



# SPENCER AVENUE SCHOOL COUNCIL

## Meeting Minutes

**Date:** Thursday, Nov. 3<sup>rd</sup> 2016  
**Time:** 6:30 PM  
**Location:** Spencer Ave. Library

### Parent Attendees

Cari Mistry  
Melissa Irvine  
Tricia Barrett

Lorrie Wren  
Jen Hunt

Carol DiRamio  
Jackie Irwin

Michelle Francis  
Laura Russell

### Staff Attendees

Dianna Secord  
Sandra McLarnon

### Guest Attendees

N/A

#### 1. Welcome

- Cari reports that the school council binder is now ready and available in the office. It contains all council minutes and records. Any Spencer parent can request to look at the binder by asking at the front office. Also, electronic copies of last year's school council minutes have been uploaded to the school council section of the school's website.

#### 2. Approval of October 2016 minutes

- Motion to accept draft minutes: Cari Mistry; seconded by: Jackie Irwin. Motion passed by council unanimously.

#### 3. Movie Night – Laura Russell

- Our currently proposed date for the first movie night conflicts with parent teacher interview night (Nov. 24<sup>th</sup>). Plan A will be to keep movie night on the 24<sup>th</sup> if staff are ok with this. The backup plan, if staff are uncomfortable with having movie night during interviews, is to change the date to Friday Dec. 2<sup>nd</sup>.
- Dianna to ask staff if they mind having movie night on parent teacher interview night.
- The schedule for movie night will be 5:30-6:30 pizza pre-orders, 6:30-8:00 movie.
- Jackie Irwin will loan her DVD of the movie Elf; the candy has been purchased; the flyer/poster is ready except for confirmation of the date.
- Cari suggests we consider in future having a movie night directly after school that is supervised by council members, who babysit for a fee, to raise funds while letting parents have a few hours to themselves.

#### 4. Spirit Wear – Laura Russell

- Our supplier has confirmed that we can offer the same clothing as last time we ran spirit wear, at the same prices.
- Ordering will be available on Cash Online from Nov. 11<sup>th</sup> to Nov. 25<sup>th</sup>.
- Orders will be ready for pickup by Dec. 10<sup>th</sup> at the latest.

#### 5. Hat Fundraiser – Laura Russell

- Mrs. Ramsy has confirmed that she is fine with all proceeds going through the council's 50/40/10 split, so Laura will go ahead with organising the fundraiser.
- \$5 from every hat sold will go to school council.
- One child from each Spencer family will receive an order form that they can take around to canvas orders from friends and relatives.



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- Hat delivery is 1 week from the date of order collection, with all hats delivered before Christmas.
6. Christmas Fair – Cari Mistry
- Date and time of fair are confirmed as Saturday Dec. 10<sup>th</sup> 9am – 1pm; 30 tables have been book for use from the school board.
  - All 20 vendor spots have been offered and are just waiting confirmation. There is a waiting list of vendors to fill any unconfirmed spots.
  - Bonnie G. to run carnival games; Jannah B. to organise the bake sale; Carol D. to do face painting.
  - Talks are underway with one of the vendors to offer a Christmas ‘selfie-booth’ as part of their table.
  - Raffle and door prizes will be offered again. The colouring contest will also be offered again with a small prize; colouring will really be more of an activity for kids to do while parents are looking at the vendors.
  - Cari to follow-up with Jamie Wouters to see if any Spencer students would be interested in playing Christmas music at the event.
  - Cari requests pre-approval of up to \$150 to purchase lawn signs to advertise the event. Several vendors have been contacted for quotes with the lowest price being offered by E-print. E-print is used by Theater Orangeville, who gives them a good review. Funds unanimously approved.
  - Cari requests pre-approval of up to \$150 for miscellaneous expenses related to setup of the fair i.e. carnival game materials, baking sale materials, etc. Funds unanimously approved.
  - Cari to contact the town of Orangeville to find out if there are any regulations about placement or length of display time before purchasing lawn signs.
7. Principal’s Report – Dianna Secord
- Dianna reminds us that there have been important registration changes to the board’s French Immersion program. More information can be found on the board website.
  - Kindergarten classes request funding from school council to cover drinks and snacks at two evening events where parents can learn to help their children with reading at home. School council agrees to approve \$60 of PIC (parent involvement committee) funds towards beverages and snacks for the two nights.
  - Dianna talked to the grade 8 staff and they unanimously agreed that they would prefer council donated \$500 towards graduation, as they did last year, instead of the offered cookie fundraiser. Grade 8 staff will communicate to grade 8 parents that the \$500 provided by school council is to be used for awards and diplomas and that they are not to ask for or expect any extra funds from council.
8. Teacher’s Report – Sandra McLarnon
- Reminds us that Digital Saturday will be held at Spencer on Nov. 26<sup>th</sup> from 9-11:30. For every 10 Spencer families that attend, the school will get a ChromeBook.
  - Thanks us for supporting the book fair on Math Night. The book fair raised about \$2000 and the technology demos in the library raised an additional \$200 for the school.
  - Sandra to find out if council would be allowed to sell cookies and/or hats at Digital Saturday.
9. Treasurer’s Report – Lorrie Wren
- The money that was decided to be transferred to our outdoor equipment savings account in September has not yet been moved, so that is why the current balance is so high.
  - Council made \$294.00 from the pumpkin sales.
  - Council would like to remind everyone that all expense receipts must go through Lorrie, the Treasurer, and then from Lorrie to Lisa, the Office Administrator. We have been asked that **only the Treasurer** submit receipts to Lisa. Please submit receipts to Lorrie via email or at a school council meeting. If expense refunds are needed urgently, please contact Lorrie and she will arrange to meet with you to collect the receipt.
  - Lorrie to verify Pasta Day order amounts. The amount shown on the monthly report and that displayed by Cash Online do not seem to match.
  - Because the first Pasta Day coincides with a class trip for several classes, those field trip students will have their pasta orders refunded. Unfortunately the Booster Juice orders that happen the same day have already been paid



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to Booster Juice and so cannot be refunded, but will be set aside in the freezer for students when they return at the end of the day.

- Lorrie to look into whether or not we have ever received funds from the Mable's Labels fundraiser.

### 10. Report on Math Night – Melissa Irvine

- Melissa received positive feedback about the math games night, however she does not feel that the service provided by Jump to Math was worth the cost. The games would have been more enjoyable for the parents if the instructions had been clearer and/or there had been a leader at each station. In future it might be better to have a board game night or purchase our own large mat games and have a volunteer run each station.
- Approximately 75 people (30-35 families) attended.
- Melissa recommends not doing the pumpkin sale next year because there was very little profit made from quite a bit of effort. The pumpkin sale worked well when we had a large donor of pumpkins, but as we can no longer find a donor it doesn't really work for us. Perhaps we can consider the "Farm Fresh" or "Headwaters Food & Farm Alliance" fundraisers for next fall.

### 11. New Business

- Milk & Cookie sales – Cari suggests we look into offering milk & cookie days now that the grade 8's have confirmed that they do not want the cookie fundraiser. Another possibility would be to offer cookies on pizza days as we did last year.
- Laura Russell reports that Quest for Cakes would like clarification of what to do with prepared pasta in the event of a snow day closing the school. Quest for Cakes can store and deliver the pasta the next day, but storage can be no longer than one day. Council agrees that having pasta day on the day following a snow day would be fine.

### Next Meeting

December 1<sup>st</sup> – 6:30 in the library

1<sup>st</sup> Thursday of each month

### Adjourn

Minutes Recorded By: CD