

School Council Meeting Minutes

Allan A Greenleaf Public School

November 14, 2024, 6pm, school library and online

Attendance

<b>Council Members</b>	In person = x, Online = /, Absent = blank		
Shayla Harbridge - Chair	x	Julie Bisbicos	x
Linda Slayer - Treasurer	x	Laura Archer-Townsley	x
Diane Valeri – Community Rep	x	Matthew Lingard	x
Jennifer Valeri – Fundraising Committee co-chair	x	Megan Turnbull	/
Shelley Pillar – Fundraising Committee co-chair	x	Michelle Forbes	
Ashley McTavish	x	Rebecca Dysart	x
Carolyn Osborn	x	Rebecca O’Connor	x
Cassie Campbell	x	Sabrina Thompson	
Erin McAllister	x	Shannon Newell	x
Jacqueline Gaudet	x	Stephanie Hislop	x
Jaime Hunter	x	Steven Valeri	
Jessica Vanderwal		Tammy Grassi	x
<b>Non-voting Positions</b>			
	In person = x, Online = /, Absent = blank		
Colleen Uhler – Principal	x	Tracey Robinson – Teacher Rep	x
Matthew Reid – Vice Principal	x	Linda Hamilton – Teacher Rep	x
Stephen Clarkin	x		

<b>Observers</b>	In person = x	Online = /	
Yvonne Filippance	x		
Benny Howlett	/		
Audrey Houston	/		
Pieter Geerkens (Mathnasium)	x		

Note from the January meeting: the chocolate bars for the December movie night cost \$98.72

Secretary: Jaime Hunter

1. Welcome and land acknowledgement
2. Online participation reminder
3. Approval of previous meeting minutes - Motion: Matt, Second Shelly
4. Reports
  - a) teacher report
    - Update on AAGTV
    - Matt asked if parents could get a copy to watch at home
    - Uhler - all kids participating signed a waiver and she will put it up at the next meeting
    - Volleyball teams are doing great and winning
    - If the Jr. Girls volleyball wins one more they win the city
    - Jen – can fundraising support more school trips. Can they be spread out evenly as she found there isn't as much happening for the grades 6/7/8s. How can we support these grades?
    - Uhler – will sit with teacher and look @ plans for upcoming field trips. Factors to consider are bussing
    - Uhler- will look at scientists in the school
    - Jaime – is the math academy for students who are struggling in math or for students who excel?
    - Uhler- students are recognized to join this group
  - b) Principal report

c) Treasurer report

d) Fundraising report

- Natalee was not in attendance from Hess Street School

- Discussed items needed for Hess St. School

Diane – asked for more volunteers to help make sandwiches

Matt- are there any items that we can prioritize to donate for sandwich making?

Jen – reach out to Diane to see what is needed

-All items can be brought directly to the office

Erin – any requirements for safe food handling certificates, not being put in the fridge right away, perishable food items

Jen – board said we don't to worry and kraft cheese slices are actually not considered to be a dairy product

Jen – was looking into additional suppliers and sponsors for donations.

- Acknowledge Yvonne Flippance and her husband for donating the food for the teacher appreciation day

- Look for a volunteer sign up for the teacher appreciation day

- Left over glow bracelets we will sell them at movie night and carnival

Jen – teacher and parent surveys

o how can we engage more teachers for the teacher survey

o Parents comments got out of hand and most were negative. Need to better explain to parents what counsel can and can not do

Jen – school cash online now has movie tickets

Shelly is going to test it out prior to releasing them

Jen – bingo night

o The legion doesn't have a gambling license she is looking in to how we can get this done

o Discussing the budget for prizes etc.

o Prize suggestions include \$100 per line and \$500 full card

o Will have a DJ and 50/50

Jen brought a motion for the debit machine it is \$489

• The board is piloting them and we got lucky someone dropped out

• Erin – are there transaction fees?

• Jen – the board doesn't offer any other options

• Uhler – explained there is a privacy policy and that the board is comfortable with the machine they are providing. Sue has been trained on it and then sue will train others.

