

Elgin Street Public School Council Meeting

December 13, 2011

Attendance: Catherine Pacella, Lorrie Beaton, Erik Husband, Nicole Allegri, Heather Lindsay, Michael Bonser, Diana Mills, Sheila James, Jim Costello, John Higgins, Kim L. Gauvin, Scott McKenzie, Tara Sheridan, Barbara Johnston-Iafelice.

1. Motion to approve agenda: Catherine Pacella, seconded by: Scott McKenzie
2. Motion to approve minutes from November 8, 2011: Scott McKenzie, seconded by Erik Husband
 - **Action item (Catherine): one revision under principal's report, insert Diana's name as person who would put donation information in newsletter, action item for Diana to share wording with Barbara to ensure it is correct**
 - **Action item (Catherine): minutes to be circulated to entire Google Group**
3. Co-chairs report - Lorrie Beaton and Sheila James
 - Meetings protocol circulated

Motion to approve meetings protocol document: Nicole Allegri, seconded by Heather Lindsay

4. Treasurer's report – Erik Husband

- End of month with \$14,913 (as of December 2), \$7,595.26 – cash available
- Year-end cash balance – estimated at \$17,426 or \$10,900 (minus art funding)
- Noted that in January, letter goes out to parents for contributions to arts, sports – usually brings in about \$2000
- Plan for financial meeting with past chairs, fundraising chair, treasurer, co-chairs to gain background information, plan for year
- **Action item (Erik): recirculate financial document with correct information**

Motion to approve treasurer's report: Nicole Allegri, seconded by Scott McKenzie

5. Parent council insurance – Erik Husband

- Requires a formal legal process, covers council members

- Action item (Catherine) – include insurance information as part of the minutes, create a binder of documents

Motion to recognize James Hall and Stephanie Lane and Sacha Singh as sanctioned volunteers of the council so they fall under the insurance: Michael Bonser, seconded by Jim Costello

6. Nominations and vote for fundraising co-chair – John Higgins

- John outlined fundraising actions to date

- Action item (entire board) – continue to search for co-chair

7. Committee Reports

- Playground – Scott McKenzie

- Strike a sub-committee to propose what to do with remaining \$5000, input with staff on their priorities, preference appears to be for mini-soccer posts and repainting lines on playground games, Michael to join group and Barbara as teacher contact

- ARC – Scott McKenzie

- Final vote on recommendations at the OCDSB, few impacts to Elgin (ie: remain dual-tract, boundaries not adjusted)

- Elgin graduates can now attend Glashan starting September 2012. Debate surrounding sending First Avenue graduates for 2012 or 2013, First Avenue has since held a meeting amongst parents and a decision was reached to support sending their graduates to Glashan for September 2012.

- Discussion of signing of letter to support First Avenue students attending Glashan in September 2012, process of an e-vote

– Action item (Catherine) – members to add phone numbers to attendance sheet, create an emergency contact list

- Safe schools committee – Barbara Johnston-lafelice

– 19 parents attended event two weeks ago (Internet safety), a lot of positive feedback, next topic is anxiety (scheduled for January or February)

8. Google Group etiquette – Sheila James and Lorrie Beaton

- General Google Group list cleaned up (reduced from 80 to about 40 people), general discussion about who should be included on the list

- Action item (Kim Gauvin) – Kim to send list to Cheryl and Barbara, confirm that child(ren) in attendance at school

- Action item (Kim Gauvin) – Kim to set up Google Group for just the current council board members

Motion to adopt Google Group etiquette document: Heather Lindsay, seconded by Jim Costello

9. Constitution review and update

- Decision to strike committee – Sheila, Lorrie, Catherine to serve, Diana interested in participating where possible (may not be able to attend meetings)

- Action item (Catherine Pacella) – Catherine to see if Scott is interested in participating, would bring a lot of background knowledge

10. Website – Catherine Pacella

- Parent council had a website, no longer active. General discussion about setting up a new one. Someone would have to maintain the content to keep it relevant/up-to-date. Someone suggested just posting information from Elgin School's website. Barbara advised that a teacher maintains their website on a volunteer basis so this would require extra work for the teacher.

- Action (Kim Gauvin) – Kim to send Garth's email address to Catherine, he maintained old website, see if domain name still exists

- Action (Catherine Pacella) – create a more detailed proposal for the next meeting, discuss all options

11. Other business

- OCAS membership – John Higgins to ask for exemption to pay membership fee of \$35

Motion to adjourn meeting: Nicole Allegri, seconded by Diana Mills