



Empire School  
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Success Ownership Attitude Respect

## Empire School Council Agenda October 21, 2015. 7:00 PM

**Members Present:** Rachel Thompson, Jackie Seiber, Patrick Madsen, Karen Madsen, Kelly Wilkinson, Wenbin Peng, Steph Hector, Beth Angle, Erica Hind, Moumita Roychowdhury, Lindsay Blashill, Lama Samad, Caitlin McGregor  
**Members Absent:** Shannon Berkhuizen, Colleen Ridley, Marwa Gad, Sue Sherifali  
**Other Attendees:** Jen Murray, Paul Eng

### 1) Welcome and introductions

### 2) Approval of September meeting minutes.

- Approved by Steph Hector, 2nd by Jackie Seiber

### 3) Fundraising

#### A. Canadian Tire - Caitlin

- Update: small group has been assembled to organize. Volunteers are needed on Oct 30th, Oct 31st and Nov 1st. Sign up sheet was distributed and is also being organized on a website (see link). Rachel Thompson will ask around the playground to fill the remaining spots: <http://www.signupgenius.com/go/30e0f4aacad22a0f58-empire/>
- Public Health food safety special event application has been reviewed and approved by an inspector. Group was advised on food handling, food safety, cleaning etc.
- Call for volunteers

#### B. Tiles - Jackie

- Committee met earlier this month to discuss options (costs, tile material, display location, inside vs. outside). Committee is still very much in the research phase. They believe this is a viable fundraiser and would generate a lot of interest from past and current Empire families. At this time they are looking at February launch at the earliest. They will report back with more info at November meeting.

### **C. Book Fair - Rachel**

- Book fair will be postponed until spring, given the current work to rule climate for teachers and support staff.
- Last year's fair raised \$1100 (based on 30% commission)
- This year, the scholastic commission is 25%
- Discussion to rebook for a night when parents are already here in the school.  
Possibilities: April, or around other events e.g. UW Science night, Funfair  
(downside is that we will already be a ready asking for lots of volunteers and spending from families that evening)

### **D. Boston Pizza - Steph**

- Steph met with Boston Pizza manager at Erbsville location (651 Erbsville St W, Waterloo)
- Wed Nov 4th is the first night, first Wednesday of every month thru to June
- Take out, delivery and dine in counts toward (10% of sales will be donated to Empire)
- Great fundraising and community building opportunities

### **E. Grants**

- Lindsay applied for the City of Waterloo Neighbourhood Matching Fund (NMF) grant based on the original Earthscape quote. Total ask was \$2800. Unsure of when we will hear back.
- Jenn Murray will apply for new grants. Lindsay Blashill to send the City of Waterloo NMF documents so she can adapt if she wants

## **4) Earthscapes**

- Karen in the process of gathering 3 quotes. She will bring these to the next meeting.
- Earthscape updated their quote from March 2015; quotes also from Landscape Plus and one other
- All companies stated late Spring and early Summer installation (would then be completed by September)

## **5) June Fun Fair**

- Agreed to Thursday, June 16, 2016. If something else comes up we will choose another day that week (June 13-17th, likely the Wednesday 15th)
- Kelly will book the school space for those two dates and closer to the date one of the two will be chosen.

## **6) Finance report - Wenbin**

- Wenbin reviewed the school budget for period Sept 1 to October 19, 2015. She will reconcile some minor issues (e.g. expenses applied to Fun Fair budget line (856))
- \$29,787.79 (account 850) is available to the Parent Council
- Kelly will transfer the Parent Engagement grant (\$500) from her account to the Fun Fair revenue
- Playground project is a special project and fundraising activities (e.g. Canadian Tire and tile Wall) will each get a separate budget line (857 and 851, respectively)
- The group reviewed the frequency of the School Council activities

## **7) Principal/Vice Principal Reports**

- PALS (Playground Activity Leaders program) have planned an assembly for Thursday October 29th. Theme is Growth Mindset.
- Monthly staff spirit days upcoming; all dates are queued up for Twitter
- Progress reports are scheduled to go home on November 9th (due to Kelly on October 26th)

## **8) Other business**

- ESQ Science Night - grant deadline was in spring and we did not meet deadline in application. The cost is \$900 and it is a community-building and learning event. Book fair funds may offset this cost.
  - Motion carried and seconded to do Science night again this year.
  - Erica Hind and Rachel Thompson will contact UW for available dates in April. Possible to do a day ahead of the PD day.
- Unsure about Parent Movie Night for 2015-2016 school year. Deferred to next meeting to discuss

### **9) Parent questions and concerns**

- Parent question about climate in the school given the work to rule situation. Kelly reports that it is positive in the school, especially given the bigger picture of work to rule (extends way beyond local level). All staff seem to be hoping it will end. WRDSB has been very supportive to administrators given that administrators have extra workload.
- Jen Murray reported an opportunity to do some fundraising for Waterloo Region schools who are high-needs/who do not have Parent Councils/opportunity to fundraise. In the past we have donated \$500 to Queen Elizabeth school.

### **10) Next meeting (November 11th)**

Steph Hector made a motion to adjourn the meeting at 8:20pm - 2nd by Erica Hind

Adjournment