

Elgin Street School Parent Council Meeting

Minutes June 25, 2013, Final Meeting for 2012-2013

5.30pm- 7.30pm

Attendance:

Lorrie Beaton, Michael Bosner, Jim Costello, Susan Fisher, Erik Husband, Sheila James, Barbara Johnston-lafelice, Judith LaMarche, Heather Lindsay, Samaneh Lolabar, Scott MacKenzie, Diana Mills, Catherine Pacella, Connie Too, Sacha Singh, Doris Zastro

Absent: MJ Tremblay

1. Review and Approve Agenda

Catherine Pacella chaired the meeting while Sheila James recorded minutes.

Sheila added item: "impact of patios on school" to the agenda for other business at the end.

MOTION: to accept the agenda – Motion proposed by Sacha Singh, seconded by Jim Costello; Motion passed by Council.

2. Minutes from May 2013 Meeting are Reviewed

Actions items reviewed.

ACTION ITEM: Marie Josée will arrange for the teacher's parting gift. **Done**

ACTION ITEM: Catherine will provide the Council with a draft information sheet on the Near-West scenarios, for distribution to parents. **Done**

ACTION ITEM: Barbara will provide the co-chairs with the information sheet on security procedures at the school, and the co-chairs will re-circulate it via the GoogleGroups as a reminder. **Done** Update: new doors recently installed

ACTION ITEM: Barbara will report back to the Council on the status of the soccer posts.

Done Update: Posts may be installed potentially next week

ACTION ITEM: Sheila will send the above additions to the PRO Grant proposal to Michael via email. **Done**

ACTION ITEM: Sheila will add this item [Impact of Elgin St. patios on the school] to the next meeting's agenda. **Done**

ACTION ITEM Michael to clarify the amount of the PRO Grant that was deposited on Nov 8, 2012 - **ongoing**

Motion: to approve minutes from May, proposed by Scott MacKenzie, seconded by Lorrie Beaton, motion passed by Council.

3. Co-Chair's Report

Near West Accommodation Review : Catherine Pacella

- Catherine is regularly attending weekly meetings, most recently a meeting on June 24
- she circulated info on open house held on June 20, subjects included overcrowding at Devonshire to possible dual track Cambridge or dual track Connaught
- explained risks, arguments - Cambridge at 60% capacity
- urged Elgin members to submit comments to working group by deadline on June 30
- working group will be meeting a couple of times in July
- important to take community approach to find solutions

Next Year's Elections – Sheila James

Sheila explained process:

- 30 days after the school year elections must be held
- 9 members needed for Council
- if 2 or more members run a secret ballot must be held
- notification two weeks,
- principal's responsibility to notify parents

Motion: the date of first meeting and election to be September 18th,
Proposed by Connie, Seconded by Jim Costello. Motion passed by Council.

Info Sheet – Catherine Pacella

- Catherine will work on info sheet, for new parents- to go out in back packs.
- Will mention the first meeting, directory, google groups info and will circulate for first week of school.

4. Principal's Report

- Sent newsletter yesterday
- Safe school team will comprise of 2 teachers and principal, making sure school is safe, completed draft and will present to Council next year
- Awards ceremony for 9am next day, leaving ceremony at 1pm
- Very good year
- Playday had 20 volunteers, the number has boomed
- Barbara thanked everyone for hard work

Catherine thanked Barbara for extra work she did this year.

5. Fundraising Update - Sacha

Great success and turn out

Total from Booksale/Bake/Auction – \$13, 677.63

Bake sale, \$470.00

Silent auction \$3,000.00

Lots of comments on great organization

Mme France thanked all businesses, class made cards for businesses

Four books were removed from the sale, as there is the possibility that they are more valuable than their book sale selling price. Sacha will be investigating their worth

further.

Jackie at Scotia Bank has matching funds fund raiser- this is not included, and is still to come

Scotia Bank - Judy Fong, Bank Manager - donations on jeans day will fund raise for field trips next year.

6. Revised Arts Programming – all reviewed and unanimously supported the changes

7. Treasurer's Report and approval of financial records .

Motion: to approve the proposed arts programming and bookings for 2013-14 subject to approval of costs at \$5834.77 by next year's (2013-2014) council. In addition the Council recommend additional spending on arts programming given the funds available. Proposed by Scott, Seconded by Sacha, Motion passed by Council.

