



**William Dunbar Public School  
School Community Council (SCC)  
Minutes**

**Date:** October 17, 2019  
**Place:** Library  
**Time:** 6:30pm

**Principal:** Jill Foster  
**Vice-Principal:** Tanya Hawthorne  
**Co-Chairs:** Shannon Belmore & Katie Coppolino  
**Treasurer:** Alina Popa  
**Secretary:** Lisa Appelbohm

Attendance: Terry Doyle, Ayesha Sardar, Lisa Todman, Heather Mason, Lisa Tsobanos, Sahaba Mufallal, Shawna Gamblen, Lisa Todman, Paula Ironside, Mohsen Hussain, Christine Komljenovic, Meghan Hurst, Rachel St. Louis, Nilu Mahavitane, Manjula Selvarajah, Anita Ross, Ramesh Rajashaghan, Jason Gamblen, Kaustubh Kala, Nicole Goodfellow, Nikki Ilkov, Brenda Knapp, Beverly Tigert; Teacher Representative: Meg Feniak(grade 6); Jill Foster, Tanya Hawthorne, Shannon Belmore, Katie Coppolino, Alina Popa, Lisa Appelbohm

Regrets: Kathy Theberge

<b>Agenda Item / Action</b>	<b>Notes</b>
6:30 pm Meeting called to order	Katie called meeting to order and welcomed all. Brenda read Indigenous Land Acknowledgement Introductions
Approval September 2019 Minutes	Motion to approve Bev Nikki Second
Principal Report -See attached Improvement Plan	<p>Jill Foster and Tanya Hawthorne presented:</p> <p>The 2018-2019 annual provincial assessment (EQAO) results that grade three and grade six students take for reading, writing and mathematics were presented and discussed:</p> <ul style="list-style-type: none"> <li>-both grades (grade six results represent approx. ¼ gifted students) scored above board and provincial standards in all areas.</li> <li>-trends 2015-2017, 2016-2018, 2017-2019 for grade three showed opportunities for focus on the writing program targeted at topic development and organization skills. Mathematics and reading trajectories were improving.</li> <li>-notable grade six trends for same periods show highest percentages for student attitudes in liking math. Reading and writing score trajectories were stable in the low 90's%. The trajectory of mathematic scores improved 69%, 74% to 76% respectfully and continues to be a strong focus.</li> </ul> <p>-EQAO data is analyzed by a team of teachers guided by administrators to identify the now grade 4 and grade 7 students' knowledge gaps. The team,</p>

with identified knowledge gaps collaborate and brainstorm most effective approaches and determine key areas of focus. This approach ensures WD teachers are in sync and students receive quality, tailored education that meet their specific needs.

The School Improvement Plan 2019-2020 was presented:

- Michael Barrett, elected official and chair of DDSB and Lisa Millar, Director of Education DDSB provide a structured improvement plan that prescribe strategic priorities and operating goals for all schools in DDSB. The priorities focus on well-being, leadership, equity, engagement, innovation and benchmarks.

-William Dunbar staff analyze all data available (EQAO, student/faculty feedback, etc.) to determine strategic goals for WD students for literacy and numeracy with specific targets for the Primary, Junior, Grade 7 and Grade 8 students.

-SCC was provided a copy of our plan and were asked to identify terminology that was not understood so a glossary can be created by the students. The goals established are impressive but the administration has confidence in the teaching staff and work ethic of WD students to achieve the goals set for them. It is imperative for success that students take ownership with activities like creating a glossary so they understand fully, can explain to others and have insight on how they will be evaluated.

-Update on discretionary funds and \$1500 Recess Equipment:

-26 classes (not 28) have access to \$100 and some items purchased were boxes to store and transport student work, STEM items, a speaker, and noise cancelling earphones. \$200 will be given back go SCC.

-A bulk order has been placed for recess equipment that students of all ages were canvassed by teachers for their preferences. A bucket of balls, skipping ropes and mini stick nets are being used daily now by students.

-Mrs. Foster expressed her gratitude to SCC for funding those items.

Walk to School Wednesday:

-This initiative has been a great success as a result of Kathy Theberge's leadership and tenacity. The impact on traffic flow on Wednesdays in kiss and ride has improved dramatically. Kathy's dream is to carry this initiative every Wednesday throughout the year.

