

Elizabeth Ziegler (EZ) Public School Council Meeting

Thursday, October 23, 2014 – Meeting Minutes

ATTENDANCE

VOTING COUNCIL MEMBERS

X	Ingrid Bachmann	X	Emily Jaarsma	X	Adam Purkiss
X	Karen Cunningham	X	Cher Mamuza	X	Jacob Shelley
X	Jola Gurska	X	Donna Martin	X	Carrie Stevenson
X	Rebecca Guzar	X	Sean McQuillin	X	Ingrid Wessel
X	Sairin Hayes	X	Nancy Lua Poulsen	X	Charlotte Woodley

NON VOTING* COUNCIL MEMBERS/GUESTS

X	Lynne Green (Principal)	X	Tamara Awad Lobe (teacher)		
X	Lori Peebles (Vice Principal)				

*Adam believes that school admin has one vote, and teachers have one vote – can discuss next meeting

1. WELCOME (Jacob and Carrie Co-Chairs)

- Agenda distributed electronically
- Quorum of 8 met for meeting
- New co-chairs are learning their roles and looking forward to council's year ahead

2. REVIEW AND APPROVAL OF PREVIOUS MEETING MINUTES

- Meeting Minutes distributed electronically
- **Motion #1** to approve Sept. 25, 2014 EZ PS Council meeting minutes.
Motion moved by: Sean
Motion Seconded by: Adam
Motion passed by all members of school council in attendance

3. FINANCIAL UPDATES (Adam Purkiss – Treasurer)

Balances

General Account: Carry Over = \$1530.83 Mabel's Labels = \$108.08 PRO Grant from last year= \$847.93 Total: \$2486.84
Greening: Carry Over = \$4056.39 Stencils = - \$830.55 Tax Rebate for Stencils = \$79.67 Total: \$3305.51 Words Out = \$1106.35 (carry over) Pizza = \$0 (determining what we keep)

4. COMMITTEE UPDATES

(1). Words Out Committee (Pamela Mulloy)

- Hoping to produce another student magazine this year, starting after January
- Words Out has started a Writing Club – 13 students signed up, 30 showed up at the first meeting
- There is lots of enthusiasm for this club, and possibly these members will become the production board for the magazine
- Considering holding a mini workshop with someone coming in to speak
- Note – magazine will cost more to print than last time, due to loss of contact
- Jacob has a connection at another printer... will send specs to check on price there
- Comment made that we could charge more per magazine to make up cost (last time charged \$XX each)
- Also, this is Pamela's last year at EZ, so she will need to coach her replacement. Rebecca Seiling is interested in stepping in, but any others parents are welcome to volunteer as well
- Comment made that it would be nice to receive the EZ magazine as an electronic file, rather than paper

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(2) Greening Committee Update (Adam Purkiss)

- Background – Greening Committee was formed 5 years ago, and has made improvements to the schoolyard at EZ. Examples of projects are: a new climbing structure, an outdoor classroom, planted 28 new trees, mulching/Earth Day work, and painting stencils on tarmac
- Committee's role has moved towards maintenance
- New project may be making forested area into more of a usable space
- Also a large tree had to come down, so we could plant some smaller trees in that area
Lynne noted that School Board may take care of replacing that tree, she will investigate
- If anyone has other ideas, please contact Adam – it has traditionally been very easy to fundraise for Greening Projects, they're very popular
- Trying to get a group together for Sat. Nov. 1 to clean out forested area again, please contact Adam if you're available
- This information will be put on school website to attract more volunteers

