

## MINUTES

Thursday, March 21, 2024

School Library | 7 pm – 9:10 pm

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### **Attendance**

#### Elected Officers & Members-at-Large (Voting)

Amanda Formentini, Amanda Young, Chantal Elward, Elizabeth Hyland, Katie Eley - Co-Chair, Jennifer Masters, Kate McIntosh - Co-Chair, Haley MacDonald - Secretary, Jake Urbanek, Megan Fitzpatrick - Treasurer, Melissa So, Michael Munshaw, Robyn Bluestein, Sabrina Hayden, Stuart Rogers, Tammy Hewitt

*Regrets: Beth Brooks - Fundraising Chair, Erin Coughlin, Raluca Kostovski*

#### Members-at-Large & Rep's (Non-Voting)

Effie Tsioutsoulas - Teacher Rep, Ruth Coulter - School Principal (ex officio)

*Regrets: Kim Rogers - Sunshine Childcare Supervisor, Nidhi Abbi*

#### Other Attendees

[2 other attendees were present but did not complete the attendance sheet]

### **1. Welcome & Land Acknowledgement**

- The TDSB Land Acknowledgement was read: *We acknowledge we are hosted on the lands of the Mississaugas of the Anishinaabe, the Haudenosaunee Confederacy and the Wendat. We also recognize the enduring presence of all First Nations, Métis and the Inuit peoples.*

Katie Eley  
Kate McIntosh

### **2. Approval of Minutes**

- Amanda Formentini moved to approve the [February 29, 2024 Minutes](#), seconded by Melissa So, thereby passing the motion.

Haley  
MacDonald

### **3. Principal's Report**

- Track and field will likely happen in mid-May.
- Projected enrollment for the 2024/25 school year has been completed as well as resource allocations in turn (see [Appendix A](#) for a detailed copy). From this, Simcoe teachers have drafted a staffing model (see [Appendix](#)

Ruth Coulter



[B](#) for a copy of the model). Some notes from Ruth and School Council discussion:

- JK/SK must be combined classes.
- All other classes will be combined (which allows for a team teaching model, where teachers who are teaching the same grades can provide peer support) except for two straight Grade 6 classes (which is ideal to support students with heavier curriculum as they prepare for middle school).
- In May, teachers will discuss which student placement in each class. Factors considered include level of independence, social/emotional regulation, etc.
- **VOTE: Eligible members approved the decision to provide Simcoe staff with \$200 to assist with purchasing materials for the upcoming Math Night by a vote of 14 Yes, 0 No and 0 Abstain.**
- Primary math night is slated for Thursday, April 25th from 6:30pm to 7:30pm. Activities will be running in the library and both gyms with a cookie sale to raise funds for primary math enrichment. Thirteen teachers will be in attendance. All children and parents are welcome to attend.

#### 4. Sunshine Childcare Report

Katie Eley (on  
behalf of  
Kim Rogers)

- One member of staff is on medical leave slated to return late March. A supply teacher has been providing temporary support.
- TDSB's geotechnical dig occurred as planned over March Break, with no disruptions to Sunshine operations.
- Sunshine is seeking a donated pre-loved children's play tool bench (tools do not need to be included).

#### 5. Treasurer's Report (after events)

Megan  
Fitzpatrick

- As of March 18, 2024, our bank balance was \$18,867.82 (see [Appendix C](#) for full financial report). There are few changes to report since the last meeting 3 weeks ago, apart from a few more teacher requests for classroom enrichment funds. Not included in our financial report are Jungle Sport or any larger fundraising goal since we haven't yet confirmed the details. We are projecting an EOY balance of \$9.5K, not including any profits from the Fun Fair.
- The Cedar Drive School Council Chair sent a lovely email and thank you



card. They have scheduled their first pizza lunch for April. They now have a full-time principal. Conversations continue exploring how we can continue building relations between our school, especially amongst students (e.g., a shared play day, pen pal program).

