



SPENCER AVENUE SCHOOL COUNCIL

Meeting Minutes

Date: Monday, June 12th, 2018
Time: 6:30 PM
Location: Spencer Ave. Library

Parent Attendees

Cari Mistry	Lisa Laidlaw	Ashley Stager	Lorrie Wren
Lisa Hamamy	Jackie Irwin	Miranda O'Connor	Bonnie Gerrits
Tricia Barrett	Mike Steer		

Staff Attendees

Dianna Secord

First note: Get more nametags

Surprise Choral Peony given to council members from Dianna

Started at 6:40, once so many attendees are settled in

Approving last month's minutes

- everyone on email list already received copy
- call for omissions or errors... none
- minutes accepted

Agenda item #1 (10 mins) Recent Events

- Bonnie- staff appreciation was great, helped by new and experienced parents
 - breakfast and treats through week, with help from Mr. McDonald from Belfountain Inn
- Dianna- Staff really appreciated it, it was lovely and over-the-top
 - should we make card for McDonald family for donating
 - named in Thank-You note to the whole school
 - Belfountain Inn will be named
- Cari - ProGrant submitted for next year, by Mike with help from Cari, Gillian
 - continuing the Fun Fair for next year, adding more STEAM and some Coding, will apply ProGrant funds to pay for materials, loose parts, coding aids
 - playground update will be discussed by Dianna (see below)

Agenda Item #2 = Upcoming projects

- Cari - Last-Day-of-School Treats
 - last year, leftover freezies were handed out, should we repeat for this year
 - who can hand them out? Narius, Lisa, Ashley, Laura, Miranda can come
 - larger freezies, cut in half require less cutting than opening smaller ones
 - Lorrie will donate a box
 - 300 kids, need 160 freezies, should fit in freezers here
 - submit bill ASAP, please by June 19 for office



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- **Action item, leftover from May: Appoint someone to be the Grant writer**
 - Ashley's husband Jeff will do some Grant writing
 - Dianna to fwd list of possible Grants to Jeff... anyone has a hunch about different grants, please send them to Dianna, who will compile in reasonable order for Jeff
- Lunch committee (Bonnie & Tricia, Laura)
 - Met with Jen Hunt, as she's the new lunch chair for next year, for transitioning her in.
 - Will approach Quesada about new days
 - Lunch cttee Ongoing dialogue over the summer, exploring new possibilities and ideas
 - Tues & Thurs were set based on volunteer availabilities.. Can set new days according to the availabilities of the new crew
- Future planning for next year's Parent Council
 - Council elections in Sept,
 - bylaw amendments say Cari has done 3 years so cannot continue... willing to Co-Chair, but looking for new council member who can chair or co-chair with Cari
 - Council needs to feel like a collective, not a person, so new perspectives are great!
 - Recruit anyone who might be interested
 - Hope to have someone elected during Sept meeting, but elections can extend to Oct.
 - Roles are in hard copy, but Cari will ensure they're online for people to know more about what they might like to do
 - There are some UGDSB guidelines about not holding admin position until serving a year on the council, but SAES has not made this a bylaw

Action Item: Cari to ensure Council bylaws are available online.

Agenda Item #3 = Principal's report

- Security Cameras
 - UGDSB will be installing security cameras, have sent plan for changes. Will be wired in end of June, running by sept. Lower and upper floors, front and rear entrances
 - Policy on UGDSB website about cameras, for reviewing after incidents
- Dress code policy revised and approved by UGDSB. Is there anything we want to tweak for SAES? Council discussed and accepted no changes were needed at this time.
- Student council did fundraisers (candygrams, popcorn) which raised \$1000 and want it to go to the playground
- Two primary students made a club, making paper stuffies, and selling them to raise \$162 for the playground
- School climate survey - results received: many more people replied over the last year
 - Almost all answered "Very much so" for "Do students feel safe?"
 - Lots of positive results about community feeling welcomed to participate
 - Students feel helped when responding to bullying
 - Directions team will review June 19th
- Thank-you to Teacher Appreciation
- Highest enrollment ever going into Sept opening, approx 320, grown since allocation was given to board recently
 - Classes looking high, so likely re-org, unless families transition out as well
 - New building Addition means lots of rooms available, without portables



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- Additional staffing may happen, maybe even VP (need 400), but that's up to Re-Org
- Construction seems to be on target, dry weather cooperating
- Kindy & Gr 8 Grads upcoming
- Anyone who wants to join the Playground subcommittee,
- Do we need to communicate an update (re: Playground) to the students & community?
 - Dianna will cover this at the year-end assembly, will show progress.
 - Mention & recognize students who participated in moving progress forward

Treasurer Report (Narius)

- Very Successful family fun night (see printed report)
- Forecasted
- Playground fund is at \$17, 250
- Give-or-take 200, final end-of-year is \$26,600 fundraising, after expenses and commitments

Action Item: Credit of \$98 we have with Quest for Cakes from Pasta Day issues, Dianna will offer that to Student council (it was going to buy grad cakes) for One or both of the Graduation Ceremonies. In return, they'll donate to playground fund?

Motion to give credit to student council for Grad cakes
Motion passed

Compared to goal...

2016-17 = Last year was 10,000 (and lots on tech)

2015-18 = Year before was 7,000 (and lots on tech)

Stated goal for this year was to raise \$ for playground, with 20% limit on expenses

TOTAL NOW IS \$43,000.... WOW!!!!!!!!!!!!!!

