



Minutes

Collegiate Elementary – School Council

September 2025

Date: Monday, September 15, 2025

Time: 6:00 pm

Location: Library

1. Opening

- Welcome and introductions
-

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
-

3. Chairperson's Report

Elected Members for 2025 – 2026

Chair: Kenny Cheng

Co-Chair: Kelsey Clohecy

Secretary: Jackie Atkinson

Treasurer: Amber MacLeod

Voting Members: Kelly Biagi, Sez Nalsok, Yesim Gordon, Natasha Bijelic, Julianna Beckett, Kattie Ransom-Jabora, Carole Knezevic/Heather Dempsey

Council Meeting Norms:

- If addressing an issue, please determine if it's for council or one that needs to be addressed with a specific individual (staff, admin etc.); Always assume positive intentions; Chair will facilitate the discussion to keep on topic and on time with Principal support

School Council Start-Up Information Session:

- Tuesday, October 14 6:00 – 8:00pm at Ed Centre
- Hear tips on how to run an effective School Council; Explore the School Council Handbook, 2025-26 Edition; Learn about the roles of Chairs and Principals, funds to operate councils, getting others involved, fundraising and more; Light dinner will be served at 5:30 p.m.

Discussion....

- What is Council? Chair discussed various initiatives such as Fall dance; parents asked about a Book Donation to the library of new/used books
 - You do not need to be part of council to be a volunteer
 - Parents will provide the Principal with a council blurb to add to the newsletter to share council voice
-

4. Principal's Report

Newsletters

- All newsletters will be posted on our website

Nutrition Program

- Special thank you to Heather Dempsey, Kerry Cave, Ms. Twyla, and all staff for their hard work and dedication getting our Nutrition Program up and running as soon as possible
- Nutrition Programs provided by Tastebuds
- We have a "Grab 'n Go" process providing snacks to each classroom for students who would like or need a snack throughout the school day
- Snacks are all peanut/nut free (i.e., granola bars, crackers, apple sauce, muffins)
- There is no obligation to participate in this program



Reimagining Wellness Choice Board

- Continuing with The Reimagining Wellness Choice Board. It is designed to ease students and staff into the school year linked to the curriculum with an intentional focus on belonging
- **Overall Goal** is for students and staff feeling safe and supported to begin the 2025/26 school year with a successful start

School Improvement Plan

- Each year, we work on our School Improvement Plan to establish school targets
- This is done by using a variety of data to determine our students' strengths and areas of need
- Our areas of Focus: Reading, Math, Well-Being

Agendas / Communication

- Grade 1 – 5
- Kinders Important Bag with Communication Book
- Gr. 5/6-8 weekly email communication
- Replacement Agendas are \$5.00

Secure Schools Procedures

- 3 Fall Fire Drills / 3 Winter Drills
- Will have 1 Lockdown Drill in Fall and 1 in Winter
- Will have 1 Hold & Secure and 1 Shelter in Place and 1 Evacuation Drill

September Staffing and Re-Organization of Classes

- Our September Staffing Numbers will be looked at by the Board
- Timelines are ongoing until end of September/October – Depending on school's our enrollment, re-organization of classes will take place

Wednesday Pizza Days

- Orders done using our School Cash Online System
- Notice went home - orders are for the entire month

HWDSB Volunteer Policy and Procedures

- Part of the HWDSB's Volunteer Policy is that any volunteers working with children must have obtained a Vulnerable Sector Screening Report specifically for the HWDSB
- This is essentially a criminal record check for individuals working with children to protect children
- To obtain such a report, an adult must complete an application form from the Police Station or on-line
- The cost is approximately \$25.00 and is valid for 3 years with the HWDSB
- It could take up to 4-6 weeks for the report to be prepared
- Once you have obtained the report, bring to school, and there are Volunteer Forms that need to be completed at the school and an Offence Declaration is completed every school year for the duration of the 3 years
- For school trips, you will not be permitted to attend without a Police Check

HWDSB Courtesy Transportation Procedure

- If you did not receive confirmation of transportation for your child, it's because your child does not meet criteria for transportation to Collegiate Elementary School
- Courtesy Transportation Applications can be submitted to the school for approval if seats are available
- Each application is looked at individually
- If courtesy transportation is approved, a written notice from the Principal will be sent home with your child. It is the parent's responsibility to bring their child to an existing bus stop as new stops will not be added to bus routes
- At any time, Courtesy Transportation can be withdrawn if new students move into our bused area, for inappropriate behaviour, etc.



School-Lead Fundraisers

- Fall Fundraiser
- Pizza Days, Yogurt, Popcorn, etc. throughout the year
- Fundraisers are for whole school resources and initiatives

Personal Items (balls, toys)

- Bringing personal items to school causes conflicts and leads to issues such as exclusion between students
- Council's support with this is greatly appreciated

Recess Equipment Donations...

- Any donations of new/used basket-, soccer- volley-, large bouncy-balls for outdoor student use are greatly appreciated
- All donations will be recorded with a room number (not necessarily you child's room) and the item will now be school property

Meet the Collegiate Staff Night

- Thank you as it was such a great success with a great turnout!

School Picture Day

- Tuesday October 14th with Retake Day Tuesday November 18th

Discussion....

- Parents supportive of Agendas for grade 1-5 only as they found the older students do not use them
- Vulnerable Screeners can be done online which seems to have a faster turnaround. If parents require support with payment, we can discuss when needs arise
- Some parents are interested in Courtesy Transportation if available in October. A written notice will go home to families who are approved and not approved for courtesy riders
- Popcorn will begin selling next week every day during 2NB for \$2.00
- The remainder of the TCBY from Meet the Staff night will be sold daily until sold out
- If parents would like to reduce communication – emails, text, phone, check settings on Parent Portal or call office for assistance

5. Staff Report

Fall Activities:

- Baseball Tournament Team for students in Grades 6-8
- Junior Swim Team for students in Grades 3-5
- Junior and Senior Cross-Country Teams
- Snack Program
- Intramurals for students in Grades 3-4 will be starting soon
- Our school Terry Fox run/walk is on Thursday, September 25
- We will be continuing our whole school Math Initiatives: last week we had playground math talks – each class was assigned an outdoor game such as hopscotch, 4 squares, the basketball court etc... discussing as a class what math could be found
- Volleyball will also be starting soon for students in Grades 5-8
- A trip to Camp Muskoka for the students in Grades 6-8 is planned for October 22-24
- Grade 8 Grad Hoodies will be available for ordering followed by Spirit Wear for the whole school

Discussion....

- Parents inquired about dates for baseball tournament – Monday September 22nd
- Parents inquired about dates for Swimming – just released – forms will be coming home with students soon
- **Parents decided to host a Fall-Fling Dance! Thursday October 30th from 5:00 – 6:30pm**



Minutes

Collegiate Elementary – School Council

September 2025

6. Financial Report

- Opening Balance: \$1295.03
 - Expenses: \$972.93
 - Remaining: \$322.10
 - Additional costs: delivery/installation
-

7. Next Meeting

Date: Monday, October 20th, 2025

Time: 6:00 PM – 7:00 PM