## 6. Fundraising Report (after treasurers)

Katie Eley (on  
behalf  
Beth Brooks)

- Pizza Lunches - Katie on behalf of Beth
  - The second term pizza lunch orders will generate just over \$8,200 in revenue with a projected profit of \$5,000. This is slightly less than the first term revenue of \$8,540 and \$5,300 profit.
- Fun Fair Updates - Robyn and Chantal
  - Sponsorship sales started during March Break, with \$3K already pledged and many more highly engaged potential sponsors in the pipeline. Council members offered additional suggestions for prospective sponsors.
  - A save-the-date will soon be communicated to the Simcoe and larger Guildwood community via all available channels, with some additional social media boosting plus a follow/tag contest to attract new followers.
  - The first Fun Fair committee in-person meeting will be Thursday, April 4th; Ruth will be acquiring the space permit.
  - A volunteer is sought to run the face painting stage, which was among the most popular activities at last year's event. Given the challenges such high demand creates, the suggestion was made to pay a service provider to properly resource the station.
  - The large Fun Fair banner will be installed on the Kindergarten play area fence with additional community advertising.

## 7. 2023-2024 Events & Activities Updates (done after sunshine)

Katie Eley

- Movie Night – Sabrina
  - Tickets will open sometime next week until April 7th. A reminder that parents will be required to also complete a permission form. The event will be April 19th, led by Sabrine, Raluca, Katie and Ren. Primaries will watch Trolls Band Together and Juniors will watch Super Mario Brothers. A call for volunteers is forthcoming to stay tuned.
- NitWits – Katie



- The 2nd NitWit visit of the year will be April 18th.
- Parent Workshop – Kate
  - It was suggested that local police may be a great option for training on online safety. Ruth will reach out to her contacts to explore.
- Roseneath Workshop – Melissa
  - The contract and billing statement for 2 shows was significantly higher than originally quoted: \$1,921 minus \$221 hst (which can be saved because they're a TDSB vendor). A vote to approve the additional fees was cancelled.
- Musical Instrument Tune-ups - Katie
  - Repairs and new instrument purchasing is underway.
- Jungle Sport - Megan
  - We are currently confirming whether our gym size would be large enough. Suggestion was made to schedule when weather is still warm enough for gym class to be held outdoors.
- Staff Appreciation Day - Amanda Y
  - The event is slated for May 8th, which will be a potluck style meal for staff. Jen and Meghan have volunteered to help. Email will go out shortly to the school community asking families for potluck donations. Staff dietary restrictions will be assessed by survey.

## 8. Other Business

All/Open


- The Sir Wilfred Laurier auditorium and cafeteria are confirmed for the Grade 6 graduation on June 26th, 1:30pm to 3pm with additional logistics still to be confirmed. Support from School Council is welcomed with no request to deviate from years' past –e.g., hoodies, medals, Playdium trip, etc.)
- It will soon be time to start work on the school's gardens. Haley will reconnect with Erin about plans for the gardens and the status of the PollinateTO grant. Free trees and shrubs could also be sourced through an upcoming city giveaway. There is a lot of work to do on the gardens, so more help may be needed (e.g., a sub-committee). Katie confirmed with Alison of the Guildwood Butterflyway Project that she'd be happy to lead a community garden day. TDSB grounds staff can help with grass cutting and mulching. School Council still needs to consider a way to commemorate the former keeper of the school's gardens, Betty, who passed away last year.



- A parent reached out about Mathletics. Ms. Marks is investigated, although the Board contact didn't seem overly keen about the program.
- Simcoe has historically participated in the Guildwood Day parade; a new banner may be required.
- A discussion was held spurred by parent concerns over difficulty accessing specialized supports for different student learning needs, increased prevalence of behavioural issues and mental health issues among students, as well as the high levels of teacher absenteeism due to illness and burnout. The question of what School Council could be doing to advocate for solutions was raised. Council members were encouraged to attend the upcoming virtual [Ward 19 Forum](#) on teacher absenteeism and Michael volunteered to draft a letter for Council and the broader school community to support. It was also confirmed that the School Council chairs have access to the [SchoolMessenger](#) account for communicating with Simcoe parents/guardians.

