



RPPS School Council Meeting
14 June, 2022 – 7 PM

Meeting Minutes

- Interim Chair ~ Sarah Jane Estabrook
- Treasurer ~ Michelle Sinclair
- Treasurer (apprentice) ~ Ewa Pyman
- Secretary ~ Kate Raspopow
- Book Fair Chair ~ Joni Hamlin
- Grade 6 Committee Chair ~ Angie Wagner
- 100th Anniversary Co-chair ~ Todd Lamont
- Hart Shouldice ~ OCASC representative
- Principal, RPPS ~ Heather Mace
- Vice Principal, RPPS - Sandra Miller
- Educator representatives ~ Jane Baron, Christina Hawley
- RPPS Parent Participants
 - Maria Burrows
 - Geraldine Esparza
 - Thomas Geraghty
 - Stephen Goodman
 - Elizabeth Gray-Smith
 - David Mackie
- Guests
 - Sharan Samagh, Family and Community Engagement (FACE) Coordinator
 - Christopher Werly, Incoming RPPS Vice Principal
- Regrets
 - Crystal Holly, 100th Anniversary Co-chair
 - Marion Siekierski, Volunteer Coordinator

1) Land Acknowledgement / Introductions / Maker Space activity

- Maker space activity led by Sandy Miller

2) Sharan Samagh - FACE Team (Family And Community Engagement)

- Provided introduction of her work and past experiences, including with the FACE Team
- Talked about how we can define engagement and successes, as a School Council, as well as how we work together
- Pointed out that collaboration is hard work, and may not always feel good or is positive

3) Review of Agenda

- It was requested, and agreed, that the walking tour of the school would be moved to the end of the meeting. No other changes were made to the agenda.

4) Review of May 2022 Minutes

- *Motion to approve: Hart Shouldice. Seconded: Michelle Sinclair. Motion approved - minutes passed.*

5) Business Arising from Minutes / Review of Action Items

- Meeting norms
 - Council will continue to work on the Code of Ethics; further comments are welcome from members. The Code of Ethics will be presented to the 2022-23 Council to review and adopt.
- Elections - suggested date: 27 September
 - Elections were confirmed for September 27, 2022; the Open House can be used to advertise for Council.
 - Volunteers sought for the election committee.
- Pizza day
 - 170 orders came in. Delivery and distribution will be organized, and involvement of the Grade 6 student who initiated this will be looked at.
- Student Directory
 - It will be emailed out this week.

6) Review / tour of school projects (*note: was moved to the end of the meeting*)

- a) Library
- b) Kitchen
- c) Police station
- d) Kindergarten yard*
 - Parents who were able to stay at the end of the meeting received a tour of the school.

7) Chair Report

- Provided thank yous to leaving Council Members (Joni, Marion) and the Vice-Principal for their work and contributions.
- Working on a calendar for Council with Milestones and reminders, and this would be useful to develop moving forward.
- There has been a change to how the OCDSB structures community use access and filling in the forms. All Council and Committee use will need to apply for use through this system.
- Trustee elections are in the fall. It was mentioned that previously there has been an all Candidates debate in the library.
- Actions that should be considered for next year: the Code of Ethics; reviewing and updating the Council Constitution, as needed; reviewing the Principal Profile; look at the Council seats available and the best approach to fill them.
- Emphasized the role of Council to stay focused on the school and its community to add positive contributions, as well as the need to bring in active parents with a long-term view.
- Council members should let the Chair know if they will be leaving Council the following year, or would like to switch Council roles.

- Asked Committee leads to add information on work done that year to the End of Year Report.

