only 1 person's signature to transition with CRA + bank
- Funds in the account are from parents fundraising, should get those spent on kids as intended

### School Improvement Plan

- Gary - in progress
- Lists aspirational goals for school
- Will be developed collaboratively
- Abi forwarded to group via e-mail, attached here



2023 - 2024 School  
Improvement Plan




EDU - Student  
Achievement Plan Fr


- Who will be working on this?

### School Council checklist to-dos

- Download link:  
<https://www.tdsb.on.ca/Portals/ward15/docs/School%20Council%20Monthly%20Checklist.docx>
- Schedule other ward forum nights – **Karen & Samira**
- Create fundraising budget & plan done – **Jen, Abi, Samira**
- Communicate to community re: police checks – **Abi & Samira**
- SSON (School Statement of Needs) – **do at next meeting or who'll lead/support doing it before then?**
  - Gary e-mailed today, attached here
  - Is to be updated, sent to Gary, who sends to Superintendent, who'll return to us

Blank:  Appendix K - SSON  
rev LN.DOCX

Appendix:  Appendix L - Parent  
User Guide.pdf

Last version:  School Statement of  
Needs 2021-22.docx

- SIP (School Improvement Plan) see section above for files
- Develop by-laws - **Jason, Abi, Lindsay**
  - Template [here](#)
- Gary budget meetings - **Jason, Jen, Abi, Samira** will work together to provide input

### Report cards

- Gary reviewing, go home Tue Nov 14
- Parent-teacher interviews Nov 16-17, will be virtual unless parents want to meet in person, cityside likely at Waterpark Place, island-side likely at school

### Reading assessment

- Gary: IPS uses CASI, CCAT 7 (giftedness test in grade 4), Grade 1 diagnostic tools, + others

### French emersion

- TDSB accepting applications for JK, registration open until Nov 6 or Dec 16 (Gary offhand unsure)
- Registration on TDSB website

### Grade 7 transition

- If we want a grade 6-7 transition info meeting, Gary can do it one evening
- Will be himself, will bring in TDSB central guidance people, student interest programs, maybe former students at different schools
- This would be very useful for parents & kids!
- Strong desire from multiple attendees for Gary to do this!

**Ward forum 2023 10 26 e-mail notes from Samira** (Included here for increased visibility)

- 6 parents that were chair or co-chair in person, +12 members online
- I met Alexis Dawson, a parent who is very much invested and interested in supporting schools and parents that are involved to create a nourishing environment. She was very welcoming.
- The followings were my takeaways:
  - TDSB is really focusing on post-COVID mental health of the students
  - Importance of JOY in school. Engagement. Belonging. Well-being projects and themes
  - Early Reading supports to schools
  - Math is focus. Unlocking fractions, digital math tools and mathematical teaching promotions are and should be the focus of the principal and teachers
  - There is an achievement chart available for each child?
  - Each teacher should by now know their student's reading level? (ask at parent night)
  - TDSB recently has hired 4 coaches and 38 early intervention teachers (ask Ms. Lana?)
  - Resources are available for parent councils and parents at [torontopiac.com](http://torontopiac.com). Melanie and Corine are new Co-chairs determined to connect the schools and share ideas and support one another.
  - Two other ways they suggested we connect are Facebook: ward 9 PIAC and GTA school councils

Motion to adjourn: Abi, Jennie seconded

Majority voted to end the meeting

Meeting ended 7:55pm

**To do**

1. **Jason, Abi, Lindsay** work on by-laws
2. **Samira & Abi** coordinate communication to parents for how to do police checks & get reimbursement
3. **Samira & Abi** get someone to coordinate with Mr. B & Miss Carrie for how school council can support grade 6 graduation celebrations/activities, and grade 5/6 annual fundraising for graduation trip
4. **Jason, Jen, Abi, Samira** work together to provide Gary with school budget input
5. **Jen, Abi, Samira** create fundraising plan
6. **Karen & Samira** determine ward forum nights and schedule into their or delegate's calendars
7. **Jeff & Samira** work with Gary to determine how School Council will support the Holiday Hoopla

**To do from previous meetings**

*Continued on next page*

### To do from previous meetings

8. **Jen** look into Mabel's Labels funding, get our link so we can publish it
  - Link to purchase: <https://campaigns.mabelslabels.com>, search for "Island Public School (Toronto)"
  - Suggest families wait until we run the promotion with Spirit Wear as we plan to do a bulk order and prices are significantly lower
  - Current balance \$17.18
9. **Jen** continue working on Spirit Wear, Abi & Tracey to help, confirm Gary has budget (not from School Council) to buy all 200 (?) kids a shirt
10. **Jen** to follow up on funds spent on ice cream truck and determine 2021-2 donation items
11. **Jen** look into Fundscrip <https://www.fundscrip.com/>
  - Gift card purchasing program that earns 2-10% off each purchase
  - Island Public School Council (32143)
  - invitation code 3G98XT OR <https://www.fundscrip.com/support-a-group/3G98XT>
  - Current balance \$101.92
  - We could do this as a Holiday fundraiser at beginning Dec/end Nov
  - 2 ordering options
    - **Bulk:** families submit a paper order and pay through School Cash, cards sent to school & distributed
      - Require a deadline and lots of lead time
      - Earns more \$ since can pay by EFT, saving 1.99%
    - **Individual:** individuals order whenever they want and pay individual shipping, but credit card payments reduce the amount earned by 1.99%
12. **Samira** find out from Gary # of students (and %) that use hot lunch, find out nutritional aspects

Minutes written by: Jennie Lai & Jason Applebaum (edits: Abi Wren, Jen Yeung, Lindsay Stephens)

Minutes approved by: Abi Wren, Jen Yeung, Lindsay Stephens