**Next Two Meetings:** 6:30 pm | Thursdays, May 2 & June 6, 2024 | School Library

## Appendix A: 2024-25 Elementary Teacher Allocation for Elizabeth Simcoe JPS



Toronto  
District  
School  
Board

2024-25 Elementary Teacher Allocation Sheet

Elizabeth Simcoe PS - Ruth Coulter

LN 16 - John Currie

Vice Principal\*

0.0

PROJECTED SCHOOL ATTENDING ENROLMENT - OCTOBER 2024 - Used for Classroom Allocation.

In-Person and Virtual Learners Attending Classes this School†

Program		JK	SK	Gr1	Gr2	Gr3	Gr4	Gr5	Gr6	Gr7	Gr8	Total
Regular	IP	25	24	26	45	32	16	26	22	0	0	216
	VA	0	0	0	0	0	0	0	0	0	0	0
French Immersion	IP	0	0	0	0	0	0	0	0	0	0	0
	VA	0	0	0	0	0	0	0	0	0	0	0
Extended French	IP	0	0	0	0	0	0	0	0	0	0	0
	VA	0	0	0	0	0	0	0	0	0	0	0
Middle Immersion	IP	0	0	0	0	0	0	0	0	0	0	0
	VA	0	0	0	0	0	0	0	0	0	0	0
Special Ed (Self-contained)	IP	0	0	0	0	0	23	23	21	0	0	67
	VA	0	0	0	0	0	0	0	0	0	0	0
Total	IP	25	24	26	45	32	39	49	43	0	0	283
	VA	0	0	0	0	0	0	0	0	0	0	0

Other Considerations

LOI Rank

367

ESL Weighted Enrolment

8.40

## CURRENT ALLOCATIONS - Alena Persaud, Staffing Officer

Classroom Allocations				Ext French				Middle Immersion			
		Regular		French Immersion							
FDK	IP	2.00		0.00							
	V	0.00									
(DECE)	IP	2									
(DECE - EDP)	IP										
Grade 1-3	IP	5.00 Exemptions: 1		0.00 Exemptions: 0							
	V	0.00 Exemptions: 0		0.00							
Grade 3/4	IP	0.00		0.00							
	V	0.00		0.00							
Grade 4-8	IP	3.00		0.00		0.00				0.00	
	V	0.00									
LO Gr 4-8	IP	0.00		ESL Self-contained		IP	0.00	LEAP		IP	0.00
	V	0.00									
Non-classroom Allocations				Special Education Allocations - Alison Board, CAP							
Prep	IP	1.91		SP Autism		IP	0.00	SP Hearing		IP	0.00
	V	0.00				V	0.00			V	0.00
Itin Prep*	IP	0.00		SP Autism Central*		IP	0.00	SP Learning Disability		IP	0.00
	V	0.00				V	0.00			V	0.00
LO Prep	IP	0.00		SP Behaviour		IP	0.00	SP Physical Disability		IP	0.00
	V	0.00				V	0.00			V	0.00
Library	IP	0.39 Lib	0.39	SP Dev Disability		IP	0.00	SP Resource		IP	1.00
	V		Guid 0.00			V	0.00			V	0.00
	V	0.00									
ESL Resource	IP	0.00		SP MID		IP	0.00	SP Prep		IP	0.57
	V					V	0.00			V	0.00
Superior Benefits	IP	0.00		SP Diagnostic Kinder		IP	0.00	SP Other Allocation		IP	0.00
	V					V	0.00			V	0.00
Other Allocation	IP	0.00		SP Gifted		IP	3.00	SP Itin Prep*		IP	0.00
	V	0.00				V	0.00			V	0.00
Total*	IP	16.87									
	V	0.00									
		16.87									
Rounded Total		17.00									

\* Vice Principal, Itin Prep, SP Itin Prep, and SP Autism Central allocations are NOT included in the Total.

† Projections from Planning Department of In-Person and Virtual Learners who will be attending classes at this school. VA: Students attending virtual learning classes at this school.

