

HPAS Official Council Meeting Minutes

IN ATTENDANCE: in person

- Natalya Brylynska(VP)
- Elle Morris
- Joanne Huber
- Heather Phillips
- Julia Swaigen
- Sonia Satov
- Leif Grugeler (Student Rep)

IN ATTENDANCE: virtually

- Danielle (Teacher)
- Kari Sattler
- Janine Naumann
- Caley Bell Pascht
- John Tummonds
- Kimberly Booker
- Ashlea Quigley
- Janine Naumann
- Ivanka Slywynska

COUNCIL MEMBERS ABSENT

- Mahima Madhava (regrets)
- Diana Holec (regrets)
- Adam Sakiyama (regrets)
- Maggie Dunlop (regrets)
- Stephanie Pellatt

Date: May 25, 2026

Time: 6:00 p.m. - 7:30 p.m.

Location: HPAS Staff Room - Childcare will be provided

Virtual: <https://teams.microsoft.com/meet/22698184223031?p=bsjwmFWOoAnRyY17zk>

Meeting ID: 226 981 842 230 31

Passcode: R6bs2Nq9

1. Land Acknowledgement

Co-Chair: Julia Swaigen

2. Welcome & Introductions

Co-Chair: Heather Phillips

- Welcome & introductions
- Review meeting structure

3. Approval of Agenda and Previous Minutes




Co-Chair: Heather Phillips



[Click here to read meeting minutes from the last official council meeting](#)

Motion to approve: Joanne

Seconded by: Elle

4. Reports (Pre-Submitted)

Report & Link	Presenter	Notes from Meeting
Admin  ADMIN REPORT	Nataliya	<p>A second survey was sent to be completed after reports, that is a follow up to the survey sent and discussed earlier, to see if there are changes based on strategies implemented in response to the first survey. Also, “fireside chats” (meetings with admin and individual teachers) were held to address specific students and specific areas of concern to support.</p> <p>Knowledge Hook missions are linked to give parents a sense of the type of work, including many hands on measures and materials (mostly not on the computer). The Knowledge Hook test helps to determine which areas need improvement and gives strategies, and follow-up assessments to measure growth.</p> <p>4 meetings will be held next year.</p> <p>Sept. 4th is the date when information will be shared (as directed by the board).</p>
Teacher  TEACHER REP...	Lillian	<p>Asking if each homeroom class will be receiving a yearbook. (Confirmed!)</p> <p>Yearbook timing: Busy time of year for Danielle (grad trip, report cards, IEPs, etc.). It is a scramble with this timing, and big events are missed from the yearbook as they occur after it is published in June. Could it be moved to September sales?</p> <p>GROUP DISCUSSION POINTS:</p> <ul style="list-style-type: none"> ● Can we sell in June but print in September? ● Issues with selling in September for grade 8 students as they won't be linked to HPAS school cash online, etc. ● Include budget item for shipping costs for potential of students moving out of the city after the school year. ● Add in strategies for supports earlier in the year, and specific supports needed (i.e. a team in the fall with an parent volunteer that is an administrative support as opposed to a creative director) <p>FALL AGENDA</p> <p>From Kelly:</p> <ul style="list-style-type: none"> ● Batch bakers was a huge success. Who can take this on to continue the program in her absence. FALL AGENDA ● Youth Climate Action Grant - Who might want to apply for it? Joint parent council and teacher initiative? Due in November FALL AGENDA
Treasurer  TREASURER RE...	Joanne	<p>June is very expensive. We usually spend \$8000 - \$10000 in June, and there are items in September that we need to spend money on before any money comes in. All motions tonight are in consideration of the 8 - 10 thousand.</p>

