



**HARVEST HILLS SCHOOL COUNCIL
MEETING MINUTES**

Monday, October 16th, 2023 | 6:00PM - 7:30PM
Harvest Hills PS Multipurpose Room

ATTENDEES:

School Administrators: Jennifer (Jenny) Frans (principal)

Staff Representative: Shannon McGuire

Chairs: Francesca Licursi and Helen Vergara

Secretary: Devon Walsh

Voting Members: Claire Jones, Corinna Ramdeo, Faruzan Corrigan, Hilary Philpotts, Janya Strever, Krista Tullock, Rajeev Bhalla

Members at Large: Rachna Madhvani, Randi Canning, Fareeda I., Obehi Akodu

Regrets: Nadene Fischer (vice principal), Attiya Wariach, Jennifer Harrison, Lana Barkan, Michelle Lubberts, Palwasha Noorie, Saria Chowdhury, Shawn Costa, Shoshana Sherman

Welcome and Introductions

Approval of Previous Minutes – minutes not available to council at this time; to be approved separately

Motion to Approve by:

Carried / Not Carried

Principal and Teacher Report

- School reorganization complete that welcomed 3 new staff
- Working with board for school yard equipment and admin to obtain updated quotes; installation to be completed in the spring due to weather at this time of the year
- Teachers and school staff preparing for Remembrance Day
- PD Day October 27, 2023 – focus on math programming and health and safety
- Any student with IEP going home to families tomorrow (October 17, 2023)
- Cross country team participation in Tottenham - 9 children placing across events from HHPC
- Flag football tournament is Monday, October 23, 2023
- Upcoming sports - junior boys volleyball and intermediate girls basketball; intermediate boys basketball to begin after football completed for the season
- \$8000 made at book fair – money to be allocated to books for the library
- Grade 8 fundraising in anticipation for graduation – popcorn, boardgames, books; caregivers to provide input for ideas of a grad trip
- Trades fair to occur this fall – select grade 7 & 8 students will attend
- Teacher's wishlist – to increase volunteer list to support trips/ sports trips
- Council member inquired what administration would like to achieve working along side school council:
 - o Volunteers
 - o Fundraising

<ul style="list-style-type: none"> ○ Be a voice for all parents/caregivers that cannot be here to speak on their behalf and bring suggestions forward ○ Be a partner with administration 	
<p>Action Items: Council members requested update from last year’s budget for school yard equipment and what is left to fundraise to complete all phases of the initial plan</p> <p>Council inquired what they could do in the meantime to provide meaningful activities to the children at recess; a member suggested recruiting volunteers to join recess time and organize games/activities for the children – admin shared that this could be a possibility</p> <p>A member suggested drafting a letter on behalf of council addressed to the board to advocate for efficient implementation/ installation of school yard equipment to avoid any further delays</p> <p>Volunteers: council suggested providing more information within the school newsletter to provide more information on how to begin the process of volunteering within the school and as a driving chaperone; additionally, more information and clearer requests for volunteers on permission forms (e.g., adding a volunteer call for events that is attached to paper work for caregiver permission forms, noting potential responsibilities of volunteers so they know what to expect)</p>	<p>Assigned to: Jenny to bring new revised plan for council to review and target dates for installation Due date: Next meeting</p> <p>Council members to reach out to approved volunteers to organize if there is an interest Due date: TBD</p> <p>Council members to arrange and work on draft together if they choose to pursue Due date: TBD</p> <p>Jenny and Shannon McGuire Due Date: Next meeting</p>
<p>Treasurer Report</p> <ul style="list-style-type: none"> - Clarification provided to admin on intention of having a “treasurer” within council – due is to report to the school community via council how fundraising money is being spent 	
<p>Action Items Report of fundraising dollars to be brought to each meeting to demonstrate where money is allotted and where it has been spent; this includes last year’s budget</p>	<p>Assigned To: Jenny Due Date: Next meeting</p>
<p>Committee Updates</p> <p>A. Fundraising</p> <ul style="list-style-type: none"> ○ Fundraising plan awaiting approval ○ Discussion of what money is needed for grad awards – last year the cost was \$700 for 18 students ○ Spirit wear <ul style="list-style-type: none"> i. Administration shared that this initiative can be used as a fundraiser 	

<p>ii. Office administration has requested to utilize the online store as “drop orders” are not feasible</p> <p>B. Hot Lunch</p> <ul style="list-style-type: none"> o Council inquired why certain vendors are stated to be no longer available when they once were – council shared concern about lack of clarity when this information is disseminated by school staff o Administration shared they were unaware of this time about vendors <p>C. Communication</p> <ul style="list-style-type: none"> o <i>Not discussed</i> 	
<p>Action Items: Council has requested information and transparency around approved vendors</p>	<p>Assigned To: Jenny Due Date: ASAP (council chairs to follow up with admin)</p>
<p>New Business</p> <p>A. ProGrant</p> <ul style="list-style-type: none"> o Motion to apply for grant and host workshops that will be open to all community members, tabled for November meeting. <p>B. Council meeting dates</p> <ul style="list-style-type: none"> o Council requested to include a meeting date in June to review fundraising and prepare for next school year o Approved by school administration 	
<p>Action Items List of all programs and grants already in place within the school and what other grants exist outside of what is currently in place</p>	<p>Assigned To: Jenny Due Date: Next meeting</p>
<p>Adjournment Motion to Adjourn – Francesca, 2nd by Devon at 7:40pm</p> <p>Next Meeting: November 6, 2023 @ 6pm</p>	