‡ Grade 3/4 Combined Classes are NOT included in the calculation of Grade 1-3 nor Grade 4-8 classes.



Appendix B: 2024-25 Staffing & Class Model

**STAFFING MODEL 2024-2025**

	JK/SKA	13/12=25
	JK/SKB	12/12=24
	1/2A	13/7=20
	1/2B	13/7=20
	2/3A	10/10=20
	2/3B	10/10=20
	2/3C	11/12=23
	4/5A	8/13=21
	4/5B	8/13=21
	6	22
Gifted	4/5A	12/11=23
Gifted	4/5B	11/12=23
	6	21





Appendix C: School Council Revenue/Expenses YTD



Elizabeth Simcoe School Council Income/Expenses YTD				
Prepared on March 18, 2024 by Megan Fitzpatrick				
	Income	Expenses	Profit / Loss	NOTES
Pizza Lunches	\$ 8,540.00	\$ (3,239.29)	\$ 5,300.71	
Lunch Lady	\$ 179.50		\$ 179.50	
BBQ	\$ 3,034.50	\$ (2,844.95)	\$ 189.55	* does not include \$250 deposit from June 2023
Tech Purchase Balance		\$ (541.85)	\$ (541.85)	
Spirit Wear	\$ 287.83		\$ 287.83	
Mabels Labels	\$ 64.24		\$ 64.24	
Classroom Enrichment		\$ (1,942.17)	\$ (1,942.17)	8/17 teachers have been reimbursed
Nitwits		\$ (549.18)	\$ (549.18)	
Website		\$ (149.12)	\$ (149.12)	
Pancake Breakfast		\$ (119.70)	\$ (119.70)	
Donation to Cedar Drive JPS		\$ (2,000.00)	\$ (2,000.00)	
Other		\$ (26.72)	\$ (26.72)	
Scientist in the School		\$ (3,237.00)	\$ (3,237.00)	13 sessions booked
Bank Charges		\$ (120.00)	\$ (120.00)	
			\$ -	
	<b>\$ 12,106.07</b>	<b>\$ (14,769.98)</b>	<b>\$ (2,663.91)</b>	
Starting Bank Balance <b>\$21,531.73</b> August 1 2023				
Total In YTD	<b>\$12,106.07</b>			
Total Paid out YTD	<b>-\$14,769.98</b>			
Current Bank Balance	<b>\$18,867.82</b>			

Elizabeth Simcoe School Council APPROVED PLANNED/PROJECTED Income/Expenses YTD				
	Income	Expenses	Profit / Loss	NOTES
Pizza Lunches	\$ 8,200.00	\$ (3,200.00)	\$ 5,000.00	Final total pending; based on current data
NitWits		\$ (600.00)	\$ (600.00)	
Website		\$ (350.00)	\$ (350.00)	
Classroom Enrichment		\$ (2,250.00)	\$ (2,250.00)	9 @ \$250
Dance/DJ		\$ (1,000.00)	\$ (1,000.00)	
EcoClub		\$ (500.00)	\$ (500.00)	
Grade 6 Grad Expenses		\$ (2,500.00)	\$ (2,500.00)	
Parent Workshops		\$ (1,000.00)	\$ (1,000.00)	
Lunchroom Table		\$ (1,800.00)	\$ (1,800.00)	
Instrument Repair		\$ (1,000.00)	\$ (1,000.00)	
Instrument Purchase		\$ (2,250.00)	\$ (2,250.00)	
Roseneath Presentation		\$ (932.25)	\$ (932.25)	
Bank Charges		\$ (90.00)	\$ (90.00)	April to September Fees
			\$ -	
	<b>\$ 8,200.00</b>	<b>\$ (17,472.25)</b>	<b>\$ (9,272.25)</b>	
Current Bank Balance <b>\$18,867.82</b>				
Projected Total In YTD	<b>\$8,200.00</b>			
Projected Total Paid out YTD	<b>-\$17,472.25</b>			
Projected Bank Balance	<b>\$9,595.57</b>			
Purple highlight indicates a change or addition from previous report				