

**WOSS School Council Meeting
May 15, 2006
Minutes**

In attendance:

Jackie Williams, Chair
Dianne Moseley, Treasurer
John Stieva, Principal
Rob Soden, Vice Principal
Jenna Harkness, Student Rep
Sue Monaghan, Public Health
Esperanza Flores, parent
Simon Khanna, parent
Elaine Moores, parent
Daniel Niebert, parent

1. Feb. 20, 2006 and April 10, 2006 Minutes

Minutes approved and will be posted on the council web site.

2. Student Council Report

Jenna reported that there will be a dance May 18th with a Caribbean theme, a BBQ on May 27th sponsored by the SuperCentre to raise money for the year end carnival, the year end carnival on June 8th (looking for volunteers for the dunk tank), the Prom (school-sponsored this year) on June 29 at the Mississauga Convention Centre (ticket purchase for the Prom has now closed).

3. Chair's Report

a) Family of Schools Meeting – April 25:

Two main topics were discussed: *How to market or promote your school* and *Ways to increase parent involvement* and use the Ministry money that we received this year for this purpose (which is \$500 per school plus 17 cents per students – WOSS will receive about \$750).

We also heard a presentation on Crime Stoppers as they want to get into the schools. John indicated that September is a better time than now to have them in as things are too busy right now.

A number of handouts, given out at the F of S meeting, were distributed to council members, including: Ideas for Marketing Your School, the HDSB Media List, and How to Write a Media Release.

We then discussed specific things we could do to promote WOSS and determined that the school and council web sites were critical to marketing the school (some parents are making decisions about schools from afar based on school web sites). We also discussed how important it is to reach out to real estate agents (as they can be quite influential in helping parents choose neighbourhoods and schools). We decided to send packages to the various real estate brokers with a number of school brochures and an introductory letter from council. **Jackie will draft a letter and send it to council members for their input. Once the brochure is final (this month), several council members can get together to stuff and label envelopes and mail them out this summer.**

b) Parent Involvement Initiative and Funding

Council discussed ways to spend the money (any initiative that increases parent involvement and enhances communication):

- Improve our web site – make it more interactive and current
- Bring in another speaker for next year – consider Gini-Newman again on a different topic or Ron Morrish. **Elaine will investigate speakers.**
- Pool some of the money with our feeder schools to finance a larger effort with our family of schools. **Jackie will discuss this at the next Family of School meeting.**
- Purchase People for Education packages: Parent Resource packages and tickets to their Parent Conference in Toronto in November 2006.

WOSS School Council Meeting

May 15, 2006

Minutes

c) April 6 Brain-Compatible Learning Survey to Attendees

Results: The survey results were compiled and circulated to council members. We learned that the attendees came from a wide range of schools and not just WOSS; most want to attend more sessions about dealing with teens (behaviour, careers, depression, conflict, ...); where they found out about the event varied considerably from the school signage, school web suite, church, Dominion, and Public Health.

Implications:

- Our next speaker should focus on teens and could cover a wide range of topics such as depression, violence, behaviour, ...
- This reinforces that we must market our events far and wide, including churches. We should see if there is a church network we can tap into -- many churches are focussing on youth.
- We talked about coordinating speakers with other schools such that each school hosts one speaker a year, but over the year, several sessions could be offered and all schools invited.

4. Treasurer's Report:

- Dianne walked council through how to interpret the monthly Quicken finance report. The Quicken report is not entirely self-explanatory and will require some interpretation each month. For example, it appears as if we lost money on charms but we didn't. Dianne will continue to fine tune the categories, as required.
- Dianne has made a special category in the budget for the Ministry money for parent involvement so we can track it for reporting purposes (the Ministry is expecting an accounting of how the money is spent). Also, **Dianne will make another category for the \$200 we receive from the board** for council administrative purposes (e.g., photocopying and snacks at meetings).
- We discussed procedures for making decisions between now and the next council meeting in September. It was decided that we need four council members plus John for approval for anything and it must be for less than \$400. The approval can be by e-mail or phone. When we revise our constitution, this will be revisited.
- We revisited signing authority. There are three people authorized to sign (Treasurer, Chair, and Principal) but only two need to sign and one must be the Principal.
- We will stay with TD for now until we hear about a possible free bank account with the bank that the school might be switching to.
- WOSS Business manager will bill council for the year's photocopying and monthly refreshments.

