



SPENCER AVENUE SCHOOL COUNCIL

Meeting Minutes

Date: Monday, January 21st, 2019
Time: 6:00 PM
Location: Spencer Ave. Library

Parent Attendees

Megan Taylor	Cari Mistry	Narius Mistry	Jackie Irwin
Lisa Laidlaw	Miranda O'Connor	Shelly Sullivan	Laurie Taylor
Charlotte Rivoire	Gillian Prieur		

Staff Attendees

Dianna Secord

1. Welcome & Introductions

Megan called meeting to order at 6:00.

2. Approval of December 2018 minutes (5 minutes)

December meeting minutes were distributed via email prior to the meeting. No corrections or edits identified. Minutes approved.

ACTION ITEM: Gillian to send final approved minutes to Lisa for posting on school website.

3. Principal's Report (Dianna Secord, 10 minutes)

- New features – cameras in the school. Mandate of the UGDSB is for all schools to have cameras installed by end of June. Internal and external cameras have been installed at the school. Outside pointing in different directions, front door and 2 ends of the hallway. Policies in place at the Board level regarding the cameras. Dianna is the only one in the school with access to the footage and she will be receiving training soon on use. The purpose is for them to be used in the case of any issues in the school, such as vandalism.
- No sledding rule is now in place on the hills and is now signed.
- Value assemblies will be running from January to June. Each class partners with another and showcase a different value within the school & community. Parents are welcome to attend. See school calendar for dates/times.
- Recess will continue with staggered times.
- Received approval just before holidays to proceed with playground. Next step will be obtaining with official quotes.

4. Treasurer's Report (Narius, 5 minutes)

- January 2019 financial statement was reviewed (see Attachment A)



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- Overall a quiet month with only movie night and Fundscrip with incoming funds.
- Currently carrying approximately \$9000 balance, before any current lunch orders are paid/processed. This amount reflects the funds raised in the first 4 months of the school year.
- Based on the previously approved 40% allocation for maker space, a transfer will be made to the school this month to allow for purchases to be made for the space.

ACTION ITEM: Narius to coordinate with Lisa the transfer of \$3600 from council account to school account.

5. Pro-Grant (Megan, 5 minutes)

- The previous non approval of Pro-Grant has been reversed and we now have approval for the STEAM event during Spring Fair.

6. Spring Fair – May 9th, 2019 (Lisa, 10 minutes)

- Committee met in early January – planning to do many of the same activities from last year.
- Food trucks – beavertails have been contacted (will get back to us in March), Fire it Up (need a \$1200 minimum order) and Kona Ice.
- Zootek are confirmed, they have increased in price by about \$100
- Land of Glass Slipper is confirmed
- Candy floss is confirmed
- Active diversions is confirmed
- Wrist band sales will be used, similar to last year.
- Megan asking about opportunities for eco friendly options at the event to reflect those values at the school. For example, considering waste free beverage options. The Committee to look at eco-friendly beverage options during their planning
- The committee are requesting volunteers for soliciting prizes for silent auction. Lisa has geographic areas to assign to each volunteer. 5 areas left to distribute.

MOTION to approve \$2200 budget for the Spring Fair. Motioned by Charlotte, seconded by Narius. No objections. Motion passed.

7. Joint Council Meeting (Megan, 3 minutes)

- Being held tonight, Monday, January 21st @ 6:45pm.

8. Parent Involvement Committee Report (Gillian, 5 minutes)

- Spring Event – Wednesday, April 17th at CWDHS
- Next PIC meeting is on Monday, February 25th @ 6:45 at the Board Office in Guelph. All are welcome.

9. Eco School Update (Megan, 2 minutes)

- Eco club for school met for the first time. Miss Ramsey leading.
- Mallory met with some of the school eco team to discuss fundraising with more eco friendly options in mind.



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10. New Business and Final Remarks

- Dianna – Déjà vu fundraising opportunity for a date in March. Funds raised will be used to help with the school year end trip.

11. Open action items from previous meetings:

- Jennifer Wilson to speak with Mallory Cardona re: fundraising opportunities (re: waste free lunch kits). - CLOSED
- Laura Russell will contact Quest for cakes with feedback on pasta program - CLOSED
- Dianna to coordinate an informal poll of the students during the next Quesada lunch day. Gillian to send email to council distribution soliciting volunteers for the Spring Event Committee. - CLOSED
- Dianna to look for fundraising letter used last year, update and sign to have ready for committee in January. - CLOSED
- Dianna to book 20 tables from the Board for the Spring Event. - CLOSED

Next Meetings

Tuesday, March 5th @ 6:30

Adjourn

Megan adjourned meeting at 6:45 pm

Minutes recorded by GP.



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Attachment A

SPENCER AVENUE SCHOOL COUNCIL JAN 2019 FINANCIAL STATEMENT

Opening Balance Dec 1, 2018 \$55,145.43

<u>Account</u>	<u>Notes</u>	<u>Credits</u>	<u>Debits</u>
Playground			
Playground 2018		\$25,332.26	
Playground 2017		\$10,139.42	
Playground 2016		\$7,110.58	
Total Playground			(\$42,607.26)

Available Opening Balance Dec 1, 2018* \$12,538.17
* Includes Cash Float on Hand \$70.00

Income Dec 2018			
FundScrip		\$3,715.00	
Movie Night December		\$182.25	
Total Income			\$3,897.25

Expenses Dec - Actualized			
FundScrip		\$3,715.00	
Christmas Fair		\$136.43	
Quesada		\$276.29	
Total Expenses - Actualized			(\$4,127.72)

Available Balance Dec 31, 2018 \$12,307.70

Income Dec - Forecasted			
FundScrip Divident		\$148.60	
Total Income - Forecasted			\$148.60

Expenses Dec - Forecasted			
Pita Pit Term 1		\$1,600.00	
Cookies Term 1		\$250.00	
Christmas Fair Custodial Exp.		\$200.00	
Spirit Wear		\$1,525.00	
Total Expenses - Forecasted			(\$3,375.00)

Estimated Available Balance Dec 31, 2018 \$9,081.30



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<u>Account</u>	<u>Notes</u>	<u>Credits</u>	<u>Debits</u>
PIC MONEY - Allocated		\$500.00	
Expenses			
Child Care – Council Meeting			\$25.00
Rebates			
Outstanding Balance PIC			\$475.00

<u>Christmas Fair Summar</u>	<u>Notes</u>	<u>Credits</u>	<u>Debits</u>
Income			
Holiday Fair - Vendor Fees		\$920.00	
Holiday Fair - Activities		\$636.00	
Holiday Fair - Raffle		\$808.00	
Holiday Fair – Bake Sale		\$717.50	
Total Income			\$3,081.50
Expenses			
Santa			\$200.00
Holiday Fair - Expenses			\$97.68
Holiday Fair – Games build			\$136.43
Total Expenses			(\$434.11)
Profit/Loss			\$2,647.39