

# Elementary West Subcommittee: Meeting Summary Report

Wednesday, November 29th, 2017, 7:00 P.M., LBPSB

## Attendance:

Representatives from 9 out of 17 schools were present. Also in attendance was the Commissioner from Ward 11 and the Regional Director for Region 1. There were no parent representatives from SNAC in attendance.

## Overview of the General Operation of Committee:

- Internal Rules were established and approved.
- Date and Locations of future meetings: **January 25<sup>th</sup>, March 22<sup>nd</sup>, & May 17<sup>th</sup>**. Meetings will be held at the school board and will begin at 7pm.

## School Concerns: Open Discussions on School Related Issues or Questions

- **Bullying:** Discussed how each school addresses bullying and what measures are in place to reduce and monitor bullying; including the TTFM survey, special activities, the school's Anti-Bullying Plan, and school level special activities. Administration also shared that a special training is taking place to help principals determine when to have the police intervene if/when dealing with unique cases.
- **Microwaves:** Conversation on why some schools permit the use of microwaves and why some do not. Pros and cons of each were discussed.

## Preparing students for high school: how can the elementary school help?

- **Whose job is it to prepare students?** Discussed the potential roles schools and parents can play.
- **Enrichment Exams:** In many communities, parents may feel or believe that they need to "prepare" their kids for the exam. However, it was confirmed by Administration that because of the type of test being administered, that kids do not need to "study" for the exam. It was also mentioned that having teachers use class time to help students prepare for the Enrichment Exams would not be in the best interest of all students; and therefore, probably not the best use of instruction time.



### School Level Lunch Policies and Chartwells

Many topics concerning Chartwells were discussed including:

- How schools are managing the **distribution** of Chartwells hot lunch meals
- The different roles **daycare staff** are playing in managing Chartwells hot lunch service.
- Who is providing **feedback** to Chartwells?
- How schools can **opt-out** of the service? What could potential consequences of doing so be for the school and for the board? What should be best practices for GB's to follow before they choose to opt-out?

### Tell Them from Me Survey

Administration reviewed how the survey is used and by whom the results are reviewed and shared. Although the surveys happen at the school, they are given to the Educational Services Department to review results. Particular mention was made that discussions are taking place to potentially conduct a TTFM survey for parents.

### Summary of Action Items: Transforming Discussions Into Action

- Look at creating a “Best Practices” folder where members can contribute some of their **schools’ best practices**. Such as anti-bullying campaigns, successful fundraisers, working with community partners, transition to high school support, polling parents, etc...
- Assist the committee members, both present and future, by keeping record of “**good to know information**” that may help members who are new to committees. For example, whose decision is it to allow children to use a microwave at lunch? The information would potentially allow members to easily find answers to frequently asked questions that may come up each year.

**Next Meeting: Thursday, January 25<sup>th</sup>, 7pm at the School Board.**

*The above meeting summary constitutes a general and partial overview of the meeting content as understood by Angela Berryman. Please report any errors or inaccuracies to [petes\\_pr@lbpearson.ca](mailto:petes_pr@lbpearson.ca).*