



**Sir Arthur Currie School Council & Home and School
Meeting Minutes
Monday October 5th, 2026 @ 6:00pm**

Present

Katie Brooks, Janet Purdy, Alex Lind, Jacklyn Varanelli, Caroline Woodburn, Swapnil Verma, Clayton Brown, Ashley Hesketh, Tanja Keuneman, Erica Lafferty, Bayley Inniss, Lillian Tran, Jennifer Charlton, Moumita Bose, Ashley Davis

Summary of October Meeting Action Items

- **Lillian** will submit the School Council voting member form.
- **Alex** will connect with Ashley D. to transition the role of the Secretary, including recording meetings and preparing/distributing minutes.
- **Members** who wish to be voting members and have not yet completed the required form will submit it.
- **Council/Administration** will follow up on any outstanding den parent placements and continue using the den parent network to support volunteer recruitment.
- **Council Executive** will connect with the Northwest school regarding the possibility of a joint Culture Night and determine potential timing.
- **Council** will develop a process for surveying families interested in participating in Culture Night, including identifying families interested in hosting cultural tables.
- **Alex** will develop a Google Sheet to track businesses contacted as part of the playground donation campaign.
- **Caroline** will circulate the finalized playground/business donation package through School Messenger and encourage families with business connections to participate.
- **Caroline** will finalize wording regarding donor recognition, with specific recognition details to be determined after the fundraising campaign.
- **Swapnil** will continue working with Administration/Finance to obtain outstanding invoices and reports required to complete the financial review.
- **Swapnil/Council Executive** will establish a shared electronic location for ongoing Treasurer documentation and work toward more regular monthly financial reconciliation.
- **Council/Home & School members** will continue seeking a DJ for the October 29th Halloween Dance, including contacting local high schools regarding students interested in completing volunteer hours.
- **Council/Home & School** will proceed with planning the Halloween Dance for October 29th, with a fallback music option if a volunteer DJ cannot be secured.

School Council meeting called to order at 6:05pm



Welcome & Agenda Review

- Members introduced themselves and shared their connection to the school and School Council.

School Council Nominations

- School Council nominations and voting membership requirements were reviewed.
- Members were reminded that individuals wishing to have voting rights must complete the required voting member documentation.
- Council discussed quorum requirements and the importance of maintaining sufficient voting membership and attendance to conduct business.
- Virtual participation was discussed as a way to reduce barriers to attendance and support quorum.
- Alex will connect with Ashley to discuss the role of the Secretary, including recording meetings and preparing/distributing minutes.

Executive Members

- *Motion for Swapnil Verma to be **Treasurer** of School Council and Home and School for the 2026/2027 year*
M: Alex Lind, S: Katie Brooks **CARRIED**
- *Motion for Ashley Davis to be **Secretary** of School Council and Home and School for the 2026/2027 year*
M: Alex Lind, S: Katie Brooks **CARRIED**
- *Motion for Katie Brooks to be **Co-Chair** of School Council and Home and School for the 2026/2027 year*
M: Jacklyn Varanelli, S: Alex Lind **CARRIED**
- *Motion for Alex Lind to be **Co-Chair** of School Council and Home and School for the 2026/2027 year*
M: Jacklyn Varanelli, S: Katie Brooks **CARRIED**
- *Motion for Jacklyn Varanelli to be **Past Chair** of School Council and Home and School for the 2026/2027 year*
M: Alex Lind, S: Katie Brooks **CARRIED**

Voting Members and Quorum

- Council reviewed the list of individuals interested in becoming voting members.
- Some members had not yet completed the required voting member form.
- Members were encouraged to submit the paperwork so that the official voting membership list can be maintained.
- Council discussed the importance of maintaining sufficient voting membership to meet quorum requirements.



- Online meeting participation was noted as a useful option for members who cannot attend in person.

Administrative and Academic Update

- Administration reviewed the purpose of School Council and emphasized the importance of parent feedback regarding student achievement, wellbeing and school programming.
- Admin reviewed diagnostic assessment data in literacy and mathematics.
- Diagnostic assessments are used to determine where students are academically and to identify areas requiring additional support.
- Teachers are collecting information on students who are not yet meeting grade-level expectations and identifying appropriate interventions.
- The school continues to focus on:
 - Improving problem solving in mathematics.
 - Supporting literacy and language acquisition.
 - Using diagnostic information to refine school and classroom goals.

Staffing Update

- **Susan** is currently filling the junior French teaching position while **Trish** is on leave.
- There is currently no confirmed return date for Trish.
- Susan is also involved in intramurals for Grades 4–6 and is running an Origami Club.
- Administration expects the French program and related activities to continue.
- **Julie**, the school secretary, has gone on leave.
- **Valerie** has returned and is serving as the continuing/full-day secretary with responsibility for finances and related administrative matters.
- **Alyssa** continues as the half-time secretary.

