



Minutes

Collegiate Elementary – School Council

October 2025

Date: Monday, October 20, 2025

Time: 6:00 pm

Location: Library

1. Opening

- Welcome and introductions
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2. Attendance

- Kenny Cheng, Carole Knezevic, Natasha Bijelic, Amber MacLeod, Julianna Beckett, Kelly Biagi, Jackie Atkinson, Heather Dempsey, Kattie Ransom-Jabora, Yesim Gordon, Sezgin Nalsok, Lisa Barzetti
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3. Chairperson's Report

Attendance of PIC startup meeting to learn more about the expectations and responsibilities of School Council and form some connections with council members from other schools

- Encourage *all* council members, regardless of role, to attend next year's meeting
- Pertinent information from the meeting is now being brought back to this table, providing new ideas and exchange of insights from other council groups

Progress on school's trophy cabinet/display

- Building materials, hardware and glass have been procured, and students will work on this project throughout the semester
- The entirety of the project acts as student's capstone, with the goal of full completion by the end of the first semester
- Electrical quote has been tendered and approved by the board; principal to determine when the electrical installation happens in conjunction with the pending delivery
- School will share images of the progression and building team (students who have consented to being visible in pictures)
- Further research into delivery/transportation requirements are still pending

Agenda Items (Anything under the header is just as a reminder for what I want to talk about, doesn't necessarily need to be listed on-paper):

School Council email address

- School council email address is collegiatesc@hwdsb.on.ca and will be checked by your chairs
- We will frequently remind families and our community that they can use this email to contact us for council-related items, we need to generate more awareness of council and be a voice for the community
- While we are happy to receive any inquiries from the public, we can only directly address something within the purview of council - everything else must be deferred to the proper channels (e.g. we would not be able to intervene in a pending expulsion which would be fall to the responsibilities to the administration of the school)

Fundraising via HWDSB Foundations

- HWDSB Foundations can set up the digital platform (at no charge to us) for all fundraising activities, this provides greater convenience for online donations for families/community
- Fundraising via Foundations, who is registered with the CRA as a charity, enables donors to receive a tax receipt for contributions, further encouraging fundraising contributions
- This increases the "reach" of all our fundraising efforts - it also allows for anonymous donors, safeguards both the students (not having to physically campaign) and community (ensuring a legitimate donation recipient)



Grants

- Parent engagement grant of \$500 is given annually to us, we must use it in a manner that satisfies the policy regarding parent/community engagement
- The amount must be used by the end of the school year and cannot be carried over

Encouraging more Council participation

- Suggestions include providing childminding services (e.g. older co-op students, those seeking community service hours) to remove barriers for parent(s)/guardian(s) with younger children

Fundraising goals for this year

- What do our staff and students need to reach their potential and help build their future?
- Setting something to "achieve" brings transparency to the goal of our fundraising efforts to inspire contribution and also helps keep our targets in-sight
- Current plan includes our two "dance-a-thons", one upcoming the day before Halloween and another in the Spring
- Are there any other fundraising efforts we want this year?
- Other councils find an "all-year-round" vendor, something we have tried previously - are there vendors

Students in need

- Reminder that any family/students in-need can reach out to staff (or any caring adult) who may be able to provide assistance to them if there are barriers to their education journey
- HWDSB foundations has *Student Support Grants* to "respond to emergencies or extraordinary needs" of up to \$200 per school year

Discussion....

- Waiting on cost of transportation and installation closer to the delivery date.
- Add school council email to newsletter so parents can connect regarding council matters
- Will use \$500 PEG for each of the dance-a-thons
- Parents would like to see previous lists of approved grant proposals... shared during meeting.
- Some fundraising goals may be books and chairs for the gym, however, will list items more general as needs may arise
- Wondering if we can purchase from the USA
- Sez to do up a form to add to the November Newsletter, and Kenny to send 3D picture of cabinet for newsletter – all council items for the newsletter must be given to Admin by the 25th of each month.

4. Principal's Report

Newsletters

- All newsletters will be posted on our website

Secure Schools Procedures

- We had our 1st Lockdown Drill
- This was not a surprise to students or staff – they have been practicing



DECE Appreciation Day

- Friday October 24th

Chocolate Bar Fundraiser

- Thank you to everyone who participated in our Chocolate Bar Fall Fundraiser!
- Once all families to return funds collected, we will celebrate with Prizes and classroom celebrations
- Total amount raised will be revealed once all funds have been received!

Halloween Happenings



Dear Families,

**HAPPY HALLOWEEN!
FRIDAY, OCTOBER 31ST**



Students can wear costumes to school!!

(e.g., no cultural appropriation, no offensive and insensitive costumes, no weapons, no costume masks that might impede vision, no inappropriate images, etc.)

- Students choosing to wear a costume should come to the school already wearing the costume
- Students can change out of their costume, or choose to wear it the entire day
- Various classroom activities will be shared by classroom teachers... If classes would like treats included for students during activities, these must be purchased nut/peanut free treats (no home baked goods)
- Families are invited to watch our **Halloween Parade** which will begin around 9:20 am in the gym. Parents/Guardians are asked to remain around the perimeter of the gym
- Pumpkin carvings from each classroom will be on display for parents to view before/after the parade

Progress Reports

- Will be sent home on Tuesday November 18th
- On-going communication between Teacher/Home is essential for success
- Parent-Teacher Interviews Thursday November 20th PM, Friday November 21st AM or Friday November 22nd PM. Confirmation of times will be made with Parents/Teachers.
- Please reach out to your child(ren's) teacher if you have any questions, concerns, or like to touch base on student achievement anytime throughout the year

SK Vision Screening

- October 27th for SK students



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Virtual Intro to High School

- October 22nd from 6:00 – 7:00pm

Treaty Recognition Week

- November 3 - 7

Bullying Prevention and Intervention Week

- November 17 - 21

Dental Screening

- November 4th JK/SK/Grade 2

EA Appreciation Day

- November 13

School Picture Day

- Retake Day Tuesday November 18

Discussion....

- Send items prior to November 25th for newsletter
- Notice going home for Halloween activities for all participating or not

5. Staff Report

- Volleyball Tournaments coming up
- Cross country did well and had several students that placed
- Junior Swim team started up Gr. 3-5
- Camp Muskoka Oct 22 – 24 for Grade 6-8

Discussion....

6. Financial Report

- No change:
- Opening Balance: \$1295.03
- Expenses: \$972.93
- Remaining: \$322.10
- Additional costs: delivery/installation

7. Next Meeting

Date: Monday, February 2nd, 2025

Time: 6:00 PM – 7:00 PM