- Motion – counsel to fun to debit machine

Jen - Pro Grant Proposal

- No additional pro grant proposals
- Program idea – “screenagers” there is not alternative option
  - Proposing Jen and Caroline writing pro grant for screenagers full membership
  - Motion – Rebecca, Cassie second

Food Update

Jen Indian Hut

- Butter chicken and rice - \$5
- Butter chicken poutine - \$5
- Might rotate in the schedule

Motion for \$200 gift card for sandwich making

Passed Shelly, 2<sup>nd</sup> Carolyn

Shelly – social media for school counsel? Other schools have pages

Uhler – HWDSB most have Instagram pages

- Ask IT name
- - upkeep
- Can't be school related
- Check for any rules
- Doesn't see it as being a problem

Jen – I have been going to school counsel at other schools

- Want to see how other schools do it
- She has gone to Mary Hopkins, Flamborough Centre

## 5. New and unfinished business

Bylaw Committee

- Matt to chair and Jen will vice chair
- Jen – counsel has to agree that we need a bi-law committee
- Shayla – any questions
- Motion to form by law committee

- Shelly 1<sup>st</sup> Cassie 2<sup>nd</sup>

Matt gave Bylaw Chair Speech

Nutrition Program

- counsel must of part of recommendation
- Uhler
  - funding concerns and options
    - How to run the programs w/ little to no money
    - Lots of grants but need to be able to write them and find the time to do so
  - P.C. grants – Eat well – gives us a per student ratio
    - We were notified we qualified for \$15k
    - How do we use this money
- Jen – now we have money
  - Who will keep this running
  - Until the framework is in place we can not spend the money

Motion for snack program committee – Jen 1<sup>st</sup> Shannon 2<sup>nd</sup>

Erin – can we get clarification on the program at a high level

Uhler – you had to describe how you want to get the food to the classroom

- She suggested buckets
- Buy from nutrition guidelines website
- Dry goods
- Snacks available all day long until the end of the school year

Jen – we can't have further discussion with no sub committee

- Information not available to all

Uhler – money will just sit until framework is in place

Erin – suggested nutrition packs

Uhler – where did they come from

Steve – came from no frills

Erin and Linda volunteer to co-chair the Nutrition Program

For the record: Erin has a conflict of interest related to her work. May need to remove herself from voting or discussions within the Nutrition Committee planning.

Jen – motioned and Diane 2<sup>nd</sup>

6. Voting motions

Annual Report 2023/2024

Shayla – document highlights items from last year’s school council

Jen and Shelly co-chaired the Fundraising Committee

Shayla – chaired the Bylaw Committee

Glen – was the council chair and chaired the Communications Committee

Jen – Communications committee never operated and never had conversations. The meetings never occurred, there is no documentations, and no responses to emails. If we submit this to the board it makes us look like we did things we didn’t actually do.

Erin – confirmed that she was on the committee, there wasn’t a formal meeting, but there were emails and a discussion on Nov. 9, 2023.

Carolyn – does Shayla have to submit it or can it be revised”?

Shayla – it has already been revised once based on suggestions by Jen and emailed agreement to support those changes.

Carolyn – can it be further revised?

Shayla – we can vote on it

Cassie – what is the timeline to have it submitted

Shayla – supposed to have been done at the end of the last school year

Jen – without a formal meeting nothing could officially happen within the committee

Members agreed to have the document further revised. Shayla will edit and bring it for the January meeting.

Decodable books

- Tracey Malcomson, reading specialist – proposal to buy 2 sets of decodable books

Proposal is to purchase 420 books.  
6 copies of each titles total cost is \$1690 + tax

Motion to purchase full series  
Jen 1<sup>st</sup> and Shelly 2<sup>nd</sup>

School gym benches  
we only have two benches  
ask is for fundraising to support the purchase of 2 new benches  
\$595 + tax x2  
Uhler – she will cover the shipping cost

Jen – the money that we received from the board was not reported, if it is enough  
can we use it to cover the benches or the shipping?  
Shayla – if you mean the start up funding, that is only for council administration.

Motion for benches  
1<sup>st</sup> Rebecca Cassie 2<sup>nd</sup>

Erin – for next meeting can we ensure the zoom link works? Many parents were  
unable to attend and couldn't use the link provided  
Uhler confirmed they will look into this and the links are posted on the school  
website.

#### 7. Upcoming events

HWDSB council networking event Tues. Jan 14 6-8pm  
Location details, additional information, and RSVP will be forwarded to council  
members  
b) next meeting is Jan. 16, 2025, at 6 pm

#### 8. Adjournment

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## Principal's Report

Allan A Greenleaf School Council Meeting

November 14, 2024

The dance was amazing! Thank you to everyone who helped plan for the day and make it such a wonderful experience for all of our students.

On Friday Nov. 1, staff took part in PD that supported our learning around Anti-Palestinian racism, Anti-Muslim racism and Islamophobia. The work is directly related to the Boards Multi Year Plan and their mission to ensure that every student experiences a sense of belonging. The training addressed topics related to Islamophobia and Anti Palestinian Racism, which include discussions of discrimination, prejudice, and violence against Muslims and Palestinians.