		<p>\$250 approved for author visits was supposed to be for music? Miscommunication in the fall. They had expected sharing costs for AV equipment AND for sheet music. <u>MOTION</u>: Approve the \$250 cost for shared AV equipment and joint music club expense. SECONDED: Elle and Sonia Unanimous / 100% approval</p> <p>Another miscommunication, surrounding HST not included. <u>MOTION</u>: Add the HST contribution SECONDED: Elle Unanimous / 100% approval</p> <p>Bake sale budget needed. We expect to make enough to well exceed costs. <u>MOTION</u>: \$600 for budget for bake sale for fun fair. Unanimous / 100% approval</p> <p>We need more money for yearbook budget to cover costs for essentially a down payment as we process the yearbooks before the funds go through from families purchases. We will make money from the sales, but need more money upfront. <u>MOTION</u>: \$301 for a "buffer" in yearbook budget. Unanimous / 100% approval</p>
<p> COMMUNICATIO...</p>	<p>Elle</p>	<p>The survey will help gather information to continue to revise communication strategies and processes. Including:</p> <ul style="list-style-type: none"> - Adjusting newsletter timing - Adding a page for new HPAS families ("Need to Know") - Text Tree needs to be streamlined / adjusted <ul style="list-style-type: none"> - Parent Rep issues (Teachers decline? Parents don't volunteer?) - Is there a teacher who would be willing to work with Elle on the community ask of having class parent (volunteers)? Basically to send out a communication from Elle to join. FALL AGENDA <p>Elle welcomes ideas and feedback on all of these and others.</p>
<p>Chair  CHAIR REPORT</p>	<p>Julia/Heather</p>	<p>Met in Feb. with teachers about results of tech survey. They have come back with a document that splits by division how tech is used. This is linked in the agenda. Parents are encouraged to look at this and gather a sense of how tech is used. Teachers were very receptive to this discussion. It felt very collaborative. Teachers had already agreed to no free time on screens. IF you hear differently from your child, please let your child's teacher know. Address any concerns about tech use directly with teachers.</p> <p>Fun Fair Bake Sale: Opportunity to work together (HPAS & ASPS) and have representation of both at the fun fair.</p>

		<p>Play Day - STILL LOOKING FOR VOLUNTEERS! :) Police check is not needed for play day positions.</p> <p>HPAS Reads - Initial meeting with Kelly Iggers. This could be a big HPAS event. More information will be shared before the end of the year so we can hit the ground running.</p>
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4. Discussion & Decision Items

Co-Chair: Heather Phillips

Item & Presenter/ Guest	Notes / Attachments	Decision / Action	Notes from Meeting
September planning for PPP	Revisiting the pillars and planning for how we return to them in the fall	ACTION ITEM: We will need a teacher representative for PPP. Danielle to reach out to staff for someone for next year.	We need teacher involvement. In the past it has been all of the teachers. This has not quite occurred since the pandemic. Parents want this to be collaborative and supportive to what you are already doing and to extend this work.
Teacher Tech Doc	Sharing and provide update on tech LINKED DOC: How Tech is Used in HPAS Classes 25/26 - Parent/Council Copy	Document will shared with community in the meeting and our June (final) newsletter	Discussed above.
Tech Literacy Programming	Council input on proposed focus areas - supported by the PRO Grant	update	The grant is for parents engaging in their children's education. The proposed project was to bring in a trainer to develop a digital wellness toolkit. We have now found an appropriate vendor: Common Compass. We were given an extension. Now the event will happen in June. It will be hybrid or virtual.
No phones from bell to bell	(Kari) Proposal for next year		PROPOSAL: No phones from bell to bell, which has been modelled in other schools. Digital wellness initiative. This would include no access to phones during recess and lunch time. The premise is based on the idea that mental connection is maintained with phones when students are expecting access soon. Kari shared points on impact on social, emotional and academic success. The broad goal is to maintain schools as places of learning and meaningful social connection. Kari contacted Unplugged Canada and our school has 57