8) Principal Report

- Still have staff absences and shortages due to illness, resulting in much time spent making sure classes are staffed daily. Will have more extracurriculars next year.
- Students and staff are spending more time outside.
- Updated dress code coming out in the fall. All students have the right to express themselves in the style of their choice, but the school should feel safe and comfortable.
- Have looked into the Kinder yard and received options from Facilities (e.g., beams and engineered mulch; logs, rocks, butterfly gardens - need a champion in the school). Sod and astroturf aren't options due to lack of longevity and cost.
- Students had special permission for field trips as all greenspace is adjacent
- Kitchen tearout is a long-term project. An update was provided on the status of the work. Items Council could consider for fundraising next year could be a new fridge and stove.
- Learning commons space is in use, and is arranged for student comfort and creativity, including a small group work area. Have brought in chairs from other areas. Want special seating to accommodate different shapes and sizes.
- Have culled the RPPS library collection by 10,000 books. Cilina is working on how to fill in more for Indigenous learning and cultural representation in the collection.
- The old Police station is being renovated into two classrooms. Floor plans are starting to come out. Teacher resource materials are transitioning to another room.
- Spring Staffing is underway. Allocations are based on enrollment, and RPPS was allocated 23.4 teachers, which is comparable to the allocations of other similar sized schools. RPPS now has 412; projected to be 430.
- Next week will be an in person Open House for incoming Kinder students.
- First day of school is September 6.
- A focus in the Board is on structured literacy, and there will be support materials coming.
- The EQAO system provides more flexibility, but people are still learning the system.
- It's both Indigenous history and Pride month. Noted resources available and activities happening through OCDSB and RPPS.
 - OCDSB Gender equity and expression guide
 - RPPS benches - Every Child Matters; pride; buddy bench; Black Lives Matter (to be added)
- A focus of the next staff meeting is to come back to the student voice (grades 4-6). They will be looking at the results of the April survey, which 92 students completed. Some highlights of the results were that the majority of students reported they believed teachers get along well with students, that they have support outside of school, that there is a positive school environment. Students generally felt that diversity is represented in the school (e.g., learning materials, displays, curriculum content), and their identity is welcomed at the school. About half of students felt they had opportunities to self-express. There was typically 1% of students who responded negatively to these questions. Areas of need identified from the survey related to reported feelings of stereotyping, prejudice, and discrimination being connected to the grades they've received. Also a portion of students disagreed that it's easy to talk to teachers. Results of the survey will be used to help focus on areas of improvement.
- Joni flagged the Kinder open house night as an opportunity to try to promote volunteering. They could have brochure or handout, and slide presentation. Joni will update the brochure, and Sarah Jane will update the slides (Heather to share out).
- Stephen inquired about the budget and timeframe for improvements to the Kinder space.

- Improvements to yard or school building do not fall within a school budget; these are allocated through the District Facilities' budget. This is the decision of Facilities, so we aren't sure on timing.
- Stephen asked who designs, reviews, implements, and tabulates results of the survey, and whether it's available to see.
 - The sample survey was on the OCDSB website, and was circulated to grades 4-6 parents in March, ahead of the survey being done by students.
- Stephen expressed concern on the 1% and asked where the issues and other areas of concern were for this group.
 - The data needs to be looked at more closely, as we currently don't have that level of detail. It was agreed that we need to look at the 1% to see what can be done better.
- Although we have preliminary results, there is not yet a plan for dissemination of survey results, or how they will be used.
- Sharan shared that it's a third party and internal team that summarizes the data: Research Evaluation And Development. She mentioned that in addition to looking at what we do well and leveraging that, it's also good to look at the other pieces to see what can be done. She will share information on who is collecting the data, and Qualtrics (online survey tool) to help how to navigate the data. She mentioned that the OCDSB is trying to standardize what's on its school websites. Overall, this data will allow staff to dig down into the responses and see points of dissonance across survey results and classroom behaviour. They will be able to use this information next year. OCDSB is looking at how they're using their metrics.
- A parent raised that results should be made public for the community. Issues of privacy and confidentiality were discussed.
- A parent mentioned that if we're collecting data, we need to use it for evidence-based decision making, and make it known to the community.
- We want to ensure that this experience is working for kids.

9) Educator Representative Report

- Teachers are trying to finish everything up for the year.
- Upcoming activities include: Spirit Days on Wednesdays for the rest of the year; a staff vs student soccer game; a Summer Play Day (Grade 6 students are helping organize).
- EAs have started gathering student leaders who go into the yard at recess and work with classes - come up with games, etc. They talk through problems with kids with the EAs
- The Mind Up program helps kids understand emotional regulation (e.g., what happens to your brain when it's anxious, or when you're feeling dysregulated).
- EQAO - kids seem to enjoy the new format.
- The Right to Read Inquiry Report has given a push toward structured literacy. Resources are great, but we also have staff doing personal and other education to drive this forward

10) Committee Reports

a) Treasurer

- Summarized the checks distributed for recent Council activities and commitments.
- Indicated that Council won't have to provide funding for the field this year as no work was required. It was clarified that the work is being deferred to November due to the May storm.

b) OCASC

- The previous meeting focused on speakers for the PRO Grants

- The session RPPS (the Math Guru) participated in was shared between 3 schools and ran well. Turnout was mediocre.
- Some schools at the last OCASC meeting, especially elementary schools, thought the speaker options were old for their kids, and timing of the sessions wasn't ideal. Next year will likely have similar roster of speakers.

