

## **SAES School Council End of Year Report, 2016-2017**

SAES School Council has had another very busy and successful year! We ran several excellent events and raised over \$23,000.000 for the school last year! Many thanks to all who offered their time, energy and effort toward making the 2016-2017 school year a great one for our community. Without all of the hard work and dedication from our volunteers and the participation of our families, our successes would not be possible. THANK YOU!!!!

### **School Council Executive**

Chair: Cari Mistry

Co-Chair: Bonnie Gerrits

Secretary: Carol DiRamio

Treasurer: Lorrie Wren

### **Financial Summary**

At the outset of 2016-2017, council agreed to follow a plan for how to spend funds raised. It was agreed that net profits would be allocated with the following guidelines:

- **50%** Current Year School 'Wish List' (Items or programming provided to the school)
- **40%** Outdoor Playground Fund (Future Project Savings)
- **10%** Operational Expenses and Ongoing Commitments (insurance, graduations etc.)

### **Our Net Funds Earned in 2016-2017 was \$22,598.12**

*Note: this figure is based on closing balance and does not include amounts anticipated to arrive this year. (\$1 000.00 donation from RBC and \$451.48 proceeds from June Fundscrip campaign)*

- Operational or recurring commitments were well below 10% with **\$1,288.41** spent on required or established costs.
- All School Wish List items were granted last year, with a total of **\$10,569.65** spent on items and special programming for the school.
- Our playground savings for 2017/2018 is **\$10,139.42**

## **Council Governance**

### ***SAES School Council Meetings***

The SAES School Council met on a monthly basis from September to June. Council meetings were open to all parents/guardians of students in the school. At these meetings we received updates from school administration, teacher representatives, council sub-committees and the council treasurer. Discussions surrounding all council activities, fundraising goals and community events were held at these monthly meetings. All motions were made and all votes were held at school council meetings. Children were welcome and members took turns providing snacks/refreshments.

### ***SAES School Council Executive Meetings***

Council executive held additional meetings to maintain the strategic direction of SAES Council and to deal with the day-to-day operations. For example, executive would meet monthly or bi-weekly with the principal to review the following: newsletter content, CASL reminders, parent concerns, and agenda preparation for upcoming meetings and volunteer coordination. These meetings were found to be very beneficial in maintaining momentum and cohesiveness for events and meetings. Council executive members also maintained regular weekly group communication to address issues as they arose.

### ***Subcommittees***

In the 2016/17 school year, the Council continued the use of subcommittees for the planning and implementation of council events and activities. In 2017 we had subcommittees for school lunches, Family Fun Night and Playground. Subcommittees worked outside of regularly scheduled meeting with relative autonomy and provided report backs, solicited feedback, and requested direction from the council during council meetings when required. We also formalized subcommittee debrief sessions during council meetings, specifically after events, and included subcommittee reports as standing agenda items. Council also created a template for Subcommittees to provide feedback on successes and challenges faced during events. This is to be used as a guide for future event planning and as a resource for new council members to reference.

### **Communication Update**

SAES Council regularly provides updates through CASL emails, on the school website, and even tries their best to respond to facebook inquiries from time to time. Council is pleased to share that The Upper Grand District School Board has now released an app to help all families easily stay connected. Council will continue to provide school administration with up to date schedules and information to be included in the school calendar.

## **Summary of Major Initiatives for 2016-2017**

### ***Lunch Days***

School council coordinated pizza, pita and sub days on every Thursday of the school calendar for 2016-2017. There were also Pasta and Booster Juice days that alternated on each Tuesday. The school cash online system was once again very beneficial to the lunch program. It not only made ordering lunch more convenient for families, but also provided council volunteers the ability to have class order reports printed with ease and eliminated the need to spend hours collecting money, sorting cheques and rolling coin. Lunch sales continue to be a huge success and were the primary source of funds generated for council with **\$11,958.25** net revenue.

Council has looked ahead and for the 2017-2018 school year lunch and has made one adjustment. Sub days will no longer be offered and an extra pizza day will take its place. Lunch orders will open September 15 and close September 22. Lunches will begin September 28 with our first pizza day!

Lunch days could not have succeeded without the generous efforts of our lunch day volunteers.

THANK YOU!!!

### ***ProGrant: Math Night***

Last year the ProGrant committee applied for and was approved funding to host a Math Games Night. Jump2Math attended and provided several interactive Math games in our gym. The games ranged in difficulty for ages from JK to grade 8. The games were fun and well enjoyed. At our Math Night we also once again had a pumpkin sale. This year however, it was incredibly hard to source pumpkin donations and we struggled with adequate storage and significant waste. All involved unanimously agreed this was not a project we were keen to repeat.

A light dinner of Mac 'n Cheese was provided by council with a very special thanks to Bistro Riviere and the MacDonald family for preparing and serving our school community with a very delicious meal. Thank you very much!

