



Tiffany Hills Elementary School

PROUD SCHOOL OF HAMILTON-WENTWORTH DISTRICT SCHOOL BOARD

255 Raymond Road
 Hamilton, ON L9K 0H8
 Phone: 905.304.6223
www.hwdsb.on.ca/tiffanyhills

School Council Meeting Agenda

Date: May 5, 2026

Attendees: Ria McNicholls-Ramrattan, Mary Finstad, Ashley Buligan, Andrea Hitchcock, Ayaan Mohamed, Makarim Siralkhatim, Krishan Patel, Louise Young, Alena Saric, Christina Almas, Trang Dam, Melissa Pistolkors, Lucy Feng (virtual), Laura Varga (virtual)

<p>Co Chairs- Andrea Hitchcock & Fatema Bhabrawala</p> <p>Welcome and Land Acknowledgement Review and Approval of Minutes Review and Approval of the current Agenda</p>	<p>Hamilton-Wentworth District School Board acknowledges our presence on ancestral Anishinaabe and Haudenosaunee Confederacy land as determined by the Dish with One Spoon treaty. The intent of this agreement is for all nations sharing this territory to do so responsibly, respectfully and sustainably in perpetuity. We respect the longstanding relationships with the local Indigenous communities, the Mississaugas of the Credit First Nation and the Six Nations of the Grand River.</p> <p>Approval of Minutes - 1st (Krishna), 2nd (Makarim)</p> <p>Agenda approved</p>
<p>Business from the previous meeting</p>	<p>N/A</p>
<p>Principal's Report-</p>	<p>EQAO dates set Grade 3 May 19, 20, 21, 22, Make Up day May 25 Grade 6 May 28, 29, June 2, 3, Make Up day June 4</p>
<p>Teacher's Report-</p>	<p>Daily School Route (DSR) Mrs. Buligan had Dan from DSR to walk the neighbourhood with her class to make observations of how to improve daily school routes. Students created presentations to present to Craig Cassar and asked for modular seating along route and a water fountain at the park, which were stated to be reasonable requests. The city has plans to put in sidewalks and bike lanes along Garner in 2 years time.</p> <p>April 28- Skills Canada Ontario truck for grades 7, 8 May 4-8 Mental Health Week</p>



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	<p>Activities occurred on Monday, Wednesday and Friday bringing about Mental Health Awareness (e.g. Quack about Mental Health website)</p> <p>May 4, 5- Dental Screening for JK, SK, grade 2 June 1-4 Chef a l'Ecole grades 4-8 June 4- Soccer World trip Kindergarten June 8- Track and Field grades 6-8 June 9- Gr 8 trip to Playdium June 18- Soccer World trip grades 5, 6 June 19- Track and Field grades 3-5</p> <p>School Spending Requests \$200 for Grade 3 magnets \$650 for Grade 6 Science and Math resources \$900 for Grade 7/8 books \$2000 for grad trip \$500 for gym speaker The rest of the money will go towards laptops for Grade 6</p>
<p>Treasurer's Report- Krishna Patel</p>	<ul style="list-style-type: none"> ● Current account balance is \$21,943 ● Approx. \$12,000 available funds to spend ● The following were approved allocation of funds <p>Grade 8 Grad trip \$2000 Grade 3 science magnets \$200 Grade 6 Math and Science \$650 Grade 7/8 Books \$900 Speakers \$500</p>



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	Remainder for Laptops (Tech for school) - for the remaining balance that is insufficient for buying a laptop, funds will be given to the library for books
Chair's Report-	<p>1. Executive Council Roles & Responsibilities</p> <ul style="list-style-type: none"> ● Discussion and review of School Council Executive roles for the upcoming school year. Members are encouraged to review and take copies home for consideration. ● Chair / Co-Chair <ul style="list-style-type: none"> ○ Arrange School Council meeting dates ○ Create meeting agendas ○ Send meeting reminders ○ Chair meetings and oversee voting ○ Ensure meeting minutes are recorded & maintained ○ Review and approve minutes before distribution ○ Facilitate conflict resolution as needed ○ Communicate with the Principal on behalf of Council ○ Oversee School Council email account ○ Oversee Facebook page with FB team ○ Track events and support fundraising initiatives ○ Participate in all subcommittees, not required to lead ○ Lead SC Spring Fling initiatives ○ Consult with senior board staff/trustees as needed



