

Elizabeth Ziegler (EZ) Public School Council Meeting

Thursday, April 23, 2015 – Meeting Minutes

ATTENDANCE

VOTING COUNCIL MEMBERS

X	Ingrid Bachmann	X	Cher Mamuza	X	Adam Purkiss
X	Mike Delisle	X	Donna Martin	X	Jacob Shelley
	Rebecca Guzar	X	Sean McQuillin	X	Carrie Stevenson
X	Sairin Hayes	X	Pamela Mulloy	X	Ingrid Wessel
	Emily Jaarsma	X	Nancy Lua Poulsen	X	Charlotte Woodley

NON VOTING COUNCIL MEMBERS/GUESTS

X	Lynne Green (Principal)		absent (teacher)
	Lori Peebles (Vice Principal)		

1. WELCOME (Jacob and Carrie Co-Chairs)

- Agenda distributed electronically
- Quorum of 8 met for meeting

2. REVIEW AND APPROVAL OF PREVIOUS MEETING MINUTES

- Meeting Minutes distributed electronically
- **Motion #1** to approve Jan. 22, 2015 EZ PS Council meeting minutes.
Motion moved by: Adam
Motion Seconded by: Cher
Motion passed by all members of school council in attendance

3. WRAPSC Update (Rebecca Guzar)

- Rebecca is away tonight... she was unable to attend the April WRAPSC meeting
- Ingrid noted that she has been in touch with Lynn, about a nutrition workshop
- Hoping for a late May event, approx. 6:30-7:30, at EZ, with healthy snack stations
- Ingrid asked whether it's OK to include "litterless lunches" – yes
- Anyone who can help, please contact Ingrid at ingbachmann@rogers.com

4. COMMITTEE UPDATES

(1) Words Out Committee (Pamela Mulloy)

- Magazine group meets most Fridays, and the theme is "Dreams" (although one communication still listed the previous topic of "The World We Live In", so both will be incorporated)
- Timm will bring layouts next Friday to show the students
- Students are more hands-on this year, and have scanned all the images
- Currently editors have worked on the articles, now need to go back to the writers to explain
- There is a lot of material this year, so it will be a challenge to combine it all
- Order forms will be sent out closer to the publication date
- Q: Pamela asked how long it will take to produce, once students are done?
A: Timm and Donna will need 2-3 weeks, then it will have to be proofread, then updated, then the printer will need 2-3 weeks (therefore hoping for mid-June publication)
- Q: Why were stickers put in some students' planners about submitting, when they had already done so?
A: It was to double check that everything was in – give Pamela any kids' names and she will confirm
- Lynne said to let us know if she needs any help

Elizabeth Ziegler (EZ) Public School Council Meeting

(2) Greening Committee Update (Adam Purkiss)

- A Tulip tree has been donated by the neighbourhood association, and will be planted on Saturday
- Carrie to get the fence to put around the tree – will need to be spaced like the other trees, in order to allow three buckets to be placed around it
- It also needs to be a minimum of 25 feet from any building... Lynne would like it planted at the front
- Q: do we need to do a locate for facilities first?
- A: Lynne has a map from Rob Seeley (WRDSB, Site Foreperson) showing locations of facilities
- Council will co-ordinate the watering during the summer, but can anyone else do it until then?
- Lynne will ensure either students or custodial staff take care of it
- Adam noted that the hose for watering was previously stored in the outside shed, for council to use during the summer, but it has been moved near the gym. Lynne to check with custodial staff about returning it to the shed
- We should also arrange a grounds clean-up, once the warmer weather comes
- Note that Adam will not be back next year, so we will need a new Greening Chair and Treasurer

(3) Fundraising Committee (Helen, Jola, Carrie)

- Vesey's Bulbs fundraiser earned approx. \$1000
- That's the last fundraiser for this year
- Q: Does the Board limit the amount of fundraisers we can hold?
A: No, not to anyone's knowledge, why?
- A parent was asking – apparently the Catholic Board has a limit (possibly 5?)
- We ran five fundraisers this year, which seems like the maximum our school can support

5. COMMUNICATIONS (Website, School Day, Newsletter, Facebook)

- Next newsletter will be in June
- Please submit ideas for its content
- Suggested that Lynne provide info. about the bike and scooter parking issues, but that will be too late
- We should definitely provide a summary of the fundraising results, and what the money was spent on (home reading books, school trips, plays, etc.) Council is responding to identified needs in the school