Carry-over was done in the past for new year bbq, now that we're not doing that, so there's no overhead at the beginning of the year so we don't need to have a large carry-over

Ministry of Education PIC gives \$500 so we can use that for engaging parents...

Money can't be raised without a purpose, so we have to name

- \$500 is a good amount for carryover, to at least float, and Council insurance

MOTION: Allocating everything from the account, save \$500

- (Bonnie) Does staff feel they're needing anything ?
- (Dianna) Some schools allocate funds for trips, per head or per class, but nothing has really come from staff about this
- ACTION ITEM: Dianna will approach staff in September to ask them
- School budget hasn't had to cover wear-and-tear for equipment since we're new, so that covers classroom expenses
- Motion passed, approx \$25,500 going to playground fund (everything after all is done, and \$500 carryover).

May Action Items to close

- Small list, All items closed

PIC funds will be used by Dianna, Bonnie for meeting expenses



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New Business

- (Bonnie) Spirit Wear to be investigated through the summer, so that it's up-and-running in Sept
 - Limit number of choices, to avoid overwhelming
 - (Laura) We would like to avoid the company used last time. Tough to deal with.
 - Meet-The-Teacher BBQ Aim for 3rd week of Sept, we want samples for them

ACTION ITEM: Bonnie, Ashley, Laura, Jackie will research choices... NEED 3 choices, consider price AND service, and choices and styles... WILL AIM TO HAVE unmarked size-ers for ordering

Motion: Council agrees that clothing Subcommittee is now formed, and on the task
Motion passed.

***Council agreed that we will NOT be follow the model of purchasing clothing, and then hoping to re-sell to the community. Ideally, Orders will be made using the sizing guides and shirts will arrive shortly thereafter.

PARENT COUNCIL meets 2nd week, so should have time to get sizers for Meet-the-Teacher night, which is pushed to after re-org

- There are still 3 items still not claimed from Silent auction, requested by charity in Caledon
 1. Gym (GoodLife) bag with 1-month membership ⇒ will be given to requesting charity
 2. Physiotherapy Basket ⇒ first offered to staffer who showed interest, then given away
 3. Faucet donated by Laurie Taylor ⇒ will be offered back to Laurie, then kept for 2019

ACTION ITEM: in September, amend bylaws to allow for E-Vote to approve purchases/expenses up to \$500

- HUGE congrats to the school's Eco Team, who has just confirmed today that they earned a GOLD Eco Status... YAY!

Next meeting :

Aiming for Tuesday, Sept. 11, 2018... will confirm via email

Minutes recorded by MS.



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SPENCER AVENUE SCHOOL COUNCIL MAY FINANCIAL STATEMENT

Opening Balance May 1, 2018 \$40,978.26

<u>Account</u>	<u>Notes</u>	<u>Credits</u>	<u>Debits</u>
Playground			
Playground 2017		\$10,139.42	
Playground 2016		\$7,110.58	
Total Playground			(\$17,250.00)

Available Opening Balance May 1, 2017 * \$23,728.26
 * Includes Cash Float on Hand \$70.00

Income May 2018			
Family Fun Night - BBQ		\$676.00	
Family Fun Night – Wrist Bands		\$840.00	
Family Fun Night – Beaver Tail		\$100.00	
Family Fun Night – Ticket Sales		\$1,067.25	
Family Fun Night - Auction		\$5,171.00	
Family Fun Night – Food Sales		\$329.00	
Movie Night Feb - Deposit		\$372.00	
Movie Night Mar - Deposit		\$318.10	
Mabel's Labels		\$34.86	
UGLF Kathryn Rogers Donation		\$25.00	
Stuffie Fundraiser (Le Sisters)		\$152.05	
Total Income			\$9,085.26

Expenses May 2018 - Actualized			
Family Fun Night – Zoo Tek			\$559.35
Family Fun Night – Fire It Up			\$1,317.58
Family Fun Night - Expenses			\$151.29
Pasta Day 2 Refunds			\$61.00
Pita Pit – Term 3			\$2,034.50
Terra Cotta Cookies			\$424.14
Booster Juice			\$2,257.75
Grad, Kindergarten, FTP			\$1,275.00
Total Expenses - Actualized			(\$8,080.61)

Available Balance May 31, 2018 \$24,732.91

Income June 2018 - Forecasted			
FundScrip	<i>Forecasted</i>	\$1,485.12	
Total Income - Forecasted			\$1,485.12

Expenses May 2018 - Forecasted			
Lunch - Terra Cotta Cookies	<i>Forecasted Term 3</i>		\$300.00
Teacher Appreciation Week	<i>Forecasted</i>		\$250.00
Total Expenses - Forecasted			(\$550.00)



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Estimated Available Balance May 31, 2018

\$25,668.03

<u>Account</u>	<u>Notes</u>	<u>Credits</u>	<u>Debits</u>
PIC MONEY - Allocated		\$500.00	
Expenses			
Meet the teacher			\$86.39
Joint Council Meeting			\$144.92
Coffee Cups			\$100.68
Rebates			
HST Rebate		\$0.87	
HST Rebate		\$13.90	
HST Rebate		\$9.66	
Outstanding Balance PIC			\$192.44

<u>Account</u>	<u>Notes</u>	<u>Credits</u>	<u>Debits</u>
PRO Grant - Allocated		\$1,000.00	
Expenses			
Witty Signs – Family Fun Banner			\$216.96
<i>Family Fun Night - Approx</i>			<i>\$780.00</i>
Rebates			
HST Rebate		\$20.81	
Outstanding Balance PIC			\$803.85