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| **Meeting Date & Time:** | Monday, Sept 10, 2018 | |
| **Meeting Participants:** | | |
| Jane Brown (Chair) | | Mair Gault (Principal) |
| Stephanie Sambells | | Sara Dick |
| Amanda Dawson | | Joan Moynihan |
| Monica Chamberlain | | Bryan VanDerZuet Stafford |
| Kate Borthwick (Secretary) | | Lori Kush |
| Cassie Broadhead (Staff) | | Cynthia Hayes |
| Harshika Arora (regrets) | | Jared Carroll |
| Stacey Murphy | | Keilani Carroll (regrets) |
| Maureen Battaglia (staff) | | Emily Nascimben |
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| **No.** | **Agenda Item** | **Summary Notes** | **Actions** |
| 1 | Welcome | Jane welcomed everyone to the meeting at 6:15 p.m. |  |
| 2 | Approval of Agenda & Minutes | Two items were added from Keilani via email:   * Therapy Dogs & TD Book Week |  |
| 3 | West Willow Village NG | Monica gave a report and noted that the information about WWV NG is available via the MWPS website in the resources section. See attached Newsletter from August.  The Neighbourhood Group received approval for the MWPS Babysitting Red Cross Course for the PA Day September 28, 2018. See attached flyer.  The Fall Fair is planned for Saturday, September 22nd at Margaret Greene Park 11-3pm; there will be inserts in the Guelph Tribune and flyers coming next week for the kids; volunteers are needed for coveted jobs like the Candy Floss Machine, supervising bouncy castles, handing out hot dogs, talking to families and running facepainting, button making and art stations.  The Co-operative Youth Farm highly successful with 23 youth who signed up for high school credit running the Summer Coop Market Garden Business, the neighbourhood summer market at Westwood. Lots of growth in skills, friendships and leadership. This is the second year that a high school credit has been provided to participants. The program has grown since its start in 2014.  There was 7 weeks of summer camp was run at MWPS, kids had a great time and we were fully enrolled. This summer the NG hired 18 youth from the Neighbourhood, which fits in to our goal to increase training and employment opportunities for young people  The Neighbourhood Group provided 134 Back to School backpacks & school supplies and had free hair-cuts courtesy of Three Willows Church.  We will be starting to plan the West-end Salvation Army Christmas Hampers on Thursday this week and before we get to that we will try to have another Thanksgiving Meal program as we did last year, providing vegetables, turkey or chicken to families in the Neighbourhood; there are about 100 families who regularly connect with the NG for supports.  Taxes are done all year round and the NG can help people with tax returns.  This year is our 20th birthday 2018-2019 and we are excited as we have some new things planned! |  |
| 4 | Staff Report | Cassie & Maureen provided a report.   * Intermediate soccer & football sign-ups are starting. * Intermediate cross-country. * Library helping opportunities. * The music program is running a concert band and practices will be after school. * Student Council would like to coordinate with School Council in regards to fundraising. Will share the schedule of events when available. Will try to avoid asking for money. * Motto Award - Grade 7 & 8 - Recognition for kids at school for various aspects of school life that align with the motto. |  |
| 5 | Principal’s Report | Mair gave a report.   * She talked about how the Motto impacted the start of the 1st year for the staff & students. * The motto is not only for the students, but also for the staff and broader school community. * School Climate Survey - would like to encourage parents to complete the survey. Students & staff also complete surveys. Mair shared results related to Anti-bullying and safe-schools strategy. Information will be on the web-site.   + Over time there has been an increase in students reporting bullying and the perception that reporting was impactful has increased.   + There has been a drop in incidents reported.   + The positive responses to whether students look forward to coming to school have increased over time.   + Staff recognize that it is a constant learning need to be able to help students dealing with mental health & behaviour issues.   + Student Concerns - Pressure about school work and being too busy.   + Most common forms of bullying - physical & cyber-bullying.   + Concerns vary based on age, but students are concerned about bullying related to learning differences, appearance and marks.   + Will continue to set a goal to reduce bullying and provide supports for staff.   + Strategies - Zones of regulation (primary grades), yoga/mindfulness (intermediate grades)   + Assemblies to focus on inclusion. * The new Vice-Principal is Sarah Garrett. * Snack Program starts Nov 19th. |  |