Student Activities

- Cross-country is continuing, with regional competition taking place this week.
- Basketball season is beginning.
 - Mike, a student's grandfather, and Bruce are assisting as coaches for the boys' basketball team.
 - Sarah Moore and a parent are assisting with coaching the girls' basketball team.
- **Sock Drop** will begin October 19th as part of the school's Take Action Team activities supporting the Men's Mission.
- The school will again use a friendly classroom competition to encourage participation.
- **LifeTouch school photographs** are scheduled for October 28th, including individual and class photos.



EQAO Results & Academic Achievement

- Administration presented the recently released Grade 3 and Grade 6 EQAO results.
- Grade 6 reading and writing results were particularly strong, with approximately **98% of students meeting grade-level expectations** in each area.
- Mathematics continues to be the primary area identified for further school-wide attention.
- For EQAO purposes, students achieving Level 3 or Level 4 are considered to be meeting grade-level expectations.
- Administration reviewed the distinction between Level 2 students and students who are very close to reaching the next level.
- The school is examining the detailed EQAO "dot score" information to better understand where students fall within each achievement level.
- A notable portion of students were identified as being close to the next achievement level, prompting discussion about targeted interventions and strategies.
- Reading and writing results remained comparatively strong.
- Council discussed whether changes in student enrolment and school boundaries may have affected the size and composition of the EQAO cohort. Administration noted that the available data does not currently provide enough information to fully assess that impact.
- Administration emphasized that EQAO is only one source of information and that teachers also use classroom assessments, diagnostic assessments and other ongoing measures.
- Council discussed the possibility of test-taking anxiety and student familiarity with computer-based assessments as factors that may influence results.
- Teachers are preparing students for EQAO through practice with multiple-choice questions, online assessment formats, written responses and test-taking strategies.
- EQAO assessments are expected to take place from approximately early May through early June.

Hot Lunch Update

- The hot lunch program is being administered through the school, with Grade 8 students assisting with distribution.
- Tahini's and Subway have been working well, with lunches arriving in individually organized bags for classrooms.
- Administration identified an issue with pizza being delivered by individual slices rather than by classroom boxes.
- Concern was raised about younger students carrying individual slices of pizza through the school, particularly on stairs.
- Administration has therefore changed the pizza arrangement back to classroom boxes.
- The change results in a higher cost for pizza.



- Families who pre-purchased pizza under the previous pricing structure will receive a credit for the difference and the vendor will be reaching out to families to notify them.
- The existing classroom delivery model will continue for the other hot lunch vendors.

Hot Lunch Proceeds

- Council reviewed how proceeds from the hot lunch program are allocated.
- Council discussed previous allocations, including STEAM-related initiatives and the playground project.
- Council noted that the school remains in a relatively healthy position for technology and other classroom resources, with existing funds available for certain STEAM needs.
- Council also discussed the transfer of a portion of previously raised funds to Northwest following student transfers associated with the school reorganization/transition.
- Council agreed that the **playground project should continue to receive hot lunch proceeds for the next several months**, with the allocation to be revisited around December

Motion for October, November and December 2026 Hot Lunch proceeds to go towards the playground fundraiser.

M:Katie Brooks, S: Alex Lind

CARRIED

Community Engagement and Volunteer Recruitment

- Council reviewed the successful Meet the Teacher/Open House event.
- A significant number of parents signed up to become den parents.
- A small number of classrooms may still require den parent representation.
- Council also collected names of parents interested in volunteering at individual events.
- The volunteer list will provide an additional pool of parents who may not be able to join Council but are willing to assist with specific events.
- Council discussed the importance of continuing to build parent engagement and volunteer capacity.

Culture Night

- Council discussed bringing back a Culture Night, which had been successfully held previously.
- Members discussed the possibility of partnering with Northwest Public School for a joint event.
- A joint event was viewed as a positive opportunity to build connections between the two school communities.
- Council discussed connecting with **Carla**, who has experience with the previous Culture Night and is involved with Northwest.



- Council will connect with Northwest to determine whether there is interest in hosting a joint Culture Night and what timing would work best in the Spring.
- Council discussed using a survey to identify families interested in participating and hosting cultural tables.
- Families representing the same or similar cultures could work together to plan their tables.

Community Events & Winter Marketplace

- Council discussed the possibility of a marketplace where local businesses, families and students could sell products.
- Potential participants could include small businesses within the school community and students who make products such as crafts or 3D-printed items.
- Council discussed whether the marketplace should be a fundraiser or primarily a community-building initiative.
- The marketplace could include student enterprise opportunities and connections to classroom curriculum.
- Council also discussed the possibility of incorporating student-created artwork and products.
- Council agreed to continue developing these concepts as potential community events.

