

**Paisley Road School Council Meeting Minutes -
Oct 17, 2023 in Paisley Road Public School Library**

Date: Oct 17, 2023

Meeting Called by: Logan Kennedy Note Taker: Annica Napier

Attendees: Greg Routenburg, Laura Vanderveldt, Stacy Roberts-Munn, Logan Kennedy, Michelle McCann, Annica Napier, Kara-Lynn Bowers, Stacy Ashmeade, Nathan Johnston, Heather Mayo, Jane Kraft, Brittney Cumming

Agenda Topics

Topic 1: Welcome and Greetings

Topic 2: Review and Acceptance of September's Minutes

- Laura made a motion to approve. Seconded by Brittney. All in favour.

Topic 3: Principal's Report

- Kirk was not in attendance, there will be a double Principal report next month.

Topic 4: 2023/2024 Elections

- No election. Everyone in the role is happy to remain, and no one expressed interest in stepping into current roles.
 - Co-Chairs: Logan Kennedy and Greg Routenburg
 - Treasurer: Laura Vanderveldt
 - Secretary: Annica Napier
- Discussion around other possible roles of council - graphic design? Heather Mayo expressed interest in helping with this.
- We should consider having other council members shadow roles for when current executive people are gone from the school (Brittney C said that she may have interest in shadowing Treasurer in future years).

Topic 5: Teacher's Report

- Nathan Johnston reported that the year has been off to a good start with extracurriculars, events within the school, and field trips. The staff have appreciated support from Council in various ways.
- Staff are excited about the upcoming Winter Craft Sale and have begun crafting!
- Ms Riley and Ms Brady are new to the school (Kindergarten teacher and planning time teacher)

- Teachers/Staff know about the Teacher Fund for each person to help purchase resources and supplies (\$150 each). Council will likely set a deadline in May to make sure it is spent and receipts submitted.

Topic 6: Treasurer’s Report

- Bumped up the Experiences line item to be \$15 per student/field trip.
- We have allocated over \$9000, which is in addition to anything that was already in those funds.

Parent Council Financial Report
Paisley Road Public School
October 2023

Fundraising Event	Raises Funds for:	Current Year			
		Goal	Revenue	Expenses	Net Proceeds
Planet Bean/ Maple Syrup	Art Programming	\$1,000.00			\$0.00
Pizza Sales	Library Books, Graduation Gift, Eng Prog	\$10,000.00			\$0.00
Holiday Craft Sale	School Nutrition	\$1,500.00			\$0.00
Dance A Thon	Experiences	\$3,000.00			\$0.00
Family Fun Night		\$1,000.00			\$0.00
Winter Clothing Drive	School Nutrition	\$500.00			\$0.00
Mabels Labels					\$0.00
Movie Night					\$0.00
Total Fundraising Proceeds		\$17,000.00	\$0.00	\$0.00	\$0.00

Funding Category	Previous School Year (2022-23)				Current School Year		
	Budget	Spent	Added Funds	Blance	Reallocation	2023/24 Goals	New Balance
Playground Maintenance	\$ 3,842.70	\$ 3,842.70		\$ -			\$ -
Experiences	\$ 5,046.20	\$ 3,205.76		\$ 1,840.44	\$ 3,680.00	\$ 2,240.00	\$ 5,920.00
Chef A L'Ecole	\$ 3,000.00	\$ 1,930.04		\$ 1,069.96	\$ 1,966.00		\$ 1,966.00
Equity, Diversity and Inclusion Prog.	\$ 1,180.00	\$ 300.00		\$ 880.00	\$ 1,500.00		\$ 1,500.00
Kindie Programming	\$ 393.74	\$ 393.74		\$ -		\$ 1,000.00	\$ 1,000.00
Library Books	\$ 2,000.00			\$ 2,000.00	\$ 2,000.00	\$ 2,000.00	\$ 4,000.00
Forest of Reading	\$ 1,500.00			\$ 1,500.00	\$ 1,500.00		\$ 1,500.00
De-codable Reading Books	\$ 2,000.00		\$ 1,000.00	\$ 3,000.00	\$ -		\$ -
Arts Programming	\$ 2,965.31			\$ 2,965.31	\$ 3,000.00	\$ 400.00	\$ 3,400.00
Contingency for Family Fun Night	\$ 1,000.00			\$ 1,000.00	\$ 1,000.00		\$ 1,000.00
Technology/ STEM/ Maker boxes	\$ 2,882.28			\$ 2,882.28	\$ 2,500.00		\$ 2,500.00
Classroom Fund	\$ 2,500.00	\$ 1,727.19		\$ 772.81	\$ 2,700.00		\$ 2,700.00
School Yard Beautification	\$ 89.80		\$ 3,000.00	\$ 3,089.80	\$ 3,089.00		\$ 3,089.00
New Playground							\$ -
Kindie Yard	\$ 1,002.67	\$ 634.47		\$ 368.20	\$ 368.20		\$ 368.20
Music Program	\$ 1,448.90	\$ 1,448.90	\$ 500.00	\$ 500.00	\$ 500.00		\$ 500.00
Emergency Fund	\$ 1,000.00			\$ 1,000.00	\$ 500.00		\$ 500.00
Graduation Gift	\$ 500.00	\$ 991.20	\$ 500.00	\$ 8.80	\$ 500.00	\$ 500.00	\$ 1,000.00
Staff Appreciation Breakfast	\$ 15.86	\$ 424.84	\$ 500.00	\$ 91.02	\$ 500.00		\$ 500.00
School Sign Replacement/ Maint	\$ 2,000.00			\$ 2,000.00	\$ 890.00		\$ 890.00
School Wide Arts Project	\$ 493.29			\$ 493.29	\$ -		\$ -
Outdoor Resources/ Kindie Bags	\$ 8.78			\$ 8.78	\$ 250.00		\$ 250.00
School Nutrition Program	\$ 2,000.00	\$ 2,000.00		\$ -	\$ 500.00	\$ 500.00	\$ 1,000.00
Food for Kids						\$ 500.00	\$ 500.00
Other (bank fees, babysitting, etc)	\$ 446.62	\$ 365.38		\$ 81.24	\$ 81.24	\$ 260.00	\$ 341.24
Agenda	\$ -			\$ -			\$ -
Yearbook	\$ -	\$ 1,500.00	\$ 1,500.00	\$ -			\$ -
English Programming	\$ -	\$ 1,000.00	\$ 1,000.00	\$ -		\$ 2,000.00	\$ 2,000.00
Total Projects estimated to be Funded	\$ 37,316.15	\$ 19,764.22	\$ 8,000.00	\$ 25,551.93	\$27,024.44	\$9,400.00	\$ 36,424.44

