

SMPS Council – Workplan 2021/22

Approved as a working document: November 24, 2021

Council Priorities (SMPS By-Law)	2021/22 Activities	Written Deliverable	Timing	Lead / Status	Funding Implications
QUALITY					
Improve pupil achievement and to enhance the accountability of the education system to parents	Review the School's Learning Plan and contribute to the plan by offering advice and actively soliciting feedback from the parent community (recognizing that some goals are set by district, others are school-specific – goals are generally established by November) Provide parents with regular updates on the SLP	SLP review and annual timelines (integrated within Council annual planning checklist)	November / February / May		
	Receive and provide advice on school budget priorities		TBD		
	Establish annual review / input process including how to engage parents (recognizing that this year needs to be flexible in the context of the pandemic)	Parent SLP engagement schedule	By June 2022		
Assist the Principal in achieving the objectives set out in the school's action plan for improvement	Activities TBD based on principal reports on the SLP				
Enhance and maintain good governance practices as a Council including Council member skill development	Information and training sessions to enable members of the council to develop their skills as council members		October for orientation for new members Ongoing	Lynn / Kyle with support from Shayla (OCASC linkages)	
	Implement permanent brief in-camera session (post or pre) regular Council meetings as part of the Standing Agenda		By January 2022	Lynn	
	Review Council Bylaw to ensure alignment with our goals and objectives	Updated Council Bylaw	Present proposed amendments in January 2022, finalize by March 2022	Natasha / Kyle / Lynn	
	Confirm Council checklist of annual activities (using TDSB checklist as a model) and develop a standing annual workplan for Council that contains these regular tasks and activities.	Council checklist	By June 2022	Lynn / Kyle	

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COMMUNICATIONS					
Facilitate effective, two-way communication between the Principal and the parent community	Provide input on the principal profile		October 2021	Lynn / Kyle	
Share information with parents and the community members, and seek their ideas and views about matters under consideration by Council; Take a lead role in celebrating the successes of the school	Share Council meeting dates, planned activities, and Council updates on a regular basis via school e-blasts, website updates and Facebook		Ongoing		
	Develop and share annual workplan; develop and report on annual budget and fundraising priorities, based on workplan activities	2021/22 Council Workplan, Council budget allocations	December 2021		
	Establish a process and timelines to receive and review funding requests from the school: <ul style="list-style-type: none"> To provide funds for healthy nut-free snacks and/or lunch backup purchases to be distributed as determined by the office staff to students in need To provide funds for gardening supplies for the SMPS gardens To allocate funds to the school for learning enhancement activities – a target amount would be set by the Board at the beginning of the year, contingent on funds available – these would typically be submitted by division (e.g. Scientists in School) in Fall and Spring (timelines?) to support the School Learning Plan – ideally, these requests would coincide with SLP updates Additional costs from time-to-time as resources allow e.g. Bus costs for field trips, extracurricular activities, cost coverage for students/families for families in need for field trips 	Integrate within Council planning checklist	By June 2022		
	Conduct annual parent feedback survey to inform future year school council activities	Summary feedback report	June 2022		
	Send request to school community outlining planned activities, and specific supplies and volunteer roles required		December 2021		

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ENGAGEMENT					
Promote parental involvement in the school's success in as many areas as possible to enrich the school's environment for its students.	Workshops and/or seminars for parents/guardians: <ul style="list-style-type: none"> Book dates for 2021/22 year Identify themes and focus areas: proposed focus on mental health and community building 		Speaker Series/Activities: Dec 9, Jan 20, Feb 17, Mar 17, Apr 14, May 5		Potential fees for guest speakers, depending on focus
	Developing a sense of community with parents and guardians: <ul style="list-style-type: none"> Spirit wear initiative Family Trivia Night (could be online) Update "Rock" project – will need to determine logistics Family Scavenger Hunt (online/in-person) Council Book Sale (dependent) – if held, would be aligned with end of year School BBQ/Carnival *could also integrate outdoor live performances (needs to be explored) Potential future year activities: culture night, meet your school night, science/STEM night (post COVID)		Oct/Nov Feb/Mar Apr/May Apr/May June 14-17 (book sale TBD) – BBQ (June 16)	Laurie Rogers	Minimal costs for prizes, printing potentially etc. Rock project - \$500 BBQ/Carnival: requires \$2,000 in carrying costs for advance purchases (typically breaks even, but likely may not this year)
	School based services and community partnerships (e.g. Lunch programs) <ul style="list-style-type: none"> Pizza program Explore collaboration opportunities with Neighbourhood Watch to promote initiatives to reduce vandalism: Encouraging residents to report (clear messaging on current issues, risks to students etc.) Advocacy with OPS and OCDSB to clarify roles, identify safety/risk, and potential approaches that are needed 	Letter to OPS / OCDSB requesting OPS safety / risk assessment, solutions required	Suspended at current time Nov 2021	Pizza Coordinator with volunteer support Full Council	
	Special projects: <ul style="list-style-type: none"> Explore options / implement updated mural at school entrance (e.g. painted mural, reflective of school community) Stephanie di Trapani has shared a potential approach for discussion Nov 24 – acts of kindness project Complete raised gardens/planters in Kinders' outdoor space (and do costing for tables / logs as a potential future project) 		By June 2022 / For discussion Nov 24 / TBD	Mural Working Group to explore options, review logistics, identify ways to engage students and staff in the process, make recs to Council	TBD Planters – minimal
Promote staff involvement in Council activities through staff representation at Council, and mechanisms to support input	Implement strategies to engage staff at Council table (eg send memo from Council, provide for rotating participation at meetings)		December 2021		