End of Year Community Event

- Council discussed the possibility of holding a larger community-building event at the end of the school year, such as a fun fair, barbecue or school picnic.
- A school picnic was discussed as a potentially more manageable alternative to a full-scale fun fair.
- The goal would be to provide an opportunity for students and families to spend time together and strengthen connections within the school community.
- Members acknowledged that larger events require significant volunteer capacity.
- Council agreed that volunteer participation should be assessed as the year progresses.
- High school students and former students may also provide an additional source of volunteers through community service hours.

Business & Community Donation Campaign

- Council reviewed the playground business/community donation package.
- The package is considered ready to launch, with the playground fundraising website now incorporated.
- The website includes information about the project, frequently asked questions and a visual representation of the proposed playground.
- Council discussed making the donation campaign available to both businesses and individual families.



- The campaign will be communicated through School Messenger and from council members to the community.
- Families will be encouraged to identify businesses within their families or community that may be interested in supporting the project.
- Council discussed the importance of avoiding duplicate outreach to the same businesses.
- A shared Google Sheet will be used to track businesses contacted and avoid duplication.
- Council discussed maintaining a list of businesses from previous fundraising efforts.
- Donation methods and the appropriate process for receipts will continue to be clarified.
- Council discussed donor recognition.
- Rather than committing to specific recognition levels before the fundraising campaign is complete, the communication will indicate that donors will be recognized, with a potential tiered recognition model to be determined based on the final fundraising results.
- Potential recognition ideas discussed included a permanent plaque, school display, Currie Paw recognition, or other visible acknowledgement.
- Council agreed that recognition details should remain flexible until the fundraising campaign results are known.

Treasurer Update

- Swapnil provided an update on the review of the School Council and Home & School financial records.
- Most categories from the previous year's financial review have been reconciled.
- Several outstanding invoices and reports are still required before the School Council financial review can be fully completed.
- Some historical STEAM-related accounts require clarification and reconciliation.
- Council discussed the impact of funds transferred to Northwest and the need to ensure historical accounts are properly closed out.
- Council agreed that financial information should be organized electronically so that appropriate members can access current documentation.
- The existing Google Drive used for Council documents may be used to store Treasurer documentation.
- Going forward, Council would like to move toward more regular/monthly financial reconciliation rather than waiting until year-end.

School Council meeting adjourned at 7:28pm
Home and School meeting called to order at 7:28pm

Home & School Governance & Membership



- The distinction between School Council and Home & School was reviewed for newer members.
- School Council focuses primarily on the school's advisory mandate, while Home & School provides a structure for fundraising, community activities and purchases.
- Home & School funds are maintained separately from School Council funds.
- Home & School membership provides insurance coverage for activities and volunteers.
- Home & School funds provide greater flexibility for purchases and activities that may not be available through the school purchasing process.
- Members do not need to be part of the Home & School executive in order to become members.
- A **\$25 family membership fee** applies to Home & School membership.
- Members must complete the membership form/provide their contact information in order to participate in Home & School voting.
- Council reviewed the need to maintain sufficient membership to establish quorum.

Home & School Executive

- Council discussed whether changes were required to the existing Home & School executive.
- Members agreed to maintain the existing executive structure voted in School Council portion of the meeting.
- Members interested in joining Home & School were encouraged to complete the membership form.

Halloween Dance

- The Halloween Dance remains scheduled for **Thursday October 29th**.
- The event has already been communicated to families and will proceed.
- The proposed structure is:
 - **JK–Grade 5:** 5:00–6:30pm
 - **Grades 6–8:** 7:00–8:30pm
- A DJ is still required.
- A commercial DJ option is available for approximately **\$625**, discounted from the regular rate.
- Council noted that the cost would significantly reduce the fundraising proceeds compared with the previous year.
- Members agreed that the primary purpose of the dance is community-building and providing students with a fun event, rather than maximizing fundraising.
- Council will continue looking for a donated or low-cost DJ.
- Local high schools, including Banting, Medway and Beal, may be contacted regarding students interested in completing volunteer hours.
- The DJ would need to be available for approximately **4:00–9:00pm**, including setup and take-down.



- Den parents and the broader school community will also be asked whether they know someone who could volunteer or provide DJ services.
- If a DJ cannot be secured, Council will explore a lower-cost music solution using existing speakers/equipment as a last resort.
- Council discussed decorations and activities, including Halloween tattoos and other student-friendly activities.

Home and School meeting adjourned 7:35pm

Next Meeting

- Next School Council and Home & School meeting: **Monday November 2nd, 2026 at 6:00pm.**