

Leslieville School Council

Meeting Minutes

September 20, 2016



| Item | Notes |
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| Principal's Report | <p>The following items were presented in the Principal's Report:</p> <ul style="list-style-type: none">• The start of the school year has gone very smoothly, with the exception of busing of students• School sign (purchase approved by School Council in June 2016): Leasa will request a quote• School facilities condition: the TDSB website has a list of the physical condition of all schools; Leslieville is near the top of the list for new windows• School facilities repairs: Leasa should be contacted if there are school facilities requiring repairs• The September newsletter will be sent shortly• Lunchroom business is currently only an issue on Mondays and Fridays; the other days of the week there are lunchtime activities, which reduce the number of students eating lunch in the gym <p>Staffing</p> <ul style="list-style-type: none">• Caroline Cremer is the Teacher Representative on School Council for 2016/17• Ms. Wong is the new Kindergarten teacher• A re-organization of teaching assignments may be needed, as enrolment is 20 students more than projected; if this happens, it will be between Grades 2 to 4 and will involve smaller classes and creating non-split classes. Any changes will be confirmed by September 23 <p>Activities</p> <ul style="list-style-type: none">• A variety of school activities have started, and are scheduled to allow students to participate in multiple activities• Cross Country running: volunteers are needed for the October 5 meet; contact Mrs. Vahidy• Parent representatives are needed for the Caring and Safe Schools and Eco Schools committees |
| School Council Overview | <p>Discussion in this item provided an overview of the School Council role and activities, and included the following:</p> <ul style="list-style-type: none">• School Council is a great way to get involved in the school community and meet other parents; parents can choose their level of involvement• The Ministry of Education and the TDSB have directives requiring the need for and role of a School Council, and what School Councils can raise funds for. In recent years, the Leslieville School Council has had a focus on being a conduit with the school administration, advocacy, parent engagement, and fundraising to enhance |

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| | <p>school programs.</p> <ul style="list-style-type: none"> • Some School Council activities and achievements over the last few years have included: <ul style="list-style-type: none"> ○ Obtaining a Ministry of Education ‘Parents Reaching Out’ grant to offer Welcome to Kindergarten Night and Math Literacy Night ○ Community engagement events such as Movie Nights, a free Family Dance, and Coffee Mornings ○ Social and fundraising events such as the Silent Auction and Fun Fair ○ Purchasing a new sound system and approving purchase of a school sign <p>Governance Model</p> <ul style="list-style-type: none"> • It was suggested that the Chair position be strengthened to have oversight and accountability for School Council events and initiatives, as well as including liaison with the School administration • It was suggested to have the same School Council positions as last year, with the following changes: <ul style="list-style-type: none"> ○ The Chair position absorb the School Administration Lead role ○ A Parent Equity and Engagement Committee be formed • It was noted that the Leslieville School Council allows any meeting attendee, whether an Executive/Lead or not, to vote on any item at a School Council meeting; this is not the practice at other schools |
| <p>School Council Positions for 2016/17</p> | <p>Some attendees expressed their interest in standing for a School Council position. All positions were acclaimed as follows:</p> <ul style="list-style-type: none"> • Chair and School Administrative Lead: Julie Malbogat • Treasurer: Winston Ng • Secretary: Jay Thatcher • Communications: Nadine Silverthorne and Jennifer Smith • Special Events: <ul style="list-style-type: none"> ○ <i>Fun Fair:</i> Stacey McDowell ○ <i>Silent Auction:</i> vacant • Fundraising/Grants: <ul style="list-style-type: none"> ○ <i>Fundraising:</i> Diana Quinn ○ <i>Grants:</i> Allison Keers Neilson and Sarah McClure • Volunteers: Christine Anderson • Ward Council: Jenn McGoey and Kurt Uriarte • PIAC: Kate Sanagan • Special Education: Rebecca Hannah • Greening/Eco Schools: Meg McInnes and Kirsten McCarthy • Parent Engagement/Equity: Kate Sanagan, Alisa Wing, Maxine Paabo, and Shannon Spink <p>Note that the TDSB requires a Chair, Treasurer and Secretary position.</p> |
| <p>Treasurer’s Report</p> | <p>Discussion related to this item included the following:</p> <ul style="list-style-type: none"> • The June 2016 School Council meeting approved activity-specific expenditures for the 2016/17 year; this includes programs such as Scientist in the School, as well as set amounts to repair/replace sports equipment • A surplus of approximately \$5,400 is anticipated for the 2016/17 year, based on the |