### ***Christmas Fair***

Our third annual Christmas Fair took place on Saturday, December 6, 2016. The event was very well attended and received lots of positive feedback. Hundreds of people attended the event including many from our local community. We had approximately twenty amazing craft and small business vendors including a professional photographer offering mini-sessions. Student volunteers helped plan, create and run festive games for all to enjoy while visiting the fair. Many children also enjoyed face painting and Christmas karaoke. Parent volunteers baked and prepared items for our annual bake sale which continues to be a hit. In all, this event raised **\$1,649.25** for the school. We look forward to seeing more grade 7 and 8 volunteers in the future and the new and exciting games they will create. Thank you students!

### ***Movie Nights***

Two movie nights were held this year, one in November and one in March. There was no ticket cost for admission but concessions were available for cash purchase as well as pizza sales were available by pre-order and cash purchase. Students attended under parental supervision and enjoyed rolling out their sleeping bags and mats to enjoy the movie. In March, a second movie option was offered in the library for older students, which seemed to well-received. Movie nights raised a net total of **\$361.20**

### ***Teacher & Staff Appreciation***

We continued our tradition of thanking the wonderful staff of SAES with our annual staff appreciation week. This year had a Dr. Seuss theme. Staff enjoyed the colorful decorations, morning breakfast treats and the highlight of the week as always is a lovely staff luncheon on Friday. Once again our sincere thanks to Bistro Riviere and the MacDonald family for catering a delicious lunch for staff.

### ***Family Fun Night***

Our second annual Family Fun Night was even bigger and better than the first! Despite the rain, we enjoyed a wonderful turnout. A main component of the evening was the amazing silent auction, full of creative classroom baskets and generous business donations. Inside the gym many local child-focussed businesses were on hand to share summer camp, hobby and educational options for families. Children enjoyed interacting with animals thanks to Party Safari and our engaging Maker's Space was open for exploration and fun. Tasty food truck vendors were set up outdoors and some light concessions were sold by council. This fun event raised a whopping **\$4844.54** and that is not including the pending \$1000.00 donation from RBC's community partnership! Thank you to all who attended and the dedicated team who launched this event!

### ***Track & Field BBQ***

Each year all schools in Dufferin County are given the opportunity to apply for a chance to host the BBQ at the annual Track & Field day. 2017 was Spencer Avenue's turn! A group of parent volunteers planned, purchased and prepared for this event. Freezies, popcorn, drinks and hamburgers were sold. We were grateful for the loan of a large BBQ from M&M Meats for this event. This event raised a total of **\$1426.43** for our school's Maker's Space!

### ***Kindergarten & Grade 8 Graduation***

Traditionally council supports both Grade 8 and SK graduation celebrations. This year was no exception with a donation of \$100.00 made toward the SK celebration and \$500.00 towards grade 8 grad. Funds were used at the discretion of staff and planning committees.

### ***Other Initiatives***

Some smaller projects occurred last year which included Spirit Wear (**\$102**), Team Canada Hat sales (**\$296**), Pink Anti-Bullying T-Shirt sales (**\$294**) and Fundscrip Gift Card sales (**\$451**). We anticipate continuing to offer Spirit Wear sales and we hope to make Fundscrip an ongoing and profitable council project.

## **Future Planning**

The above-mentioned initiatives may or may not occur again depending on volunteer support and based on the review of work required vs overall contribution to the school. Council will try it's best to see traditional events such as our Christmas Fair, Family Fun Night, Movie Nights and of course Lunch days continue. Please keep in mind all events are subject to adequate volunteers.

For the 2017-2018 school year, council would like to present the following initiatives for consideration:

### ***Outdoor Equipment Planning and Fundraising***

Council has identified that the installation of substantial outdoor play equipment as the most important goal for students and parents alike. The planning has started with a savings account that is growing, the creation of a subcommittee, application process review, and discussions between council and administration regarding the vision of what the yard can accommodate along with appropriate choices and representation for each division (primary, junior & intermediate).

In order to reach our Outdoor Equipment goal as quickly as possible, council has proposed that 90% of the 2017-2018 school year's fundraising be allocated to Outdoor Play savings ONLY. This will mean that Wish List items traditionally gifted to staff will be on hold for this year. 10% of funds raised will continue to be used to provide on going recurring costs such as SK Grad, Grade 8 Grad, Insurance, Staff Appreciation and council supplies used to provide events and lunch programming. We have also discussed maintaining our funding of the Family Transition Place programming as these programs directly impact the culture and climate of our school. More discussion around this will take place during our monthly council meetings.

## **In conclusion**

Spencer Avenue Elementary School is very active school community with many goals and events becoming robust school traditions. We are so fortunate to have such a wonderful and supportive community. Students, parents and staff all contribute in various ways throughout the school year. Without this level of dedication, none of the special events, lunch days or savings towards outdoor equipment would be possible. We as council are very thankful and would love to see more of our parent community join our monthly meetings. Your opinion matters to us and is welcomed to help share the vision and direction that represents all families at SAES.

Thank you & best wishes for another successful school year!

Cari Mistry  
Chair

Bonnie Gerrits  
Co-Chair

Lorrie Wren  
Treasurer

Carol DiRamio  
Secretary