
School Council Meeting Minutes

Abraham Erb Public School

October 17, 2018 - School Library 7pm

Members Present: Amy W., Anuvarna, Becky L., Carolyn M., Deb B., Deji S., Jennifer K., Julie I., Kelly S., Lee R., Leena S. (Minutes), Megha M., Melinda H., Tamara C., Tracy M., Vaidhehi K., Vera J.,

Absent: Karen H., Farzana H., Amanda I., Dan L., Alison P., Sheila S., Jing X.

Guests (signed in only): Hanan A., Jiejun Z., Tallen L., Yosra A.,

Agenda item: Welcome and Parent Member Elections Presenter: Jennifer K.

Discussion:

- JK reviewed council membership: members versus attendees. Everyone is welcome to attend any meeting throughout the year regardless of whether they are an official voting member or not
- JK explained that there was still space to become a voting parent member and that the maximum is 25. Voting parent members must be present for 70% of meetings. JI submitted a form previously but was absent at the first meeting to be acclaimed as a parent member. The motion was put forward by JK to add JI as a parent member and any others who wanted to be members that did not already submit a form.
- Anyone who did not submit a form was invited to do so or raise their hand if they wished to be added as a parent member. Two forms were submitted by JI and TM and five other parents raised their hands.
- JK announced that AI would be stepping down as fundraising co-chair.

Decisions:

- 7 more parent members (Amy W., Anuvarna, Becky L., Deji S., Julie I., Tamara C., Tracy M.) were acclaimed by a unanimous vote.
- September minutes were approved by a unanimous vote.

Agenda item: Action items from September Presenter: Jennifer K.

Discussion:

- School Council page on Abraham Erb website (<https://abe.wrdsb.ca/school-council-news/>) was updated with officer names and meeting dates. Minutes are yet to be added. The newsletter was sent out on school day; please give jennifer feedback or volunteer to create it
- MB. to draft opt-out letter and send out at the end of this month. The idea is that you opt out of fundraising by donating funds that go to the school. There will be an online option, tax receipt over \$20. The more donations received directly the less likely we have to sell stuff. JK would like to position it as a list of items needed by the school so it's not a generic donation to school but a dollar amount that we need and where it will go.
- For teacher appreciation day on October 5, MB, FH, LR and JK created a bulletin board with messages for teachers from parents and students, teachers were touched and surprised with coffee/tea and snacks.

- JI volunteered to run book fair: November 30 (preview)- Dec 5 (last day is a half day). She is talking to scholastic next wednesday. JI to send out volunteer list, more help needed during nutrition breaks. JI will invite teachers to create a wish list for classroom books as an alternative idea to purchasing holiday gifts for teachers.
- JK reviewed changes to by-laws and put 4 motions forward to approve changes as outlined in the minutes. Approved unanimously.

Decisions:

- Changes to by-laws approved unanimously.

Action Items:

	Person Responsible:	Deadline:
<input type="checkbox"/> Review and provide feedback on School Newsletter, if any	Everyone	November 21
<input type="checkbox"/> Arrange Handbook and minutes/calendar to be posted	Heather/Jennifer	October 31
<input type="checkbox"/> Send draft of opt-out letter	Megha	After Budget
<input type="checkbox"/> Send out sign up list for volunteers for book fair	Julie	November
<input type="checkbox"/> Invite teachers to create classroom book wishlists	Julie	November

Agenda item: Treasurer’s Report Presenter: Carolyn M.

Discussion:

- We still have approximately \$17,000 in the bank. No changes from last month with some minor transfers going in and out that left the balance the same.

Decisions:

- Accept Treasurer’s report as submitted.

Agenda item: Principal’s Report Presenter: Heather

Discussion:

- Teachers thankful for surprise teacher appreciation day. They were surprised and thought the bulletin board was touching. Tears of joy and gratitude were shed.
- Several new teachers joined the school this month: Erin Dumart for Kindergarten, Tony Hall - planning time, Martina Cervi for Grade 2 and Indu Sabhawal for PM ECE in Room 6.
- Despite big transitions in room 6, the kids are settling in.
- Grade 6 camp was great. First day did not have the greatest weather but kids still had fun. Picture day is done, Terry Fox run had great support, raised \$528 for cancer research.
- Safety patrollers have been trained and are volunteering in the mornings and after school.
- MADD Smart Wheels was here on October 15 & 16 for grade 4 & 6 to help students learn about not driving impaired and making smart choices re: alcohol, drugs and their role in saving lives. E.g. never get into car with someone impaired.
- Vision screening on October 18 for Kindergarten students.
- Polling station will be here on October 22.
- Partnership this year again with leadership from with SJAM to run intramurals.