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| | <p>following facts and assumptions:</p> <ul style="list-style-type: none"> ○ Cash on hand as of September 2016 ○ Approved expenditures from the June 2016 meeting ○ There is no additional revenue from the 2016/17 School Year (i.e., no revenue is achieved from events such as the Fun Fair in Spring 2017). It was noted that the Spring 2016 Fun Fair had a profit of approximately \$10,000 and the Winter 2016 Silent Auction had a profit of approximately \$9,400 <ul style="list-style-type: none"> • Any surplus must, based on TDSB directives, be spent within two years • The planned expenditures will be updated to reflect the June 2016 decision to include \$500/year for sports equipment |
| <p>School Council Priorities for 2016/17</p> | <p>Discussion related to this item included the following:</p> <ul style="list-style-type: none"> • In previous years the School Council priorities have included improving communications with the school community; related to this was the decision to raise funds for a sign • A survey is planned for Fall 2016 to help School Council set priorities for activities, initiatives and events • Volunteers identified were: Jen Smith, Stacey, Jen McGoey, Jay |
| <p>Other Business</p> | <p>Discussion related to this item included the following:</p> <ul style="list-style-type: none"> • School Council meetings will be held on the third Tuesday of every month from 6:00 to 8:00pm in the Staff Room • The Parent Handbook, prepared by School Council, will be sent shortly • Fundraising and Sponsorship: A local realtor has offered to match, dollar-for-dollar, funds raised at movie nights, in exchange for his name and logo being displayed at the event. This was approved, with discussion noted about the ethics and implications of accepting sponsorship. • Lunch Program: The Real Food for Real Kids lunch service is offered again this year. The provider prefers to have 50 staff/students enrolled, whereas only 26 are currently enrolled; the provider will revisit continuing this service in November, and a reminder email will be sent to the school community. It was noted that the provider donates one free meal for every 20 subscribers; the school selects the recipients based on need. • Fundraising activities: The Acorn custom card program will be held in October, the QSP magazine program will be held in the last week of November, and the organic edible seed program will be held in the spring • Snack Program: since Leslieville is part of the TDSB Model Schools program, a substantial mid-morning snack is required; the snack includes a quarter sandwich, milk and a cookie • Brock University trip: <ul style="list-style-type: none"> ○ In previous years, the Grade 6 students do a two night trip to Brock University, with an emphasis on science education. The trip cost approximately \$300/student after School Council subsidies ○ There are now approximately 45 Grade 6 students vs. approximately 16 in previous years ○ In previous years, Grade 5 and 6 students would do an overnight trip to Mono Cliffs; this trip is now held every year for Grade 6 students only ○ There is now reduced staff interest in organizing the Brock University trip |

Action Items

| Number | Item | Description |
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| 1 | School Sign | <ul style="list-style-type: none">Leasa to get a quote from the TDSB for procuring and installing a sign |
| 2 | Snack Program | <ul style="list-style-type: none">Winston to check on the program cost vs. the amount donated by parents, and if School Council should contribute more to the programLeasa to confirm if food, such as bread from a bakery company, can be donated to the program |
| 3 | Survey | <ul style="list-style-type: none">Survey group to meet and report back at next meeting |

Decisions

| Number | Item | Decision |
|--------|----------------------------------|---|
| 1 | School Council positions | <ul style="list-style-type: none">See the 'School Council Positions for 2016/17' section of the minutes for 2016/17 positions and acclaimed representatives |
| 2 | Budget | <ul style="list-style-type: none">\$500/year will be added to the planned expenditures for sports equipment |
| 3 | School Council meetings | <ul style="list-style-type: none">Meetings will be held on the third Tuesday of each month. Meetings will be from 6:00 to 8:00pm in the Staff Room |
| 4 | Sponsorship of Movie Nights | <ul style="list-style-type: none">The offer of a local realtor to match, dollar-for-dollar, donations at Movie Nights be accepted. The realtor's name will be displayed at Movie Nights |
| 5 | Fundraising activities and dates | <ul style="list-style-type: none">The Acorn custom card program will be held in OctoberThe QSP magazine program will be held in late NovemberThe organic edible seed program will be held in the spring |

Future Agenda Items

| Number | Date | Item |
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| 1 | October 2016 meeting | <ul style="list-style-type: none">Survey of school community: updateSnack program: program finances, and if School Council should contribute more to this programBrock University trip: discuss School Council financial support of this tripGovernance: protocol for approving large expenditures (note: identified at June 2016 for discussion at September 2016 meeting) |