5. Public Health

Sue reported that Public Health is doing a survey on youth (Grade 6 and up) in the region, along with both Boards of Education, in order to help focus programming on youth needs and strengths.

6. Principal's Report

a) IB Program

- application due June 1, site visit October; will hear final decisions in Jan/Feb 2007
- It will now be possible for students to do both IB and French Immersion
- ALP for Grade 9 for next year has 46 students, Grade 10 has 37 students, and the numbers continue to grow

b) Flu Pandemic Procedures

- The board procedure for pandemic was circulated. The key notion is that if there is a possible flu pandemic, all schools will be closed to break the cycle. There will be involvement at the Region and Provincial level.
- WOSS is involved in a pilot project where the custodial staff use a special cleaning substance to clean on a frequent and regular basis all surfaces that students typically touch such as door knobs, door push plates, bathrooms, and soon, to break the flu cycle.

c) Bingo

Both the Halton board and gaming association rules are getting tighter and tighter for Bingo funds. WOSS has decided to continue with the Bingos in spite of the challenges with the new rules, because of the money it is generating for students – about \$1500/month.

WOSS School Council Meeting

May 15, 2006

Minutes

d) Welcome Week and Grade 9 Transition for 2006-2007 Rob spoke to this.

- 120 students volunteered to organize the Welcome Week and act as mentors next year to the new grade 9s. 80 students were then selected and attended Camp Brebeuf for training.
- Welcome Week will be less than 4 days next year.
- John has asked for help with funding the Grade 9 Parent BBQ that occurs at the end of Welcome Week, September 7. The actual cost will be \$1200 and council agreed to help out with \$600. **Dianne will write a cheque for this amount, specifically for the Grade 9 Parent Welcome Week BBQ, it will partly come out of the Parent Involvement funds and partly from our regular budget.**
- **Council members are urged to attend this BBQ to meet the new Grade 9 parents. Since there is no council meeting between now and then, Jackie will send out a reminder early September.**
- Next year, WOSS is planning to organize students across grades into spirit houses, each with a colour.

e) Student Recognition Awards

The school has started a new point system for Student Recognition Awards. Students complete a form which asks them for info on academic, sports, extracurricular activities, and community involvement. Points accumulate over the years while the students attend WOSS. The awards ceremony will be June 9 (along with the retiring teacher awards). It is worth noting that 900 students voluntarily came forward and completed the forms last month. Awards such as watches with the WOSS logo will be handed out.

7. Planning for Next Year

a) Meeting Dates for Next Year

We will continue with the third Monday of the month for meetings next year. Meetings will be these dates:

- September 18
- October 16 (elect new executive)
- November 20 *No December meeting*
- January 15
- February 19 *No March meeting*
- April 16
- May 28 (long weekend is May 21) *No June meeting*

b) Planning for Next Year

The group had a discussion about what we should focus on next year as a council. The following list resulted:

- Revise our constitution (Jackie, Daniel, and Elaine)
- Market the school, e.g., send out school brochures to real estate agents (Jackie et al; Simon will put together the mailing list)
- Update/revise web site (looking for someone to tackle this next year, with assistance from WOSS staff)
- Market school council, e.g., Welcome Week BBQ and Grade 9 parent night (Jackie et al) and include e-mail request form in summer mailing (Jackie)
- Look into another speaker for next year (Elaine)
- Consider doing some fundraising (if someone comes forward to take this on)

9. Other

Jackie will

- find out from John where the council backboard is that we ordered so we can use it in September at the Welcome Week BBQ and at the Grade 9 curriculum night,
- collect sample constitutions from the other schools to use as models,
- ensure the web site is ready for the fall (meeting dates, etc.), and
- investigate possible dates for a speaker this year (when the school calendar for next year is ready in June).