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

- Pizza Sales (Panago Pizza)
 - Pizza days are every Friday from October to June
 - Profit is \$0.86/pepperoni slice, \$0.72/cheese slice
 - Last year profit was \$6600
 - Expect the same this year
- Pita Sales
 - Monthly program, fall to spring
 - Profits used for nutrition program
 - 2013 profits just under \$300
 - Expect the same this year
- Mabel's Labels
 - EZ earns 20% of sales during a 3 month period
 - Then earnings drop to 5%
 - 2013 profits approx. \$150
 - Expect the same this year
- Magazine Sales
 - New company this year (QSP) and orders are online only
 - Holding a fall "blitz" but program continues all year
 - Approx. \$800 profit so far this year
- Treasures Coupon book
 - New for EZ in 2014, holding a fall "blitz"
 - \$35 per book of coupons with EZ keeping \$10-\$16 per book
 - Expected revenue \$1000 (100 books)
 - Request for next year – start it earlier since other organizations had their books out ahead of us
 - Comment made that it isn't nice to receive the book and be told to pay for it
 - Some parents didn't receive any books, some received multiple copies
 - Convenient that you can pay through School Day
- Cookie Sales
 - Nov. 14-28
 - 2013 profits \$1700
 - Switching to MacMillans brand this year – more variety, better process
 - EZ receives 20-25% of sales
 - Delivery in early December
- Dance-a-thon
 - Friday February 20/15
 - Blast Off Assembly Tues. February 3/15
 - Pledge-based dance with a DJ

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- Kids are separated by grade and spend 40 minutes dancing in the gym
- 2013 profits \$3400
- Expect approx. \$3000 this year

- Vesey's Bulbs and Seeds
 - Selling packaged bulbs and seeds
 - Third year for EZ
 - Forms out April 2, delivery mid-May
 - Expect approx. \$1000 profit

- Fundraising Summary
 - Expect to raise approx. \$14,500 (similar to last year)
 - Always need parent volunteers – spread the word
 - Comment made that all our fundraisers draw from the same “money pool” whether we have a few big programs, or many small ones
 - Q: Do we tell the parents what we're fundraising for?
A: Sometimes... hard to know in advance what the teachers will want, with staff changes between years
 - Note that parents can also donate directly to the school
 - Comment made that council doesn't have to fulfill teachers' wishlist with their fundraising efforts, we can support other parent-driven initiatives and anyone with suggestions should communicate them

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

- Council needs to develop some by-laws to let parents know the rules
- We're hoping that there will be new volunteers
- We need to ask parents what they'd like to see happen
- Important to make school website more up-to-date
- Facebook is updated but there's a very limited audience seeing it
- We may create more newsletters and provide them electronically/on the website
- This year we need to develop a profile of who we – the council – are online
- May generate more interest if other parents realize who is on council
- Possibility of arranging get-togethers that don't include children
- Need to get people excited
- Feel free to send an email or chat about this
- Re: Website – Lori said there is a new option on website, on left side – sign up and get sent notifications (please sign up and let her know if it's working)
- Re: School Day – Lynne said last year was the first time using it, and now she wants to expand its use. With the 2nd secretary working full time there is more time to work on it. It can be used to “broadcast” information as well as for money transfers. The goal is to get more staff using it, and have all trips on it. In the future there may be incentives to sign up such as prizes for classes with the most parents signed up.
- Suggestion made to post School Day info. on the EZ website
- Q: Can two parents both sign up (since you need an access code for your child)
A: You can request another code from the school for a second parent

6. BBQ Summary (Rebecca Guzar)

- This year the BBQ was very organized and ran smoothly
- 580 hot dogs were brought, and didn't quite sell out
- Popcorn was most popular, with a very long line. Recommend that next year we have some popcorn prepared ahead of time
- Q: Do we want to have it again next year? Because it's a lot of work, with possible problems with bad weather, and issues with people not liking “chicken” hot dogs, needing ingredient lists
- Comment made that it needs to be kept in perspective, it's an event to bring together the school community

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- Suggestions made that next year school council members should be identified, and be prepared with “lines” such as “isn’t it great we can all get together”, etc. And it would be nice to have a display table showing what council does.
- Rebecca said if we want to do that, we should plan it in June, since September is really busy, and the BBQ comes up very fast, before council meets