c) *Book Fair Committee*

- Sarah Jane is Book Fair Committee Chair until Sept 27 as there is no Book Fair Chair. Joni's last meeting will be June 21.
- Targeting to hold Book Fair Nov 4-6, 2022.
- There are concerns that there is less time in the gym, and the amount of inconvenience for the large financial reward was noted.
- There are changes to OCDSB for School Council. Council events are non-sanctioned, so we're not allowed have the school name in advertising. There was debate as to whether this was in the logo only. Heather has asked for clarification, but understands that the event needs to be specified as a School Council-led event, not an RPPS event, in the advertising. Branding TBC.
- Agreed to leave logo as is for now, until we get clarification
- There's a Book Fair party this Thursday.
- Names are being added to the Book Fair plaque - Dave Mackie, Nicole White (past Chair, long-time treasurer for Council).
- Are working out the profit from SWAG, and will let Council know.

i) Book collection dates

- Collection dates have been very successful so far. Always looking for volunteers.

ii) Book Fair storage

- Boxes will be moved around storage locations as different renovations happen.

d) *100th Anniversary Committee*

- Crystal has been working on the website, which is with Matt to be launched. Will be out soon.
- Need to share info on the events to come: the Ice Cream Social (Sept 16), the Strawberry Tea (Spring); and RPPS tulips.
- The Ice Cream Social launch event is focused on the school community. It's a chance to come together in person and celebrate the beginning of the year. Games will be planned. Other ideas are welcome. Timing still to be confirmed before we can advertise.
- Thinking to tie in student leaders into the event, and volunteering opportunities next year. Volunteers can also come from the community.
- Looking for people to send in good photos of RPPC (current), and archival photos.
- The form needs to be submitted by June 30 to hold the event.
- Looking to leverage the Heritage Walk coming soon to advertise the 100th.
- Connected with a former RPPS Principal who has connected with Heather; they'll work on something.

e) *Grade 6 Committee*

- The focus is on the June 28 Leaving Ceremony in the gym. The Grade 6 team and the Council Committee lead have been discussing gym setup and decorations.
- In addition to regular agenda items, the Ceremony will include recognition of Jennifer's contribution at the school. There will be cupcakes and refreshments, as well as a photobooth for students, parents, and others in attendance.
- The Grade 6 legacy mural is still being painted, but will be done by the Leaving Ceremony. It will be used as the backdrop for the photobooth.
- Thanks were given to Joni and Andrew for the cookbook memory book.
- The Ravenous Reader award will be part of the ceremony, but there are no details available yet - will provide details when available.
- The idea to bring back the tradition of Grade 5 parents helping with the Grade 6 ceremony and chaperoning events was raised. It could also be considered that other RPPS kids could help.

f) *Volunteers (lead not present)*

- We should consider spreading the word for help with Spongy Moths.

11) Fundraising

- Pizza fundraiser was discussed earlier.
- Raffle ticket sales are up and active on the Spirit Shop website
 - There are three baskets - Ewa can collect the basket items, make the baskets and bring them to the school in advance of the draw.

12) Other Business

a) *Community Use Bookings - Sanctioned versus Non-sanctioned events:*

- i) Sanctioned events: School Council meetings (7:00 - 9:00) - format / time

27 Sept (Elections)	11 Oct	15 Nov	13 Dec	17 Jan
14 Feb	XX Mar (TBD)	11 Apr	9 May	13 June

- Council agreed on the schedule presented in the meeting agenda, with the exception of the March Council date needing to be approved by next year's Council, once formed, as the regularly scheduled date falls within March Break.
- In addition to holding Council Elections, the Sept 27 meeting should be used to approve the Book Fair Budget. Council Budget would go for approval at the November 15 meeting.
 - ii) Non-sanctioned events
 - 1) 100th anniversary
 - 2) Book Fair: Collection; Set up; Event
- Community Use of School forms will need to be submitted for the events and, as discussed earlier, they will be advertised as Council-led events.

b) *Staff Appreciation/Office Staff retirement [Jennifer Lamarche](#): Thank you & Best Wishes*

- Council agreed to get Jennifer a Gift Certificate and flowers to present at the Grade 6 ceremony.

13) Adjournment (Next Meeting: Sept 27, 7:00, location TBC. Agenda: Elections, other items TBC)