Motion: to donate back to Elgin Street School the HST refunds on the arts programs in the amount of \$450.04 Proposed by Michael, Seconded by Diana, Motion passed by Council.

Motion: to approve up to \$400.00 for year-end expenses. Proposed by Scott, Seconded Jim, Motion passed by Council.

Discussion of how to spend the remaining pro grant funds. There was consensus to spend it on Elgin St. Parent Resources (parents' books and information).

Pro Grant must be spent by August 31st,

Motion: to increase the parent resource centre funds by \$692.50 from Pro- Grant funds Proposed by Jim, Seconded by Sacha, Motion passed by Council.

Motion: to reimburse Catherine Pacella \$46.50 for expenses related to the 2013 Book Sale's Silent Auction (such as supplies for thank-you letters). Proposed by Susan, Seconded by Heather, Motion passed by Council.

Motion: To approve the June financial report. Proposed Michael, Seconded by Heather, Motion passed by Council.

Action item 2: Erik to update June financials to reflect the revision of \$450.00 donation for HST refund, increased year- end expenses, and pro grant allocation to parent resource library.

Notes: - consider buying portable soccer nets for September.
- encourage next years members to go to OCASC training for new members

8. Constitution Review and Vote for Ratification

Motion: to approve and adopt revised Constitution with two amendments:

- revise phrasing of non-parent member to be non-parent/community representative
- add Co-chairs have discretionary funds of \$50 for council business with receipts provided for approval at next meeting

Proposed by Sasha, Seconded by Lorrie , Motion passed by Council.

ACTION ITEM 3: Catherine to revise constitution as above

9. Committee Updates

Google groups- Samaneh reported it's going well- 120 people subscribe

There was a suggestion to find a way to vet the names,

- idea suggested that beginning of year email everyone and restart the google groups.

Re-collect names.

- Idea to send an email explaining how to stay on the google groups.Explain Difference between council board and general google group. (School related interest) : generic email for google groups.

- Include update on accommodation review and movie nights, updates.

- Agreed that information on wider group is not sensitive and beginning again may risk a loss. Better to send out reminders to unsubscribe if left school etc.

ACTION ITEM 4 – Chairs to send email on google group at the beginning of the school year

Playground and gardening

ACTION ITEM 5 -Susan- writing grants for tree maintenance and other related topics to Evergreen, City Grants – will update on results

ACTION ITEMS 6 for Next Year

End of Year School Council Report - Catherine

Financial Report - Erik

Principal's Profile- Done

Elections and procedures - Sheila

September – Grant for swimming

Fall Meeting - September 18th, October 21st

Barbara informed that projector costs may be increased and will inform Council on Thursday. Council will take an e- vote on the new amount and rationale.

Patio business: bring to next meeting

Meeting Adjournment

Motion to adjourn meeting. Proposed by Scott, seconded by Heather. Motion passed.

Action Items

ACTION ITEM 1: Michael to clarify the amount of the PRO Grant that was deposited on Nov 8, 2012

ACTION ITEM 2: Erik to update June financials to reflect the revision of \$450.00 donation for HST refund, increased year- end expenses, and pro grant allocation to parent resource library.

ACTION ITEM 3: Catherine to revise constitution as above

ACTION ITEM 4 – Chairs to send email on google group and the above

ACTION ITEM 5:- Susan- writing grants for tree maintenance

ACTION ITEMS for Next Year

ACTION ITEM 6 - End of Year School Council Report - Catherine

ACTION ITEM 7 - Financial Report - Erik

ACTION ITEM 8 - Principal's Profile- Barbara (DONE)

ACTION ITEM 9 - Elections and procedures - Sheila

ACTION ITEM 10 – Research and write Grant for swimming

Addendum to minutes

An e- vote was proposed on June 28th and 72 hours were allowed for voting. Results were confirmed on July 2nd, 2013.

E- vote Motion: to approve \$600 of additional spending for cables and costs to install three projectors

Proposed by Sacha, Seconded by Lorrie, Nine members voted in favour and three members did not participate. Motion passed by Council.