School Parent Council – Meeting Minutes
Date/Time: November 25, 2025 | 6:00–7:24 PM
Attendees: Principal Steven Borges, Vice-Principal Mei Wang, Chair Ryan Arbour, Treasurer Clifford Chan, Secretary Ken, ESL Teacher Ms. Ansari, other parents and staff

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Opening

- Land acknowledgment and introductions
- Previous meeting minutes approved; will be posted on the school website

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Principal's Report / School Updates

- Snack Program: Launched; kitchen construction nearly complete (dishwasher & hot water pending)
- Recent Events: Assembly, Remembrance Day, progress reports, parent–teacher conferences completed
- Student Activities:
    - Gr. 7–8 girls attended skills/trades conferences
    - Extracurriculars: cross-country, soccer, boys volleyball, coding club, handball during lunch
- New Committees: Heritage Month; Anti-Racism/Anti-Black Racism
- Upcoming Events & Trips:
    - Young People's Theatre (Gr. 1–3)
    - Raptors 905 (Gr. 4–8)
    - Marley's game (Feb 18)
    - Albert Campbell music workshops (Dec 2 & Dec 11)
    - December movie/sing-along week
    - Last day before break: Dec 19; return Jan 5

School Travel Planning / Safety

- Audit completed; coordinator requesting:
    - 3 free bike racks
    - Updated street signage for Ingleton Blvd
- Community walkabout planned for March; project funding advocacy underway (work projected for 2027)
- Crossing/Pick-up Safety:
    - Short-term fix: staff to place pylon near crossing guard
- TTC Pilot Program:
    - Student fares prepaid & reimbursed (cheaper than charter buses); adult chaperones still pay full fare

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Facilities & Maintenance

- Playground & kindergarten area revamp planned; mulch & landscaping discussed
- Gym lighting & floor replacement under review

- Stage curtains:
    - Medium quality: ~$7,600
    - High quality: ~$9,989 (installation separate; may be covered if safety/fire-retardant standards fail)
- Stage lighting/audio upgrades discussed; new Bluetooth speaker/mic system purchased

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Finance / Treasurer's Report

- Transition to new treasurer ongoing
- Approximate council funds discussed; previous contribution: ~$4,000 toward technology
- Fundraising Priorities: playground equipment (~$3,000), stage curtains, technology

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Fundraising Ideas

- Holiday/short-term:
    - World's Finest Chocolates
    - Terra Cotta cookie dough
    - Poinsettias
    - Santa breakfast/pancake morning
    - Movie night concessions
    - Subway lunches
- Online preorders via SchoolCash recommended

Policies, Governance & Yearbook

- School Council Bylaws: template available; target completion by January meeting
- School Statement of Needs: review in January
- Yearbook: possible school-wide edition if teacher lead & media consents managed; parent interest poll planned

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STEM / Coding

- Current resources: LEGO Mindstorms, Dash & Dot, micro:bits
- Coding integrated into curriculum; Hour of Code in December
- After-school programs (robotics, glee) run by third parties; fees apply; revenue does not go to school/council

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Field Trips / Costs

- Concern about trip clustering late in year; staff asked to stagger trips
- Typical intermediate overnight trip (e.g., Ottawa): ~$675 per student
- Subsidies: council fundraising + school support (~$200 per eligible student)

School Council / Mac Council Structure

- Discussion on formal executive roles vs. open leadership groups; staff to consider clearer expectations for student initiatives

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Action Items

- Principal:
  - Follow up on stage curtain safety, gym lighting, playground timeline & quotes
  - Post yearbook interest poll; gather cost data
  - Coordinate pylon placement at crossing area
- Council:
  - Draft School Council bylaws; review by January
  - Continue fundraising discussion; shortlist ideas (chocolates, cookie dough, poinsettias, Santa breakfast)
  - Explore parent volunteer model for winter concert if staff cannot lead

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Next Meeting

- No December meeting
- Next meeting: January 27, 2026
- Meeting adjourned at ~7:24 PM

School Council Principal Report
November 25, 2025

- Snack Program started - going well. Construction is almost done for the space
- Remembrance Day Assembly - we had Acting Sub-Lieutenant Darren Zhang present to students, and student performances
- Progress Reports were sent electronically on Nov. 12, and parent/guardian-teacher conferences happened on Nov. 13 & 14
- Joy Weeks each month: Fall in October, Bullying Awareness & Prevention Week in November, Winter one is planned in December (MAC Council)
- Grade 7 & 8 Girls went to 2 skills trade conferences to help with STEAM pathways

School Travel Planning

- Parents/Guardians and students surveys were completed about street traffic
- Site audit completed by the coordinator
- We are getting 3 new free bike racks
- Request for new city signage to be installed
- Community walk-about in March 2026 - parent rep needed to join with staff and the city councillors office
- Ingleton Blvd construction expected to happen in 2027 - meeting in December for additional funding for raised crosswalks and other safety measures

NEW! Extra Curriculars Happening

- Cross Country finished - 2 students went to city finals; all students will be awarded a certificate
- Soccer finished - both teams came in first and will be awarded a certificate this week
- Boys Volleyball is happening - Ms. Chan, Mr. Logan and Ms. Jaysval are coaching
- Grade 5-7 coding club; led by students; supervised by Mr. Li
- MAC Council - handball for junior students at lunch
- Heritage Month Committees - students signed up for each HM to present at the monthly assembly
- Combatting Hate & Racism Student Committee - led by Ms. Ansari, Ms. Chan, and Ms. Wang

Upcoming Field Trips

- Gr. 1-3 Young People's Theatre - Nov. 26
- Gr. 4-8 Raptors 905 in December - Dec. 5
- Gr. 3-8 Marlies in February - Feb. 18
- Grade 7 and 8 - Music Ensemble & Band Workshop at Albert Campbell - Dec. 2 & 11

Upcoming Events

- Joy Week last week in December; movie day, sing-along
- MAC Council Movie Night for K-4 families on Dec. 4th at 5:30 pm; food to be purchased on School CashOnline
- Last Day of School - Dec. 19th. School Resumes January 5th

Requests:

- Stage Curtains - high quality $9,989.20; medium quality $7,669.59