Topic 7: Upcoming Council Events

- Winter Clothing Drive
 - An announcement went out, and we are planning to send a flyer home after Halloween to let families know about the donation bin and the sale happening in conjunction with the parent-teacher meetings in November.
 - Stacy A. offered to help with sorting donations. We need to find a place to store the donations as they come in. Could possibly store in part of Room 17.
 - **get an email out to teachers to make sure they include info in the any November newsletters**
- Winter Craft Sale: Tuesday December 19th
 - Led by Logan K and Heather M
 - The sooner we let people know the better so they can start crafting and making donations.
 - Logan will connect with Heather to discuss details.
 - Council will allocate funds for the subsidy so that kids who need assistance have funds to shop.
- Discussion around possible Vendor Sale (led by Brittney C/Heather M)
 - Do we combine it with Family Fun Night in June? In lieu of silent auction?
 - Or try to do it Nov/Dec in conjunction with other Vendor Sales in the neighbourhood?
 - Conclusion: We're going to aim for June this year, and revisit plans in January.

Topic 8: Pizza Day Update

- We've had 1 week of pizza. There have been a couple hiccups as the price increased slightly from the initial quote (Large pizza is cut into 8 slices instead of 10, but the slice sizes are more consistent) We are also paying for delivery now. We will reconsider other options but likely finish out this cycle and revisit in the New Year.
- Pay as you go and cash payments are requiring too much administration. There were also issues with families missing the deadline, and teacher's weren't aware that Pizza Orders were open, and so there wasn't as much communication with families.
- Can we set more reminders through School Cash Online? Michelle will ask Gayle about this.
- Is there a way for families to sponsor a slice for another student for a session? And for families to "request a free slice" through School Cash Online? Other schools do this and it seems to work. We will try it for the next cycle, and council will make up the difference if necessary.
- We will change the wording for the next session - only offer School Cash online with an asterisk for those who can't use that option to email Council (instead of going to Gayle).

Topic 9: Movie Streaming Update

- Word came back from the Board that their IT department does not support the streaming application from the company where we purchased the license agreement. Other schools have had this problem as well. The Board is working on getting a refund for schools who are unable to use this streaming service. We are hoping to see a refund back from ACF for what we are not able to use for the rest of the year.
- The Board forwarded Streaming options that we do have available. Greg went through the catalogue to see if there was anything suitable for kids, but there wasn't much.
- We can purchase a license for a single ACF Title if we have a special event.
- Board is trying to negotiate for a Board-wide license with ACF for all the schools to access the streaming service. No update on timeline at this time.
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Topic 10: Other

- Chef a l'École - is it for all FI 1-6 PLUS primary english? Or Just for french? Just so we know who to gear "Scientists in School" to. Nathan has inquired about this.
- There is \$500 in funding available to council from the Board. We can choose what to do with the funds (e.g. pay babysitters for meetings, printing, etc?)
- We need to be able to print - the limits on printing prove challenging for communicating upcoming events and fundraisers to families.
- Curriculum Nights: Kirk waiting to hear from Program Departments.
- Logan was asked to bring forward the issue of no dogs on school property.
 - Tricky during dismissal because there isn't a line of sight for kids getting dismissed for parents waiting on the sidewalk. Also some people are not following the new rules.
 - If there is no official board policy, the recommendation came from a Risk-Management newsletter, but given that for many years this wasn't a rule at Paisley, can it be reconsidered? (i.e. keep dogs on leash, on grassy area, etc)
 - It was discussed that dog owners can leave dogs at home if needed.
 - We are opting into the Council Insurance from the Board (roughly \$150 for the year).

Next Meeting **TUESDAY** November 21st 6:30pm-7:30pm in-person in school library.

Link to join remotely: will be sent out before the meeting