6. PRINCIPAL REPORT (Lynne Green)

- Lori (VP) is at her other school today, and unable to attend
- May 4th is Music Monday, where all schools across Canada learn the same song, and sing it outside at 1 pm (this year's song written by a 16-year-old Canadian)
- EZ will probably sing outside at 10 am, since several key classes will be away on a field trip at 1 pm, but other classes may choose to sing in their classrooms at 1 pm
- May 7th is "Welcome to Kindergarten" day
- In May EZ is hosting the CIL-M (Collaborative Inquiry in Learning and Mathematics) conference, which focuses on new approaches to teaching math
- May 14th is the Science Fair
- May 15th is Jump Rope for Heart
- There will also be a Spirit Day around that time, with the theme of "Time"
- May 25-27 is EQAO testing (Education Quality and Accountability) for grades 3 and 6
- June 9th the five grade 5 and 6 classes will be presenting a play. It's a "mash-up" of students, with everyone involved
- June 19th will be a student talent show (during the day)
- The Ministry of Education has given out Pam Am games resources, which EZ will use at a playday at the end of June
- During the last day of school assembly there will be four awards given out to students

Elizabeth Ziegler (EZ) Public School Council Meeting

- The grade 6 celebration will be the previous day, but awards will be held until the assembly, to recognize students' achievements in front of everyone
- The Running Club will begin soon with huge, enthusiastic participation of students
- Issues with scooters – teachers have become concerned about the danger of the large number of scooters that are being carried up and down the stairs each day. Therefore starting today students with scooters will wait to enter the school last, and there will be a space designated near the gym for scooters to be parked. This will be a safe area as there are always teachers in the gym, and classes passing by. However, this will be a flexible model as some children may have trouble adapting
- The staffing process for next year has begun. This year we have 18 classes (3 kindergarten) and next year there will be one additional K–6 class
- This will require the re-opening of one portable

7. CHAIR REPORT (Co-Chairs Jacob and Carrie)

PRO Grant:

- We need suggestions for spending the PRO grant (Parents Reaching Out) which is due May 19
- The only stipulation is that our event involves parents in education
- Last year we used this for an ESQ (Engineering Science Quest) evening, which is run by UofW students
- The grant website lists examples of what other schools have used it for, but we're on a very short timeframe, so are limited by that this year
- ESQ is ideal because it is completely handled by them, and we can use last year's application to speed things up
- Council agreed to have ESQ again this year, but next year will explore other ideas

Principal Profile:

- Any feedback to the profile written by Carrie and Jacob? (none)
- Lynne commented that she liked it and it gave her some things to think about

PIC (Parental Involvement Committee) Grant:

- Ideas for how to spend this money?
 - Jacob suggested we turn the last council meeting in June into a celebration to say good-bye to members leaving, and encourage new parents to come out and learn about us and join council next year
 - We could rent the Princess Café (from an EZ parent) for \$200, appetizers would be extra \$\$
 - Notes could be put in student planners to invite all parents
 - Rebecca Seiling may take over Pamela's role, so we could invite people like her to attend
 - There could be information about council available, along with sign-up sheets, to sign up new members and hit the ground running in September
 - Q: Why aren't parents joining? We should determine that and address it in our marketing
 - A: Many think we only do fundraising (Note to make sure the June newsletter doesn't reinforce that)
 - We need to show parents that we do things that enhance our children's education – we put books in kids' hands, etc.
 - Important to stress the small time commitment (only two hours per month)
 - This should be decided now, in order to promote it at the May 7th Kindergarten night (good to set up a table at that event with volunteers wearing shirts, and display information)
- **Motion #2** to spend the PIC Grant on a parent recruitment event
 - Motion moved by:* Sean
 - Motion Seconded by:* Jacob
 - Motion passed*** by all members of school council in attendance

Elizabeth Ziegler (EZ) Public School Council Meeting

Misc:

- New tree watering schedule for the summer will be arranged by email
- Want to hit the ground running for fall of 2015 – let's book the date for the first meeting now, elect chairs to their positions at the beginning of the meeting, then start making plans immediately
- First fall meeting to be Thursday, September 24
- Should we hold the fall BBQ again next year? Yes! Date set for Wednesday, September 23
- Request for Lynne to notify our feeder schools, so their events won't coincide
- Are any other council members thinking of leaving next year? Longtime members leaving are Adam, Nancy, Pamela, and possibly Jacob
- Jacob would like to host a by-laws meeting at his house to create a structured set of rules, information, etc. that will be useful to council members. They should clearly identify council's priorities, starting simply with basic foundations, to be developed over time. Anyone interested in participating email Jacob jacobjshelley@gmail.com

8. FINANCIAL UPDATES (Adam Purkiss – Treasurer)

Balances

General Account: \$1554.01 <i>KW Counselling Anxiety Workshop</i> - \$400.00 <i>Mabel's Labels</i> \$8.40 <u>Total:</u> \$1162.41 <i>Outstanding:</i> \$300 allotted to kindergarten outdoor toys
Greening: \$3305.51 Words Out: \$1024.62 Pizza: \$5448.81 <i>School Day</i> \$652.31 <i>Pizza Orders</i> \$396.10 <u>Total:</u> \$6497.22 <i>Note: Pizza not yet caught up, won't know final total until year end. This will be a good predictor for next year's numbers.</i>
Magazines/Misc: \$5665.23 <i>Field Trips</i> - \$2565.00 <i>Games* in classrooms</i> - \$1200.00 <i>Vesey's Bulbs</i> \$1020.53 <u>Total:</u> \$2920.76 <i>*Games ordered for 17 classrooms, probably one class left</i>
Dance-a-thon: - \$310.00 <i>Pledges</i> \$4734.10 <i>Presswood Entertainment</i> = - \$102.12 <u>Total:</u> \$4321.98

