

**CAWTHRA PARK SECONDARY SCHOOL (CPSS)
SCHOOL COUNCIL MINUTES**

DATE: Monday, February 12, 2018
TIME: 7:00 – 8:45 PM
LOCATION: CPSS Library

ATTENDEES: Yvonne Everard-Parr (Co-Chair), Anju Dhawan (Secretary), Kim Doherty, Angela Sidoriak, Evan Sidoriak, Karen Pua, Nandita Dutta, Ana Freitas, Helga Trudeau, Sandra Halford, Jane Singh, Lesley Wilton, Fauzia Reza, Nancy Simpson, Sarka Kubelikova (Teacher), Terry Whitmell (Principal),
REGRETS: Nicole Vosper, Jennifer Ling, Anne Roe

1.0 Welcome and Introductions – Yvonne

Discussion:

- Welcome to those in attendance by Yvonne.

2.0 Approval of Minutes and Agenda – Yvonne

Discussion:

- Nancy approved the November minutes and Nandita seconded it.

3.0 Student Council Update – Marienza Miserere and Zainab Raza

Discussion:

- Deferred

4.0 Principal's Report – Terry Whitmell

Discussion:

- Promotional "Parent Connect" videos were viewed.
- Parent Connect is a safe and secure website that acts as a single point to stay informed and to access all electronic services provided to Peel board parents and legal guardians. The parent-friendly website will allow you to: view school-based alerts and information, access real time absence reporting, view current and historic elementary report card information, get up-to-date busing information, review secondary school credit history and diploma status and more.
- On school website is a request for parents' email addresses so secure tokens can be sent out via email. Hard tokens also available through the school in person.
- On February 28, all courses are inputted into myBlueprint .
- School is staffed slightly lower than last year due to a loss in students.
- 3 retirements are pending.
- Information about Summer School will be circulated in a few weeks. Summer School will be offered on site at Cawthra this summer.
- No trip is planned for Grade 12 Drama class.

Action:

- Terry to check with Drama Department re Grade 12 trip.

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5.0 PRO Grant – Yvonne and Leslie

Finalizing Plans for March 20

- \$500 balance.
- 3 options to spend the remaining funds: record Dr. Murphy's presentation and upload it onto school website, purchase digital resources to support Dr. Murphy's presentation or purchase take home printed resources for those who attend the March 20 event.
- Leslie spoke to Ministry re parameters re spending PRO Grant funds. Ministry reassured that the funds are to be used to engage parents. Justification for this will be provided in the final written report. We will use the funds in the spirit for what it is intended.
- Suggestion that Cawthra students could videotape Dr. Murphy's presentation.
- Dr. Murphy will have printed versions of his presentation available.
- \$500 must be spent before the end of June.
- PRO Grant Final Report due at the end of August.
- Suggestion to purchase books for those parents who attend the event.
- Live tweeting, Facebook, etc. discussed, parents could send it questions ahead of time.
- Discussion re how to involve parents.

2018 Grant Proposal and Survey Monkey

- Discussion re what kind of parent engagement opportunities can School Council offer to parents of the school?
- Suggestions to create a Google survey with pre-populated ideas, open text responses, etc.

Action:

- Terry will be tweeting during Dr. Murphy's presentation.
- Kim offered to create survey questions on a Google account and share with School Council.

6.0 Sesame – Curriculum Support for Assessment – Sarka

- Sesame can be used to facilitate student learning in the following ways:
- Increases transparency as students always have access to all of their marks – i.e. no hidden weightings.
- Single portal where students can electronically submit by "SNAPing" their work in the form of photos, videos or attachments.
- Program is directly linked to the Ontario curriculum guidelines, so topics used for assessments are transparent.
- Can be used like an electronic portfolio.
- Teachers can leave notices/descriptive feedback for students.
- Parents can also have access to student grades.

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- Multiple teachers can link so there can be cross curricular opportunities.
- Levels are used instead of percentage grades.
- Positive feedback from students.

7.0 New Business and Question Period

- PDSB Numeracy Conference to be held on March 24 – theme is Empowering Modern Learners. Keynote speaker is Dwayne Mathews. Registration open until March 4.
- Discussion re possible typo in School Calendar for March Break dates.
- June 27 is Commencement at the LAC.

Action:

- Terry will review School Calendar for March Break dates.

8.0 Adjournment

- General Meeting adjourned at 8:45 PM.
- All voting members present stayed for the Budget Meeting which followed
- Yvonne mentioned to all parents that they are invited to stay for the Budget Meeting and discussions if they wish to do so.

Budget Meeting Note re Distribution of Funds Raised at FAIR December:

- After some discussion among the voting members (with quorum met) regarding the requests from the various Departments about how they might use the fundraising money (Non Board Funds), the allocation of funds was decided upon through consensus. Please see table below.

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Cawthra School Council Funding Decisions for 2017-2018

Department	Item	Quantity Requested	Quantity Approved	Cost Each	Total Cost
General School	Oak Benches	5	1 (10 ft)	\$900	\$900.00
Breakfast Program	Donation	1	1	\$1000	\$1000.00
Science	LED Ray Boxes	15	15	\$235	\$3525.00
Science	Microscopes	10	5	\$325	\$1625.00
Photography	Background Screen	4	1*	\$1080	\$1080.00
Technology	Yeti USB Microphone	1	1	\$179.95	\$102.00
Total					\$8232.00
HST					\$1070.16
Grand Total					\$9302.16

*While the approval was for one high-end screen, this money could instead be used to purchase multiple screens that come in at a lower price point.

NOTE: School Council decided to give the balance of funds to Technology even though it only partially covers the cost of the microphone