Progress Reports will be sent home Nov. 19<sup>th</sup>.

CCAT assessments for the Grade 4's have begun.

Bullying Awareness and Prevention Week is next week. Some activities will be planned within each classroom as well as schoolwide announcements.

Portables have arrived. We are just awaiting for the electrical hookup and then fire dept. inspection.

Staff were very thankful for the donations that were purchased for them and the treats in their mailbox.

Ms. W spearheaded the food drive again this year to support the local food bank. The students brought in many canned and boxed food items that were collected and dropped off to the food bank.

Update from the City traffic department. Transportation Systems group have increased the amount of green time for the southbound/exiting traffic to alleviate some of the backup and allow more time for pedestrians to cross.

## **School Council Teachers' Report**

**November 14, 2024**

October flew by with so many great experiences and fun activities for the students. Teachers really appreciated the kind messages, chocolates and gum treats left in our mailboxes by council, as well as the classroom supplies council purchased for us! Thank you!

Here are some of the great activities and events happening at A.A. Greenleaf now and in the month of December.

### **Kindergarten:**

K3 is doing a kindness parade out front of the school on Parkside Drive on World Kindness Day (Nov 13th).

Some of our Kindergarten classes will be participating in an Ontario wide gingerbread exchange in December.

### **Kindergarten, Grade One, Two and 2 Two/Three Classes:**

Creative Connie is visiting over a few days in December to do painting workshops in Kindergarten to Grades 2/3. It is always a fun and informative way for students to create art on a canvas while learning some new techniques in the elements of design for art.

### **Grade 5/6:**

Steinberg: My 5/6 class really enjoyed the dance! Grade 5s going to Crawford Lake/ Milton on Tues Nov. 5, learning about the Haudenosaunee people who lived in that area, supporting our SS curriculum expectations.

In October, grade 6 classes (6A, 5/6 A, 6/7 B) participated in Focus on Nature Workshops. We learned about photography techniques, looked at nature pics of Indigenous photographers, and used digital cameras to apply our learning and take photos in the natural area of Wimberley Blvd. In the afternoon we learned how to use software to edit and enhance the photos we took.

5/6 A is facilitating a Winter Clothing Drive for the month of November, with clothing, boots etc going to the Hamilton Dream Center, who gives away items, nothing is ever sold.

## **Things happening around the school:**

1. Positive Space began and is currently supported by a team of 9 teachers. All students in Grades 4 to 8 are welcome to play games, work on passion projects, get advice, and/or simply hangout. The team is investigating data on the school demographics and climate to encourage representation through a “windows and mirrors” type of format. E.g., Students can see themselves and their cultures/practices, as well as the cultures/practices of others throughout the building.
2. AAG-TV continues to support connection throughout the school. Student Directors are supporting a team of reporters and production crew to bring a 21<sup>st</sup> century multi-media presence to the evolving AAG school community. Directors recently prepared and shared a “special feature presentation” on the origins of Halloween, as well as shared learning materials on the celebration of Diwali. This is in addition to providing traditional experiences like “Oh Canada” and the Land Acknowledgement” in various Indigenous languages, American Sign Language, French, and so on.
3. The Junior Division continues to plan for Experiential Learning initiatives... Some classes were selected to participate in a Rap Poetry unit with the Art Gallery of Hamilton, to visit the Dundas Valley Conservation Area, Crawford Lake, the Hamilton Compost and Recycle Facility, with more ideas currently in discussion. Similarly, upcoming in-school opportunities include investigating sustainable transport with Metrolinx, inter-relationships between climate and diets through Greenpeace.
4. Several teachers have signed up to support extra-curricular learning in math through the HWDSB Math Academy initiative.

## **Sports:**

The Primary/Junior Swim Team (Grades 3, 4, and 5) has a Swim Meet at Jimmy Thompson Pool on Thursday, November 7 at 1:00 pm. Mrs. Marion, Mrs. Hunter and Mrs. Wickson, will be taking over 30 swimmers to compete in the meet. Races include freestyle, backstroke, and relays.

Senior girls' volleyball has made the play offs.

Sr. Boys' volleyball team are doing well. Should be making playoffs.

