**Wednesday, October 9, 2019**

**ATTENDEES** (V = Council voting member)

Carolyn Graham (Principal)

Chris Schlei (Vice Principal)

Bibi Corbeil (Teacher)

Alanna Rand (V)

Adam Jarvis

Asra Baig (V)

Beth Lennox (V)

Bryce Butler??

Dawn Mills (V)

Donna Henderson

Jackie Fraser (Chair)

Jenn Butler (V)?

Jennifer Hendry-Lynn (V)

Jennifer Sime (V)

Jocelyn Jarvis (V)

Karen Nitz (V)

Shannon Wall?

Stephanie D’Oliveira (V)

Tim Nitz

Zac Jones (V)

**REGRETS**

Melissa Jenkins (V)

Shona Majeury (V)

Wendy Bowman (V)

1. **WELCOME** – J. Fraser
   * Meeting began at 6pm
   * September meeting Minutes were accepted as distributed
2. **SCHOOL UPDATE** – C. Graham
   * Lice outbreak
   * Playground update:
     + proposal is to build in two parts: outdoor classrooms (2) and then playground equipment.
     + Also applying for Trillium and TD grants (January).
     + 2 quotes tendered for the 2 classrooms, both $55k including demo and install
     + Design images will be shared with the group
     + Idea is to get started. If grant money is enough, money put aside for playground can be reallocated to another project or school need. If money is not enough, our $20k fund can be used.
     + Feeling is that Primary will use the classrooms regularly, more than Intermediates, but both classrooms will be appreciated and well used.
     + **ACTION:** Zac to keep group up to date on progress as School Council rep
     + **ACTION:** Jennifer H-L to review other grant options that might be available to apply for
3. **BUDGET UPDATE** –Z. Jones

* 2018/2019
  + Spent $4k more than revenue, but had the outdoor sign as a one-time large expense
  + More involvement from parents brought in $20k over prior year
  + Goal will always be to spend Bingo funds first if the item being expensed meets the Bingo policy. Council does not need to vote on whether to use Bingo funds or not, just on whether to approve an investment
  + Similar budget for 2019/2020 with ~$39 expected net incoming/outgoing. $20k in assets has been set aside already for playground investment

1. **COMMITTEE UPDATES** – All
   * If you have an expense related to your subcommittee:
     + first fill out request form for approval to spend,
     + then pay out of pocket,
     + finally bring receipts and fill out expense reimbursement form with Kim at the office.
   * **Student-led sales** – J. Fraser
     + Plan is to do gift-card sales. Start date Nov 18. End date Dec 4. Gift cards would be delivered week before winter break.
     + Concern would be that the program may not be as lucrative as chocolate sales. Since planning for Fall, we would have the opportunity to do another fundraiser in the Spring.
     + Hopeful that a prize can be donated, plus another $150-$200 prizes to be funded.
   * **Pizza** – S. D’Oliveira
     + Require more volunteers; 12:30 – 2pm on Wednesdays
     + **ACTION:** Request student volunteers are recommended as first option. Will communicate through School Day requesting more parent volunteers if no students available.
     + **ACTION:** Ask pizza vendor to split the pizza orders by class lists
   * **Lunch program** – S. D’Oliveira for S. Majeury
     + Lunch Box Orders was used at Shona’s previous school. Went very well.
     + Proposal is 1 vendor per month/order
     + **ACTION:** Shona to come up with plan for vendor selections (East Sides, Montana’s, etc.). Aim for Fridays.
     + Would require minimal volunteer arrangements to get food into classrooms as it comes prepped and split by class: Steph, Beth both volunteered.
   * **Speakers** – A. Baig
     + Would like to send a survey to identify topics that would be most appreciated. **ACTION:** work with Jenn Sime to coordinate and distribute
     + Ideas: Coding, GoodLife Fitness (health & wellness), parenting workshops, cyber-bulling/social media awareness/human trafficking
   * **Bingo** – on hold until November
   * **Fun Fair** – on pause until new year
   * **Spirit Wear** – TBD
   * **Dance-a-thon** – J. Sime
     + Aiming for Feb
     + Low cost
     + Candy Land theme
     + Requesting $2/kid as a donation to participate
     + Requesting funds for candy prize purchases - $250. To be recouped through the fundraising revenue.
     + Suggest selling glow sticks, concessions
     + Request to borrow lights from Kim at Fiddlesticks
     + Request that Mr. Henry help with setup
   * **Gift Market** – J. Sime
     + Timing = November
     + Research and discussion with other schools who have planned similar events indicates that a lot of lead time is needed to plan. Not be feasible for this year. Proposal is to plan for next school year, with subcommittee starting the plans later this year.
   * **Movie Night** – Nitz’s
     + Working on getting licenses
     + Planning for Nov 22nd
     + Plan for every month/every other month
     + Concessions: pizza, candy, drinks, coffee
     + Raffle comfy chairs
   * **Taste of Clemens Mill** –
     + Merging with Multi-Cultural Night.
     + Council approved funding $600
   * **Grants** – J. Hendry-Lynn
     + Trillium and TD are on hold (via government)
     + Others to consider for playground equipment – Play Power Canada
     + Some coming up soon for deadline, Jen will decide what might be applicable and will bring them to Carolyn & the office for review & submission
   * Volunteers needed for healthy food committee: Nutrition for Learning
     + Donna Henderson
     + Dawn Mills
     + Karen Nitz
     + Jackie Fraser
2. **WISH LIST** – A. Rand
   * Items requested (totaling ~$17k) were presented
   * General theme this year was a material need for sensory/special needs classroom items
   * Council approved~$11k in requests; $1k more than budgeted. Will need to review planned spending for second half of year and reassess fundraising/expenditures
   * Items NOT approved due to budget constraints:
     + Jerseys (recommend asking again next year)
     + Garden water feature/fountain
     + Sensory wall items
     + Pavement paint
3. **OTHER ITEMS**
   * Graduation date for grade 8 is same date as St. Benedict’s. Request was brought forward to change the date. Recommendation was to discuss directly with School administration as Graduation is not a Council initiative.
4. **MEETING ADJOURNMENT** – J. Fraser
   * Meeting ended at 7:50pm

**NEXT MEETING:** Wed, Nov. 13, 2019; 6:00 – 7:30pm