Volunteer of Distinction 2018/2019:

-Kathy Theberge earned Volunteer of Distinction Award. She is a caring volunteer who is an active, engaging and organized member of our school community. She is approachable and always there for others and helps students and faculty in several ways and participated in numerous SCC initiatives over the years. She has a son now in grade seven and a daughter in

	<p>senior kindergarten. She will be recognized as a Volunteer with Distinction at DDSB ceremony on Thursday, October 24, 2019. Thanks Kathy!</p>
<p>Characteristics of a Principal Activity</p>	<p>Leadership qualities for future administrators were brainstormed by SCC representatives in small groups and provided to co-chairs who will consolidate the feedback and provide to Anne Marie Laginski, Associate Director – Academic Services, DDSB.</p>
<p>Fundraising Strategy -See attached notes</p>	<p>Katie Coppolini provided draft notes and draft plan and a brief explanation of how SCC funds are raised and allocated and explained that a long term fundraising goal is for a digital sign which is estimated at \$20,000-\$25,000 and planned for fundraising over 4-5 years. This cost does not include the maintenance and repair which will be investigated further.</p> <p>-Mrs. Foster stated teacher requests for SCC funding slowly start coming in now that the school year is in full swing and will be presented at November’s SCC meeting. A few requests known now are for music program, physical education and STEM items.</p> <p>-Fundraising chair and separate committee is still required. Interested parties are to email Shannon.</p> <p>-Changes to record keeping and administration of the money collected for tighter controls and auditing has occurred which needs to be considered to ensure the SCC is following proper protocols.</p>
<p>Treasurer Report -See Attached</p>	<p>-Alina Popa, confirmed \$5000 in SCC account is earmarked for digital sign and the current available balance for SCC to disperse from is just over \$2000 and will be debited \$200 noting Mrs. Foster’s report that 26 classes not 28 have been allocated \$100 each in teacher discretionary funds.</p>

<p>Dance-a-thon Update</p> <p>VOTING OCCURRED</p> <p>-Approval to release \$1,635.00 for overhead costs</p>	<p>Bev Tigert and Nikki Ilkov provided update on SCC's 2<sup>nd</sup> fundraiser of 2019/2020 which is our annual Dance-a-thon scheduled for October 31, 2019:</p> <ul style="list-style-type: none"> <li>-Information and pledge sheets were sent home with an outline of the schedule, prizes for pledges collected.</li> <li>-Theme is glow in the dark and dancers are encouraged to wear white which is optima for the glow lights.</li> <li>-Costumes are welcomed and students can wear them to school if their scheduled dance time is in the morning.</li> <li>-A display booth is completed in the foyer and community is asked to promote the event and get sponsors with most money raised in age groups and class chance to win prizes!</li> <li>-Where possible, promote cash on line as it saves administration time.</li> <li>-Cindy in the office has been helpful managing some cash pledges and online donations received so far.</li> <li>-Interactive DJ Trevor will have activities for the younger students during their dance time. Historically, the intermediate students prefer to be left on their own and the DJ has been instructed to not push for their involvement. Intermediate students will be asked to request their favourite songs and Mrs. Foster will lead older student engagement, promoting of the event by soliciting their student voice and finding ways to engage them with school announcements and marketing of event.</li> <li>-Volunteer sign-up sheet was distributed and people asked to sign up for time slots.</li> </ul> <p>Two stations will be set up and need volunteers to sell and manage cash:</p> <p>Station selling items: \$1 glow items, Halloween themed</p> <p>Station selling snacks: water, snacks, candy will be sold and must be consumed in the hallway or in classroom for kindergarten students</p> <ul style="list-style-type: none"> <li>-Shawna will need some help decorating before the event starts and after the event to clean up.</li> <li>-Volunteer to circulate intermediate dancers to alleviate the teacher's responsibility.</li> <li>-Two cash counters will be needed to stay at end of event.</li> </ul> <p>\$50 gift card prizes for most pledges raised will be rewarded to kindergarten primary, junior and intermediate groups.</p> <p>Bev and Nikki have donated \$100. Therefore, \$100 prize cost has been incurred. Of the 26 classes, the class who raises the most money will be awarded a pizza lunch with a forecasted prize cost of \$100.</p> <p>Lisa motioned to release funds from SCC account to cover overhead costs for Dance-a-Thon; seconded by Bev.</p> <p>Quorum was achieved with 10 members voting unanimously to release the following funds:</p>
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	<p>\$1015 for DJ          \$100 for prizes          \$100 for pizza party          \$50 for decorations          \$120 glow items          \$ 50 candy          \$200 discretionary (water, other snacks for sale)</p>
<p>Motion to Adjourn Lisa          Second Ramesh</p> <p>MEETING ADJOURNED          8:30PM</p>	<p><b>Go Dunbar!</b></p> <p>NEXT MEETING DATES:          November 21, 2019          December NO MEETING          January 9, 2020          February 6, 2020          March 5, 2020          April 2, 2020          May 7, 2020          June 18, 2020</p>