Sr. Boys' basketball team will be starting in December



Allan A. Greenleaf School Council Summary Report  
Oct 11 to Nov 8th, 2024

Previous summary balance Oct 10th, 2024 \$5,622.16

**SC Allocated Summary**

Previous Balance \$5,622.16

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Summary Total: \$5,622.16

**SC Pizza Summary**

Previous Balance \$0 \$0

**CREDIT**

Pizza Orders 1 (Oct 15-Nov 5) \$6,660.00

**DEBIT**

Pizza Cost \$4,664.64

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Summary Total: \$1,995.36

**SC Pasta Summary**

Previous Balance \$0 \$0

**CREDIT**

Pasta Orders 1 (Oct 17-Nov 7) \$4,206.00

**DEBIT**

Pasta Cost \$3,617.76

Teacher Appreciation \$95.47

Classroom Supplies \$99.16

Classroom Supplies \$98.59

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Summary Total: \$295.02

**SC Sub Summary**

Previous Balance \$0 \$0

**CREDIT**

Sub Orders 1 (Oct 18-Nov8) \$2,565.00

**DEBIT**

Sub Cost \$2,148.37

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Summary Total: \$416.63

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**MISC Fundraising**

Previous Balance	\$0	
<b>CREDIT</b>		
Diwali/Halloween Glow Bracelets/Samosas		\$1,309.00
<b>DEBIT</b>		
Glow Bracelets cost	\$162.79	
Samosas cost	\$459.91	
Diwali Plates/Napkins	\$34.96	
DJ for dance	\$200.00	
<b>Summary Total:</b>		<b>\$451.34</b>

**SC Movie Night Summary**

Previous Balance	\$0	
<b>DEBIT</b>		
Film Movie Licence	\$917.90	
<b>Summary Total:</b>		<b>-\$917.90</b>

**Total Summary Balance: \$7,862.61**

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**Estimated Profit food days not complete on summary**

Session 2 Pizza 2504 slices	\$1,878.00
Session 2 Pasta 740 bowls	\$666.00
Session 2 Subs 405 \$	\$405.00

**Total: \$2,949.00**

**Allocated funds still on Summary**

Milk Program	-\$800-\$1000
Movie Nights	-\$1091.10

**Total: -\$2091.10**

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## Summary Funds used for Student Experience and classroom supplies

### October 2024

Oct 21 <sup>th</sup> Diwali celebration Items	\$34.96
Oct 28 <sup>th</sup> DJ for Halloween dance K-8	\$200.00
Oct 28 <sup>th</sup> Classroom Supplies K-8	\$98.59
Oct 28 <sup>th</sup> Classroom Supplies k-8	\$99.16
Oct 28 <sup>th</sup> Teacher Appreciation	\$95.47

**Total: \$528.18**

### NOVEMBER 2024

Nov 5 <sup>th</sup> Films Movie licensing K-8	\$917.90
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## Fundraising Committee – Report and Update

### Documents Referenced and Provided to Council at Large

- November FUNdraising agenda
- November FUNdraising meeting minutes
- Parent survey notations, compilations and reply
- Teacher survey notations, compilations and reply
- Spending motion of \$200.00 for Hess Supplies

### Hess Street

#### Sandwich making supplies for Hess and AAG based on 35 wraps 33.5 sandwiches

ITEM	QTY	PRICE	TOTAL	Used Percentile	Cost Per Use
Bread	4	1.97	7.88	100	7.88
Tortillas (10)	3	3.97	11.91	100	11.91
Kraft thick cheese	2	11.27	22.54	75	16.905
Dora Strawberry jam	2	3.97	7.94	100	7.94
Zip lock bags (300)	2	5.97	11.94	10	1.194
Cream Chesse (Pack of 3)	1	6.99	6.99	100	6.99
Margerine	1	6.97	8.68	20	1.736
			<b>77.88</b>		<b>54.555</b>
		<b>Per Unit Price</b>	<b>0.80</b>		

- The sandwich and wrap making program is underway, and we have moved the program to Mondays at AAG from 930-1030
- A portion of what is made stays at AAG and we will monitor and gauge popularity
- The wraps and sandwiches are dropped off to Hess
- So far, our team has all donated supplies
- Diane has offered to take on this program and run it on Monday mornings so please sign up, and when you do note if you can bring a supple noted above
- We are asking for a budget ask of \$200 dollars in the form of a Walmart gift card so Diane can fill in any gaps of what volunteers cannot provide
- Ratio of AAG to Hess will be 30/70 approximately
- Please welcome Natalee Collins to discuss her school and their needs

### Teacher Appreciation

- We started by putting some treats in their mailboxes in recognition of their hard work and feedback

- We purchased approximately 200 dollars worth of requested and noted supplies to take as needed
- We have scheduled a pot luck for December 18<sup>th</sup> and Marcianos in Waterdown, owned by the lovely Yvonne and her husband Mike, will be providing the majority of the food
- Please look for signup on how you can add and the supplies we will still need for this event