- October 25 is the gratitude assembly.
- Field trips this month: Safety Village, Huron Natural Area, Herlee's, Court at Laurelwood.
- Constable Andre Johnson will be visiting and available for police support.
- PD days on Oct 26, Nov 16.
- Reflecting on EQAO data, all school results are at target or above and higher than board average
 - Grade 3: Reading 87%, Writing 93, Math, 83 Board Results: Reading 71%, Writing 65%, Math 57%
 - Grade 6: Reading 87%, Writing 89%, Math 73%
- Board wide there will still be a focus on math, Target is level 3 and up and is considered met and above.
- HS will be looking at results, and coming up with an improvement plan, connecting to comprehensive math strategy.
- Results can be broken down by french and not french and can also be broken down by girls and boys.
- Remembrance Day assembly is November 9.
- Progress reports out on November 12.
- Picture Re-take Nov 13.
- Little Jammers set to take place in january when the library will be available again.
- Money leftover from musical will be used to purchase 16 ukuleles.
- Update on the portable: another month potentially before it comes. Someone from the board has come to look at electrical. The next step is for the city to approve the permit (21 days).
- Heather reviewed a preliminary wish list with ideas from teachers that will be considered for next meeting.
- JK we have a large surplus, true fundraising policy is not to accumulate money but fundraise for specific items/causes.
- JK discussed the idea that the things we as parents value should be married with the needs of the teachers. Moved on to next agenda item to discuss in groups how much to spend this year, on what and how to replenish going forward.

Decisions:

- Agreed to postpone the approval of any teacher wish list items pending review of funding guidelines, Council prioritization discussions and pending further reconsideration by Heather and teachers.

Action Items:

- Review funding guidelines
- Resubmit list for review for next meeting

Person Responsible:

JK
HS

Deadline:

November 14
November 14

Important Dates:

- October 25 - Gratitude Assembly
- October 26 - PD Day
- November 9 - Remembrance Day Assembly
- November 12 - Progress Reports
- November 13 - Picture Re-take Day
- November 16 - PD Day

Agenda item: Goals & Objectives

Presenter: Jennifer K.

Discussion:

- JK divided council into 5 groups to discuss council purpose and come up with ideas for goals
- Look for email from JK summarizing ideas. JK will add ideas if you have others.

Action Items:

- Summarize ideas and e-mail to council
- Review ideas summary and be ready to vote

Person Responsible:

JK
Everyone

Deadline:

October 31
November 21

Meeting adjourned at approximately 8:20pm

APPENDIX #1: Log of Open Action Items

Noted: Closed items are only noted here if the item was in open status at the beginning of the meeting

Action	Person Responsible	Deadline	Status	Meeting Raised
Post minutes/handbook to School Day and post council roles with names to school website	Jennifer / Heather	Next meeting	IN PROGRESS	Jan 18
Look at any opportunities for greening and possible grants	Jennifer	December	OPEN	May 18
Draft Opt out/ Donation Letter to be ready in September	Megha / Jennifer		DELAY UNTIL AFTER BUDGET	June 18
Arrange coffee/treats for Teacher Appreciation Day	Megha / Farzana	October 5	CLOSED	Sept 18
Arrange for photos to be posted on school Twitter	Heather	October 6	CLOSED	Sept 18
Circulate by-laws for voting next meeting	Jennifer	October 3	CLOSED	Sept 18
Review by-law changes for voting next meeting	Everyone	October 17	CLOSED	Sept 18
Investigate possible suppliers and pricing for school shirts	Deb	October 17	OPEN	Sept 18
Review funding guidelines	Jennifer	November 14	NEW	Oct 17
Resubmit teacher wish list for review	Heather	November 14	NEW	Oct 17
Post EQAO results both school and board for grades 3 and 6	Heather	Next meeting	NEW	Oct 17
Discuss need for more than 16 ukeleles and if a class set can be ordered	Heather	Next meeting	NEW	Oct 17
Summarize ideas from goals & objectives activity and e-mail to council	Jennifer	October 23	NEW	Oct 17
Review ideas summary and prepare to discuss and vote at next meeting	Everyone	November 21	NEW	Oct 17

Request for book fair volunteers to be sent out and invitation for teachers to create wish lists for their classrooms	Julie	November 21	NEW	Oct 17
Review School Council Newsletter and provide feedback, if any	Everyone	November 21	NEW	Oct 17

APPENDIX #2: Summary of Financial Decisions at this meeting

Amount	Item	Date of Approval	School Year