			<p>pledges. This data shows a level of community support.</p> <p>DISCUSSION: Council asks Admin to discuss if this is something they would consider implementing, and if they would like us to gather more information from parents (such as a survey, etc.).</p> <p>There is already a board policy that covers this essentially. The only areas that are current challenges (like sneaking in lockers and off campus) are ones that can't be fully enforced.</p> <p>Danielle - smart watches are still an issue</p> <p>Suggestion - Highlight this in admin communication and in newsletters and other parent communications (including rationale and reminders)..</p>
2026/27 Council Structure	(Heather + Julia) Increasing meetings from 4 to 6 - discuss.		<p>Concern expressed early on. We tried it, and have reflected that the work load increase and loss of momentum is very difficult. It has been asked (to admin) to increase to 6 (between the current 4 and previous precedent of 8). This could decrease other areas of meeting time so perhaps a redistribution rather than an addition. ByLaws state that an alternate designate can be appointed instead of admin - Perhaps that could help with admin's POV that they are spread thin.</p> <p>What is the next step if the admin and council do not agree? Natalya says perhaps it goes next to Superintendent.</p> <p>Timing - A June meeting would be very important for treasurer purposes. The timing is hugely impacted by the mandatory timing of the first 2 meetings.</p>
Council members future intentions	<p>Canvassing intentions re: who is staying on council and what roles still need to be filled.</p> <ul style="list-style-type: none"> ● Communication / Secretary Assistant (supports secretary, manages email inbox, support Elle) ● Treasurer 		Volunteers needed! :)

Summer committee	To plan for Sept/Oct events before next years budget is passed (SCO, Pizza, HPAS Reads)		
Review upcoming events and their leadership	(H&J) See section #5, below		We learned that some organizations need a year lead up time for donations so we need to get approval and start labor early on. ASK for ADMIN: Can we have approval for a silent auction next year? Joanne adds that there could be sub-committees
Library Partnership	(Kari) TDSB and TPL		Connect library with Kelly Iggers
Budget Tidy Up	(Joanne)		
Itinerant Music Program	Waiting list		Admin says we'll hear back on Sept. 4th. ASK for ADMIN: Please put us on the waitlist, when the opportunity arises, for an itinerant music teacher.
Event volunteers			There is a plan in September for a clearer set of asks (i.e. with time parameters)

5. Upcoming Events & Dates

Communications: Elle

Event	Date	Notes / Lead
HPAS Reads	Sept 2026	Event Lead: VACANT Council Reps:
Coffee House		Event Lead: Sara Klaiman Council Reps: VACANT
Movie Night		Event Lead: VACANT Council Reps: VACANT
Big Chill	Jan 2027	Event Lead: Kate Pulman & one additional person Council Reps:
Winter / Spring Concert Bake Sale	Dec/May	Event Lead: Alysa Pires Council Reps: VACANT
Silent Auction for Summer		Event Lead: VACANT Council Reps: VACANT

Play Day	June	Event Lead: VACANT Council Reps: VACANT
Bylaw Review		Event Lead: VACANT Council Reps: VACANT

6. Action Items & Follow-Up

Co-Chair: Julia Swaigen

(Secretary to update after meeting)

Action Item	Assigned To	Due Date	Status
Proactive yearbook planning	To be addressed in fall council meeting		
Batch bakers program	To be addressed in fall council meeting		
Youth Climate Action Grant	To be addressed in fall council meeting		
Class parents and phone trees	To be addressed in fall council meeting		
Sharing information about HPAS reads	Julia and Heather	Before the end of the year	
Teacher rep(s) needed for PPP committee for next year	Danielle		
Sharing teacher tech doc with the school community	Elle?	Final June newsletter	
Highlight tech use policies in communications (re: no phones during the school day)	Admin and Elle		
Sort out if it is in policy that we can partner with Petti Fine Foods	Heather and Julia?		

7. New Business / Open Floor

Co-Chair: Heather Phillips

Petti Fine Foods

- Many parents have come from different directions to ask if we can have Petti Fine Foods
- This has been thought of earlier
- There have been lots of communications
- We have learned (from TDSB Vendors people) that we can have non TDSB vendors for this purposes
- Natalya says that Jummi and her will only allow TDSB approved vendors because it is policy
- Julia and Heather are sharing that the TDSB coordinator of business and educational partnerships said we can under policy (PO21)
 - Food vendors have not been able to apply / get on the list since 2024
 - Petti Fine Foods has been trying
- Natalya says that if we find that it is allowed in policy than they would move forward in decision making differently, ie she would be open to it

8. Next Meeting

Co-Chair: Heather Phillips

- **Date:** June 22 (Unofficial Meeting)

9. Adjournment

Co-Chair: Heather Phillips

Motion to Adjourn: Sonia

Seconded by: Joanne