- Council can spend approx. \$10,000 while leaving enough in account for obligations
- Review of wishlist from Lynne/teachers:
 - Kiln (a used one is available, but it needs to be evaluated before being accepted)
 - Planners – pay for or subsidize (cost approx. \$2100 last fall)
 - Soccer field re-grading to fill in holes near path, that end up as muddy patches
 - Home Reading (fr. and eng.) Since it's cheaper to buy in bulk, a proposed order has been developed, cost is \$1000. Note: in previous years we gave \$1500 for fr. books, \$1000 for eng.
 - Magic Flute Performance (2 wks ago) \$971.80
 - Earth Day – two teachers ordered butterfly kits (\$200) Note: this was offered to all teachers
 - Breakfast Program – fine for funds now
 - Next Year – think about replacing or adding to the games in the classrooms
 - Big Tree replacement – it was cut down, creating a space, and shade needed (near the swings)

Elizabeth Ziegler (EZ) Public School Council Meeting

- o Council member noted that we sometimes pay for a Teacher Appreciation lunch (usually give Joan the money and she arranges it on our behalf)

- **Motion #3** to spend \$3000 on Home Reading books (\$1500 eng./\$1500 fr.)

Motion moved by: Adam

Motion Seconded by: Sean

Motion passed by all members of school council in attendance

- Lynne asked to find out cost of soccer field repairs by next meeting (can come out of Greening account)

- **Motion #4** to pay for Magic Flute performance \$1000

Motion moved by: Pamela

Motion Seconded by: Nancy

Motion passed by all members of school council in attendance

- **Motion #5** to pay for Earth Day butterfly kits, up to \$200 (to come out of Greening account)

Motion moved by: Adam

Motion Seconded by: Ingrid B.

Motion passed by all members of school council in attendance

- **Motion #6** to pay for Teacher Appreciation lunch \$300

Motion moved by: Sean

Motion Seconded by: Ingrid W.

Motion passed by all members of school council in attendance

- Note: Greening account needs a balance to pay for yard maintenance and mulching (\$600-\$700 for mulch last year)
- Suggestion that more money could be allocated to Greening if the balance gets too low
- Approx. estimate to replace the big tree would be \$1000

Funding Planners:

- Lively discussion about funding school planners – a decision is needed tonight so Joan can proceed with next fall's plans
- Funding them entirely would eliminate the hassle (for parents and the school) of tracking down who has paid, sending reminders, and collecting small amounts of money. One less task for the busy fall period
- Comment that parents would be disappointed that the hard-earned fundraising dollars go to planners that only last one year and aren't used by all teachers
- Could be good PR to say council has paid for them
- Would it be better to subsidize them?
- Might set a precedent that's hard to follow, if we pay them entirely this year (Note: in previous years council has done it all – paid entirely, subsidized and not paid at all)
- Is there more "perceived" value to the planner if it costs something?
- There are funds set aside for families who cannot afford items like this
- Lynne noted that the front section of the planner is the school's handbook, with important information for parents

- **Motion #7** to subsidize the cost of school planners \$1000

Motion moved by: Sean

Motion Seconded by: Cher

Motion passed by all members of school council in attendance

- Let's remember to keep some funds if a kiln needs to be purchased
- Q: Can we earmark money for the beginning of next year for additional classroom games?
A: yes

Elizabeth Ziegler (EZ) Public School Council Meeting

- **Motion #8** to pay up to \$250 (for the nutritionist & food costs) to hold a Good Nutrition Night at EZ
Motion moved by: Ingrid B
Motion Seconded by: Sairin
Motion passed by all members of school council in attendance
- Q: Is there an IT wishlist?
A: IT requests haven't been coming up
- Lynne said next week is the CAPSI meeting (Computers Across Schools) so she will be asking staff about IT resources
- Note – the new portable being re-opened in September will need a data projector
- Adam noted that there is a voting position for a community representative
- Think about volunteering to work at a School Council table for the Kindergarten Info. night on May 7th
- In the May and June meetings we should think about next year's spending plans, and these should support council's goals to:
 - Promote literacy (english and french) and numeracy
 - Nurture the EZ Community (engaging parents)
 - Encourage Healthy Living/Physical Activity
 - Support Arts & Culture
- Maybe it's time to do the next phase of Greening – create another outdoor classroom in the forested area, or more playground equipment, trees, etc. We should encourage Jen F (kindergarten teacher) to attend a council meeting to explain her ideas

9. ADJOURNMENT (Jacob – Co-Chair)

Meeting adjourned at 8:40 pm

Next meeting is on Thursday May 21, 2015