| 6 | Treasurer’s Report | Jared gave the Treasurer’s Report - As of Sept 10, 2018  1. Balance of $1,243 This balance includes the $1K reserve we keep year-over-year. It can be used for our upcoming School Council back-to school event (Mitchell Woods Open House – Sept 27), knowing that funds will be replenished once fundraising efforts kick into gear.  2. Account revenue since last meeting in June:  Lunchbox Orders - $65.70  3. Things to keep in mind:   * 2017-2018 Commitments - All our end-of-year expenses were accounted for and cleared the account prior to the 2018-2019 school year HST Rebate – typically September is when * **HST rebate** monies are received by the school for 2017-2018 purchases. It is up to the principal’s discretion whether the rebate be returned to School Council for purchases School Council money was used for or absorbed into the general school account. The previous year’s rebate was $383.88 that was returned to School Council. * **UGDSB School Council Grant** – is a $500 grant given to School Council at some point in the Fall. Last year’s grant was used to purchase 2 new lobby chairs and although there had been discussion on using this year’s (2018- 2019) grant for that $1000 expense ($500/chair), it was decided that we would use existing funds for the balance instead. This year’s grant can then be used for another School Council project. * **Items to budget for** – Should we wish to apply to TD Author Week for May 2019, (and should we be chosen as a venue), the cost will be $250 (up from $200 last year) and will need to be included in our budget. The dates are May 6 – May 10, 2019. | Mair to process the HST rebate. |
| 7 | October Meeting Elections | Jane asked people to consider taking on roles with the school council. | All to let Jane know if they would like to take on an Executive Role this year or in the future. |
| 8 | Open House Event September | The Open House is planned for Thursday, September 27  5:00 - 6:00 p.m.  Booths   * Local Services - Immigrant Services, library, west end rec centre, west willow village, library * Spirit Wear, Music Wear, Gym Wear * Fresh From the Farm * School Council   Food   * A variety of food will be available * Tickets will be distributed at the tuck shop   6:00 - 7:00 p.m. - Classroom Visits  Grade 8 Parent Info in the Library @ 6:30 p.m. | Jane will circulate an email with volunteer jobs - all to reply with what is possible to help out.  Volunteers to arrive at 4:30 p.m.  Jane to request translation of the order form that will be posted on the web-site. |
| 9 | Parents Reaching Out (PRO) Grant | The PRO Grant Event is planned for October 13th - Pancake Breakfast   * Speaker from the Guelph CHC to talk about their Program: Circle of Security. * Displays will be available for local services, school clubs and activities. * There is help needed the day before and the day of. Set-up - Fri, Oct 12 @ 4 p.m. * October 13th volunteers are asked to arrive @ 6:30 a.m. to start cooking pancakes. Volunteers for clean-up will also be needed. * Theme: 3rd line of the School Motto: “At Mitchell Woods we are CONTRIBUTING our best to make our school community awesome!”   Breakfast @ 9 - 10  Program @ 10 - 11  Displays @ 11 - 11:30  Amanda noted that in the future there will be a need for new volunteers to help with the planning committee. Also, a new lead for the planning would be welcome.  Note: Booth will be available to place Fresh From the Farm Orders | Amanda will do an announcement to request help from students and teachers.  Cassie to provide a list of all the clubs and activities. |
| 10 | QSP | Stacey reported that the QSP Fundraiser - Magazines & Cookie Dough   * Forms to be distributed during the week of Sept 24 * The pick-up - Cookie Dough - Nov 20 * Instead of prizes, QSP will give a donation to the GGH Children’s Ward, based on the funds raised. | Volunteers will be needed for the pick-up day. Stacey to coordinate. |
| 11 | Fresh From the Farm | Monica gave a report about the Fresh From the Farm fundraiser.   * The due date for orders will be Monday, October 10th. The forms will be distributed during the week of Sept 24. * Distribution Date - between Nov 5 - Dec 6 - notice will be provided 10 days in advance. * Forms and display will be at the Sept 27 Open House. | Volunteers will be needed for the pick-up day. Monica to coordinate. |
| 12 | Other Items | Movie Nights (Stephanie)   * It was agreed that Movie Nights will be planned during the year. * The 1st Movie Night will be on Nov 29th   Milk Program (Stephanie)   * Will be offered through the Lunch Box program   Popcorn Sales   * Popcorn will be offered again this year and the program is a fundraiser for the music program. Sale of popcorn will start on Sept 19.   Lunch Box Program (Amanda)   * On-line ordering service for foods, including pizza & milk. * The program is a fundraiser for the school. * There will be a team of students distributing food. * Forms will be going home over the next couple of weeks and will include details about options including Booster Juice, Pizza and other local restaurants. * Orders can be placed throughout the year and don’t have to be completed on-line. There is a phone option for orders. * There is a need for a volunteer to take on running this program in the future.   Therapy Dogs   * Mair noted that there will be a reading program with dogs. * Arrangements for Therapy Dogs will be made this year.   TD Book Week   * Kailani is willing to work with staff to make arrangements. |  |
| 13 | Adjourn | Meeting adjourned at 8:05 p.m. |  |