7. Principal Report (Lynn Green)

- Thanks to Rebecca and the volunteers at the BBQ, great to see such a large attendance
- Thanks to staff member Tamara Awad Lobe for attending the meeting tonight, especially nice that she is both a staff member and parent
- An initiative brought forward by Mme. Kleinschmidt for Council to consider funding: two ‘cultural’ performances:
 - Fana Soro – from West Africa, 50 minutes of music/drumming from the Ivory Coast, cost of \$745.80
 - Shoestring Productions presents The Magic Flute, 60 min. performance with singing in English and French, cost of \$971.80 (their production last year was very well received, students were engaged and singing the songs later
- Total cost of \$1717.60, approx. \$4.50/student for both
- Other staff requests this year:
 - Bus costs for trips connected to studies
 - More iPads
 - Junior students really want their own climber (slide & apparatus for climbing)
- Q: Where would this new climber go? Really difficult finding space for current one? We wanted soccer pitches but couldn’t find room for more than one, due to football field and other things currently on field
- Q: Immediately after school, is there a rule about kids on the climber?
- A: School rules are in place until 3:40
- Q: What do the buses cost?
- A: Varies... one example for a trip within K-W was \$200, shared by two classes
- Lynn noted that another school council subsidizes the bus cost for one ride per student, per year
- Comment made that these bus subsidies could enhance cultural experiences for students who may not otherwise have them
- An example given of another school that gives \$X to each teacher per year, to spend as they wish. Council member noted that EZ did this years ago, but teachers found the dollar amount wasn’t quite enough to cover costs
- Lynn said in the past her council funded one bus/class and the school budget covered one bus/class. She will bring more information to the next meeting
- In the past EZ school council paid for all buses to skating, but skating is no longer happening
- Lynn reported that the storage bins for class equipment are getting put together, and they’re back to talking about the speakers for the gym

8. VICE-PRINCIPAL’S REPORT (Lori Peebles)

- The Terry Fox fundraiser went well, with \$1000 raised, and 10 staff members, including Lynn and Lori, received a pie in the face
- They are working on updating the website, keeping in mind privacy rules, so pictures cannot contain any students’ faces
- The Cycling into the Future program is ongoing
- Yesterday high school French exchange students were here from France, they played soccer, made pancakes, talked with the French immersion students
- Next week is the symphony trip for grades 1-3
- Progress Reports for grades 1-6 go home Nov. 3
- Nov. 7-10 is the Book Fair
- Nov. 7 is a PD Day

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- Nov. 14 is Crazy Hair Day
- Halloween For Hunger is a program to collect food for the Food Bank
- No Child Without is a new program through the Medic Alert people. Students with medical issues can register through school and get a free Medic Alert bracelet (ages 4-14) and their information is put in a database (this program coming out in a month)

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

- Be patient, we're new at this job, but are learning as we go
- We want to work on by-laws for the council (Rebecca noted that at a WRAPSC meeting they discussed by-laws and many councils didn't have them.)
- Examples that by-laws would cover:
 - Quorum
 - What does the Chair do?
 - Identify strategic directives for the year
- Nice to have something to give the new parents joining council
- Adam noted that the Greening Committee had by-laws, and he will pass these on to Jacob

10. OTHER ISSUES

- Q: Do we need to decide whether to fund the cultural events now?
- A: No, but the cookie fundraising will go out before then, so would be nice to have a "cookies for culture" theme in place
- Rebecca requested \$500 to arrange speakers on the two topics of Mental Health and Nutrition

11. REQUEST FOR FUNDS

- **Motion #2** to approve \$745.80 for the cultural event in January
Motion moved by: Rebecca
Motion Seconded by Sean
Motion passed by all members of school council in attendance
- **Motion #3** to approve \$500.00 for speakers about Mental Health and Nutrition
Motion moved by: Pamela
Motion Seconded by Cher
Motion passed by all members of school council in attendance

12. ADJOURNMENT (Jacob – Co-Chair)

Meeting adjourned at 8:18 pm

Next meeting is on Thursday November 27, 2014