



# ORCHARD PARK HIGH SCHOOL


## SCHOOL COUNCIL MEETING

<b>DATE</b>	March 05, 2026	<b>TIME</b>	6:00 pm	<b>FACILITATOR</b>	Sue
-------------	----------------	-------------	---------	--------------------	-----

COUNCIL MEMBERS			
Kristen Armstrong – Principal	Sue Mellor – Cooke – Chair	Mani Bhandari	Alyssa Gingras
Christina Shadbolt - secretary	Michelle ChooSon	Kelly McLean	Tahira Awan
Attendees: Kristen, Sue, Christina, Michelle, Mani (remote)			

TIME	ITEM	OWNER
6:18	<b>Land Acknowledgement</b>	Sue
6:20	<b>Attendance</b>	Sue
6:20	<b>Agenda Approved</b>	Sue
6:21	<b>Minutes from Jan 28<sup>th</sup> meeting approved</b> <b>Action item:</b> Christina to send the approved minutes to Joanne for posting on the school council tab on the webpage.	Sue
6:21	Principal Report <ul style="list-style-type: none"> <li>Semester 2 is well underway</li> <li>March 6 is a PA Day the staff will be engaging in learning opportunities</li> <li>AM session includes: Indigenous Education, Reconciliation Erins Law Bill 123 Sexual assault and the duty to report Healthy relationships</li> <li>PM Session includes: AI – theory and practical applications</li> <li>Out-of-catchment applications are due March 6<sup>th</sup> at 4pm</li> <li>OP has approx. 30 students each year out of catchment with Robotics being the main attraction for attending OP.</li> <li>Parent/Teacher interviews will be held on March 26. Notice will be coming out with further details.</li> </ul>	Kristen

TIME	ITEM	OWNER
	<ul style="list-style-type: none"> <li>• OP will have a new website going live after the March Break, these updates will make the navigation more user friendly. This is a change board wide.</li> <li>• HPRS Survey (Health Peer Relationship Survey) is going out to the students. The focus of this survey is belonging within the OP community. It informs students of support that is available within the HWDSB. Once the results are finalized Kristen will share with the group.</li> <li>• Immunization suspensions will be sent out at the end of April (April 21). This is a health department suspension; the school is required to follow through with the suspensions. Notices will be going out to families to ensure their immunization records are up to date to avoid a suspension.</li> <li>• OP has a new partnership with one of its feeder schools – Eastdale. Eastdale does not have a nutrition program, OP special needs classes will be preparing and help to shop for the food. Eastdale will come to OP and pick up the food twice a week. Goal is to start with Eastdale in hopes to expand to our other feeder schools. There is funding for this program provided by the school board.</li> </ul> <p><b>Action item:</b> Sue will reach out to Winona to inquire about their apple delivery to assist with the nutrition program with Eastdale.</p> <p><b>Follow up from Jan Meeting:</b></p> <ul style="list-style-type: none"> <li>• The staff were asked to try and have lunch activities between both lunches as period 3 lunches have more activities.</li> <li>• Concerns with the Hub – this has been added to the monthly cabinet meeting (dept heads).</li> <li>• Voice to text on the Hub – there are new solutions that Kristen can share to mitigate the issues until the update program comes out. Please reach out to her for more information.</li> </ul>	
6:37	<p><b>Feeder Schools:</b></p> <ul style="list-style-type: none"> <li>• Sue reached out to the feeder schools. Many have replied and are excited to work with the OP school council.</li> <li>• Plan to attend the elementary school council meetings to learn concerns for the transition into high school.</li> <li>• Plan to coordinate an OP and the feeder school into one meeting to discuss how OP council can assist with high school transitions, and to meet and network with the councils.</li> </ul> <p><b>Action items:</b></p> <p>Sue – will update the group and replies comes in.</p> <p>Michelle- will set up an MS Teams chat to use. This will keep the conversation in one place and be available to everyone.</p>	Sue
6:40	<p><b>Bi-Laws:</b></p> <ul style="list-style-type: none"> <li>• Requests were made for any additions; no additional items were put forward.</li> </ul>	Sue
6:42	<p><b>Branding/ Logo</b></p> <ul style="list-style-type: none"> <li>• Michelle presented the group with 6 options for the logo.</li> </ul>	Michelle

TIME	ITEM	OWNER
	<ul style="list-style-type: none"> <li>• Discussed what items we could purchase as handouts when at a OP community even such as pens, buttons magnets etc.</li> <li>• Option to have shirts made. These would be community shirts that the members would wear during the event and then hand back in.</li> <li>• Target is to have merchandise available for the 20026/2027 school year.</li> </ul> <p><b>Action items:</b></p> <p>Michelle to take the edit suggestions back and make the changes.</p> <p>Michelle will also look at some pricing for merchandise and follow up with the group.</p>	
6:51	<p><b>Mission/ Vision Statement:</b></p> <ul style="list-style-type: none"> <li>• Michelle walked through the mission and vision statement.</li> <li>• Suggestion to reach out to the elementary schools and see if they have mission/ vision statements and what they are.</li> <li>• Discussion on the KPI (Key Performance Indicators) for our group.</li> <li>• Suggestion was made to invite the student council to attend a meeting to share the views of the students. This would also open a networking opportunity for the two councils to work collaboratively on events.</li> </ul> <p><b>Action items:</b></p> <p>Sue will gather the stats on the list of accomplishments for the past 2 years.</p> <p>Kristen will extend the meeting invite to two representatives on the student council to attend our May meeting.</p> <div style="text-align: center;">  <p>Parent Council OP.pdf</p> </div>	Michelle
7:13	<p><b>Social Media:</b></p> <ul style="list-style-type: none"> <li>• Approval to use an Instagram account.</li> <li>• OPSS Parent Council account has been set up. Currently Sue has carriage of the account.</li> </ul>	Sue
7:32	<p><b>Fundraising:</b></p> <ul style="list-style-type: none"> <li>• Fundraising options were discussed such as a movie night. The charge could be non-monetary such as clothing, hygiene products or non – perishable food for a food drive.</li> </ul>	Sue
7:37	<p><b>Parent Survey:</b></p> <ul style="list-style-type: none"> <li>• Sue will collate the suggestions that the group provided, as well as some alternate board examples.</li> <li>• Kristen will share the results of the current survey once they are available.</li> </ul>	Sue

TIME	ITEM	OWNER
	<ul style="list-style-type: none"> <li>All survey questions must be approved by the board prior to dissemination.</li> </ul>	
7:40	<p><b>Principal Survey:</b></p> <ul style="list-style-type: none"> <li>The group discussed the qualities it would be looking for if a change in staffing was to occur.</li> </ul> <p><b>Action item:</b> Sue will document the discussion and provide feedback to the board via the survey that was conducted.</p>	Sue
7:45	<p><b>Meeting was adjourned</b></p> <p><b>Action item:</b> Ad-hoc meeting to be set up prior to the May meeting to continue the discussion on the following:</p> <ul style="list-style-type: none"> <li>Mission/ Vision statement</li> <li>Fundraising</li> <li>Parent survey</li> </ul>	

**\*\* Next Meeting – May 20, 2026, at 6:00pm in the Learning Commons\*\***

Contact us: [orchardparkSC@hwdsb.on.ca](mailto:orchardparkSC@hwdsb.on.ca)

**Future Meetings:**

**TBD for 2026/2027 school year dates**