#### Diwali and Halloween Dance

- Some of us came to take a look at how things were going and how we could improve
- We would love to expand the dances, but noticed food and drinks would likely be impossible due to the crowding mess and safety
- Always have a separate table for requests, perhaps having classes submit a few ahead of time
- Lights etc would be fun for the kids
- Over 360 samosas were delivered and the feedback was largely positive
- We sold over 580 bracelets, and have many leftover for another event

#### Teacher Surveys

- We got 16 replies which represents about 25% of the building
- The results were overwhelmingly positive, with some remarks and notations to take away
- Many of the appreciation items were to acknowledge some of the asks
- A reply was crafted under the format of what we have done, what we cannot do, what we plan to do and some items of clarification
- This reply went out to teachers the week of Halloween

#### Parent Surveys

- We got 61 replies which represents about 4% of folks who potentially received the survey
- The results were mixed, and although there were some constructive pieces, much of what was written was based on misunderstanding of the council role
- A reply was crafted under the format of what we have done, what we cannot do, what we plan to do and some items of clarification
- This reply went out to families the week of Halloween

#### Meeting Minutes – NOVEMBER 8<sup>th</sup> meeting



- Meeting was held November 8<sup>th</sup> in Waterdown
- Agenda was shared with council prior to the meeting
- Minutes have been shared as well
- Nothing from that meeting has been actioned on quite yet, but we are working on our next steps for some processes upcoming
- We discussed our movie night, bingo plans, Hess street planning and ProGrant Proposals

#### Movie Night

- Shrek the halls and Kung Fu Panda short with a go noodle in between
- Tickets for entry and food items will all be two dollars and available on school cash online
- Food tickets will also be available at the movie night
- We will have a fun backdrop for photo ops

#### Legion Bingo Night

- End of April date, adults only
- Tickets will be 25 to 30 dollars, still working on cost
- Dj, two bingo cards, catered food
- We will make some money off of drinks
- Selling to AAG families first and then the greater public
- Discussed having some stag and doe type games as well

#### Pro Grant Proposals

Jennifer Valeri – Screenagers, information provided to council at large

#### Food Update

- All programs are running well, some slight changes but nothing major
- If teachers could please make sure we're made aware of classroom switches and trips so we can plan appropriately it would be appreciated
- We are now providing food to two families at no cost as they identified being in a state of need
- Samosas are ready for order and will be delivered December 11<sup>th</sup>.
- The Indian Hut is asking to join the food rotation as a vendor. We'll be discussing how we can diversity our options without having 4 meals a week.
- The fridge for milk has been purchased and has come in under budget. We will see this reflected next month, and in January delivery will begin on Wednesdays. We will

make 5cents off milk making it 80cents a container. Erin has also secured a grant for the fridge which may cover up to 800 of the fridge's cost and this will again be reflected in a later treasurer's report.

- The milk program has sparked conversation about running a snack or nutrition program at AAG. Under provincial legislation councils must be consulted before a program framework is decided upon and therefore, we are putting up a sign up for a subcommittee that will need to meet before councils next meeting and begin that framework planning. This was a hypothetical as these programs require funding however we may have received funding in the form of a grant, as the principal will discuss. We cannot spend grant money without the program framework.

#### Spending Motion

- The FUNdraising team makes motion to spend 200 dollars on supplies to be used for sandwiches and wraps for Hess and Greenleaf as needed and controlled by Diane Valeri. This will be a gift card purchased and derived from as needed

Proposed by: Jennifer Valeri

## Motion – Literacy Coach books funding

The literacy coach, Tracy Malcomson, would like to purchase the Full Series Bundle of Decodable Books for the student body. They are a k-8 resource.

Class-sets – Full Series Bundle: \$1,690 Canadian + taxes (approximately \$220).

- This Classroom Set contains 6 copies of all 70 Titles (10 Yellow, 10 Green Fiction, 10 Green Photo, 10 Blue, 10 Teal, 10 Red, and 10 Purple).
- 420 books in total
- Each book has a free, downloadable Teacher Tip Sheet under our "Resources" section

This motion is to purchase the Full Series Bundle of Decodable Books for approximately \$1,910 (taxes are estimated).

Proposed by: Tracy Malcomson (literacy coach) and Principal Colleen Uhler

## Motion – Gym benches

Currently, there are only three benches in the gym. With our growing school community and expanding events schedule, this leaves many parents and family members standing during events.

This motion is to purchase two benches for the gym from Marchants for \$1,345.72 plus shipping (finalized after an order is placed).

Proposed by: Principal Colleen Uhler