

Elgin Street Public School Council Meeting

April 10, 2012

Attendance: Sacha Singh, Scott McKenzie, Barbara Johnston-Iafelice, Heather Lindsay, Diana Mills, Doris Zastre, Erik Husband, John Higgins, Catherine Pacella, Marie-Josée Tremblay, Nicole Reynoso

1. Motion to approve agenda: MJ Tremblay, seconded by: John Higgins
2. Review action items and approve March minutes
 - a. Outstanding action items include:
 - **Action: Jim to contact Kim Gauvin, make sure he is on the google council group**
 - **Action: Lorrie to look into when grants for sports funding run out**
 - **Action: Scott to organize playground meeting to discuss remaining funds**
 - **Action: Board to find person to fill vacancy on council**
 - **Action: John to prepare list of volunteer positions needed for book sale**
 - Motion to approve March 20, 2012, minutes: Scott McKenzie, seconded by: John Higgins
3. Treasurer's Report - Erik Husband
 - a. Report circulated in advance of meeting is incorrect
 - b. Action: Erik to resend April 2012 budget**
 - c. Erik did confirm current amount in bank - \$9283.00
 - d. No further money has been received from donation letter distributed at beginning of the year
 - e. Action: Co-chairs to include April 2012 budget in the agenda for May 8, 2012, meeting**
4. Co-chairs update – both co-chairs absent due to extenuating circumstances
5. Principal's report- Barbara Johnston-Iafelice
 - a. Redistribution of October wish list, as well as distribution of final items selected for wish list
 - b. List includes: Outdoor toy cart (\$772.50), media cart (\$820), new game lines (\$505), hand drums (\$1000), jerseys (\$750 – 30x\$25), penney's (\$210 – 30x\$7), variety of balls (\$1000), French library books (\$1000) – total of \$6057.

- c. Suggestion to take new game lines out of wish list items, use money from left-over playground money to paint new game lines
 - d. Barbara is currently in the process of preparing staffing numbers, projections for fall, to be discussed at May meeting
 - e. Spring clean-up on Friday afternoon
 - f. Education Week in May – notice to come home to parents, displays in gymnasium, welcome to kindergarten night, Jump Rope for Heart, Stomp presentation
 - g. About half the teachers have submitted for teacher's consumables
6. Book sale update – John Higgins and Sasha Singh
- a. Advertising through Minto Park sale, councillor's office
 - b. Flyer coming soon, into backpacks this week, how you can get involved list
 - c. May 4 – stage in gymnasium available for book storage
 - d. Banner to be updated this week
 - e. Need to provide solicitation letter for silent auction
 - f. **Action : John to send out list of volunteers needed on day of and leading up to event**
 - g. Suggestion made that if any driving is involved on the part of a volunteer and they are not a member of the board, they need to be covered under our insurance
7. T-Shirt fundraiser presentation- Diana Mills
- a. Sweatpants and sweatshirts sold to fundraise (\$17, \$26 at cost – cost goes down according to quantity ordered), t-shirts at cost so that every child can have a t-shirt, either white or burgundy
 - b. Donor to supply the t-shirts
 - c. Letter to go out showing interest, request for purchase to determine quantity needed to order. Minimum needed – 24 sweatshirts, 24 sweatpants.
 - d. **Action: Tina to send wording of letter/form to be sent home to Barbara, then circulated to council at end of next week**
 - e. It was noted that the board cannot issue a tax receipt to the donor. Concern that the donor understands that this is a fundraiser for the council, donor supplying that cost.

- f. Action: Tina to communicate to donor how money is to be spent, ensure they understand clearly that this is a fundraiser for the council.**
 - g. Action: Tina to provide total costs of the fundraiser to the board.**
 - h. Action: Catherine to brief Lorrie and Sheila, decide if e-vote is necessary or defer until May 8, 2012, meeting.**
- 8. Committee Reports (Safe Schools, newsletter etc.)**
 - a. Playground – Scott McKeznie**
 - b. Scott provided a list of options for the extra money: create soccer field (likely outside \$5000), pair of soccer posts (fixed or un-fixed), long-jump pit, adding a lower basketball net, repainting the lines, benches, boxes to protect trees**
 - c. Need to ask for quotes on soccer posts, basketball net, benches, new lines**
 - d. Suggested that painting of new lines be removed from wish list, use money from playground to fund this item**
 - e. Action: Scott to coordinate quotes with Barbara, present next May to approve spending**
 - f. Barbara advised that next safe schools meeting is on Friday to determine if or what next parenting session will be**
 - g. Diana to send another email soon to solicit more content for the newsletter**
 - h. Catherine to provide content for the website for the May meeting, suggestion made to look at First Avenue’s website re: book sale fundraiser**
- 9. No other business raised**
- 10. Meeting adjournment and next meeting (May 8, 2012) Note: meeting could not be formally adjourned through a motion as quorum was lost during the course of the meeting.**

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