

Site Council Meeting Minutes  
8/22/23

Attendees: Elizabeth Leftik, Donna Grim, Mary Roy, Mariah Brown, Jonathan Templeton, Julie Defino, Brenda Dvorak, Lindsay Penkowere, Lily Lai, Lisa Rubin, Chris Buchanan, Adam Glimme, Isabel Chan, Aurelia Azarmi, Catherine Lu  
Absent: Jenny Oh, Gina Sans

Notes

- For 2023-2024, the secretary is Aurelia Azarmi and the time keeper is Chris Buchanan.
- Each attendee presents themselves (list above).
- The time for meetings for the year (3:00-4:30 pm) is confirmed.
- Following the previous meeting at the end of last year, the idea is to facilitate the parents volunteering around activities during lunchtime. Indeed, the lunchtime which was a hard time last year should be easier to handle this year thanks to 3-4 staff people and the extra help from regular parents volunteering. Although it doesn't look like a first necessity to have more volunteers during lunchtime, proposing small activities/workshops with parents and students is a good idea.  
The proposition is to set up a sub-committee to talk and organize a survey to know how parents could help during lunchtime with activities they like to do with the kids.
- Also following the previous meeting, the question about which assemblies are relevant and the frequency of them is approached. Some play assemblies have already been identified. (CA government gave our school \$5400 for performing arts/music/play). The teachers are asked to investigate among the other teachers to have a better understanding of their needs and desires:
  - Per grade level.
  - Assemblies can be multicultural, around holidays for instance.
  - Needs to be related to a topic/value approached in class.
  - Promoting the inter-grade with the buddy system which is already used by some teachers (when a 5th grade class presents a show to a 2nd grade class for instance) → improve communication around what is done so parents can know via Colts connections (and pictures via Instagram)
- PTA would like to have representants of Site Council and Learning Fund for running a stand during Fall Fest.
- Information: The workload in the Front Office continues to grow. While the front office manager is taking on new tasks (budget planning), and a new hire who needs to ramp up on the position, an extra help for lunchtime would be appreciated. The open position for the IA, is already budgeted. It can be updated by keeping the main IA job offer and adding a Front Office assistant component to help during lunchtime at the job offer. It's not possible to ask for parent volunteers because of confidentiality. The action is on the HR, so there is no action needed on this topic.
- Information: Donna makes an update on the test score done at the end of last year. Most of the scores increased from the previous year with 4-5 points which shows the improvement of the students and that the level is gradually coming back after COVID.
- Information: Donna makes an introduction of the Learner Profile with the flyer which will be used around teachers and students.

## Action items

- Volunteer organizing sub-committee consisting of Donna, Chris, Lindsay to meet and report back to Council
- Teacher representatives Jonathan, Mary, Mariah to meet to follow up on assembly needs and pole teachers in each grade