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	<ul style="list-style-type: none">○ Attendance required at all meetings for at least one Co-Chair○ Strong organizational and communication skills preferred○ (Approx. 1–2 hours weekly; 3–4 hours leading up to meetings/Spring Fling)● Secretary<ul style="list-style-type: none">○ Maintain attendance records○ Record and prepare meeting minutes○ Revise minutes based on Principal/Chair feedback○ Share minutes with members prior to meetings○ Participate in meetings and fundraisers○ Requires consistent attendance and communication○ (Approx. 1–2 hours outside meetings for editing and communications)● Treasurer<ul style="list-style-type: none">○ Maintain and update the school council account summary○ Participate in meetings and keep council informed on current accounts○ Track and record spending approved○ Communicate approved funding to the Principal/Office Staff/Teacher Rep via email○ Requires consistent attendance and clear communication to support accurate fund tracking
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	<ul style="list-style-type: none">○ (Approx. 1/2 an hour time requirement outside of council meetings) <p>2. Executive Council Update</p> <ul style="list-style-type: none">● Heads up regarding Co-Chair Fatema Bhabrawala stepping down from the role at the end of the current term <p>3. Pizza Program</p> <ul style="list-style-type: none">● Proposal to move pizza ordering to a monthly ordering format (one week each month), similar to Sub Day and Snack Shack● School Council suggested putting all monthly items on School Cash Online at the same time <p>4. Welcome to Kindergarten</p> <ul style="list-style-type: none">● Play-Doh and toys available for children during parent discussions● Flyer re: school council will be put into Kinder Packages● Small Play-Doh giveaways for children● Factory Shoe cards will be given to parents● New setup location in the front hall due to classroom usage (where Kinder Packages will be handed out)● Volunteers: Hillay and Lucy supporting Andrea <p>5. September – Meet the Staff</p> <ul style="list-style-type: none">● Discussion Items:
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	<ul style="list-style-type: none">○ Book donations? - board would have to approve all book donations - unapproved books would need to be donated elsewhere<ul style="list-style-type: none">▪ School Council agreed on School Supply Donations instead (e.g. pencils, tissue, etc), as there is always a need for them. Andrea will make a flyer and send to Mrs. Buligan to ensure there is a complete list of needed school supply items○ Nutritionist participation - Laura will continue to inquire on this opportunity○ Join School Council flyer○ Additional ideas and suggestions <p>6. Spring Fling Planning</p> <ul style="list-style-type: none">● Vendor Update: 5 vendors have submitted their Certificates of Insurance to HWDSB and will be participating in the Spring Fling● Break schedule coordination - Fatema working on it● Vendor confirmations and pending approvals● Event map review - a QR code will be provided so that families can navigate the space accordingly - there are some changes, such as Presale Ticket pick-up being located at the back of the building<ul style="list-style-type: none">○ Mrs. Buligan will make signs/visuals for each station indicating number of tickets required○ Plants/Seedlings will be sold by Mr. Buttersworth's class - more information will be shared closer to Spring Fling
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	<ul style="list-style-type: none">○ Silent Auction - more information will be shared on how this works from Mrs. Buligan○ Scholastic Books Fair - Is it cash only? This will be verified○ Donations accepted for Mohawk Village Memorial park through Canada Helps - will be located in Front Foyer - need to verify if tickets can be donated or if only cash is accepted● Volunteer needs and supply check-ins● Cake Walk<ul style="list-style-type: none">○ Donations accepted Tuesday–Thursday (May 19-21) through classrooms (must ensure Best Before/Expiration Date is no earlier than date of Spring Fling - May 21st)○ Teachers to send donations to the office - Mrs. Buligan will let teachers know that donations will be coming in via students○ Donated items will be stored in the conference room until day of event● Volunteer Assignments<ul style="list-style-type: none">○ Cake Walk: Hillay, Sina & Krishna○ Pizza: Ayaan, Lucy & TBD○ Photo Booth: Trang, Christina & TBD○ Cotton Candy: Makarim & Alena○ Runners: Fatema & Andrea○ TBD closer to date: Laura & Melissa● Currently have 28 student volunteers to help with activities - trying to get 40. Student volunteers will
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	<p>receive an appreciation voucher for a pizza slice and pop</p> <p>Meeting Ended at 7:33pm</p>
New Business	
Next Meeting Date	Next Meeting: TBD for 2026-2027 school year