

Empire School
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S uccess O wnership A ttitude R espect



Empire School Council Agenda
November 9, 2016. 7:00 PM

Present: Amy B, Lindsay B, Todd S, Joe, Justin F, Andrea, Rachel T, Jess G, Beth A, Karen Moore, Louise, Peter P

Item	Notes	Action item
1. Welcome		
2. Approval of October minutes	<ul style="list-style-type: none"> ● Lindsay will use the September meeting agenda email list to distribute the minutes after meeting, all to contribute their edits by email ● Amy and Beth approved the minutes 	
3. Front natural area - proposed changes (Todd Scheidel)	<ul style="list-style-type: none"> ● Council had initially paid for the naturalized area in front of the library and maintenance ● Kindergarten team uses the space currently, but not how they'd like to <ul style="list-style-type: none"> ○ Waterloo Horticultural Society (WHS) has an engagement program and came here to look at the space ○ They would like to design a new space and liaise with nurseries to get. Already they suggest moving a bunch of weeds ○ Ideas: planter boxes (steel feed bins) which could be used for plantings and also for play ○ Kindergarten team will clean up the surface of the garden on Monday and on the recommendation of the WHS would like to hire a contractor to clean up roots with machinery ● Reminder of the crab apple and flowering plants for bees ● Motion (Rachel): for council to sponsor the partnership of Kindergarten and WHS, placeholder for \$500 this year and create an ongoing budget line for future councils - APPROVED <ul style="list-style-type: none"> ○ Todd will go away and get some costs and let us know if budget is sufficient 	<ul style="list-style-type: none"> ● Karen to check in with facilities (Rob Sealy) to see if we can bring something in ● All - let Karen/Todd know any connections with landscapers who have students in the school

<p>4. Finance Report</p>	<p>a) Review 2016/2017 budget</p> <ul style="list-style-type: none"> ● Rachel provided two documents <ul style="list-style-type: none"> ○ 2015/2016 Budget Summary - Rachel audited this and realized that there were some items missing that hadn't been included. All but two items was tracked down (one missing commission cheque from Boston Pizza), \$500 Parent Engagement Grant - Mrs Hart is trying to sort these out. Note from year end celebration - expected commissions from food trucks should be more clear (so we know what receivables are expected). Two items that we committed to have not yet come out of the account (Chromebooks boxes \$4000 and home reading donation \$1000). The review of 2015/2016 budgets was used to develop this year's school budget. ○ 2016/2017 Budget - Rachel reviewed the 2016/2017 budget by line. Document includes notes to explain assumptions. Additions to the budget beyond items carried over from 2015/2016: new playground maintenance line (\$1000), Sports Night (using the Parent Engagement Grant, \$500), Donation to a school in need (\$500), National Volunteer Appreciation Week (\$200), Admin Professionals Day (\$100), photocopying (\$250) ○ All agreed that \$3000 as a float in the Council account was reasonable ○ MOTION (Rachel): To approve the budget, all approved 	
<p>5. Events/ Fundraising</p>	<p>a) Confirmed event dates (see also Events Calendar, last page) sports night (Jan 26); year end celebration (June 14), move school council meeting to June 21</p> <p>b) Proposed Candy Drive (Louise) - looked into some options for donating Halloween Candy but decided against it, complicated</p> <p>c) Dining out (Justin) - Boston Pizza is November 30th (10% commission), Zoup (20% commission) we will plan for February (with skating at the outdoor rink as well)</p> <p>d) Fit Fest (Amy) - Sid Vanderpool will come and give motivational talks (for fee) and looking into Mandy Bujold. Paralympic basketball athletes (TBD). UW Athletes and mascots will come as well (free) Kitchener Rangers mascot is coming too (free). Amy has requested donations from the Maple Leafs, Blue Jays (TBD), the YMCA will donate someone to teach Zumba and Yoga classes (free), Just Dance wii to play in a classroom. Shannon Hill to run a trivia activity in one classroom.</p>	<ul style="list-style-type: none"> ● Fundraising team - be clear on what food truck commissions are expected after event, share with Treasurer ● Karen will check the plan for the May 5 PD Day (to ensure that all staff are here to eat lunch together)

	<p>Passport for students to try many activities and then use as a ballot depending on merchandise available (could use some as Silent Auction items). Look into Laurier Multi-Sport camps and KW Gymnastics outreach. Canned good entry.</p> <p>e) Year end celebration – deferred</p> <p>f) ESQ Science Night (Amy to book and liaise with Andrea re: book fair (same night))</p> <p>g) Kindergarten Info Night - deferred</p> <p>h) Holiday fundraiser (Louise/Karen)</p> <ul style="list-style-type: none"> ● Jess indicated that (indoor and outdoor) recess kits are needed, Karen Moore said that money can also go to technology ● Karen and Louise to lead <p>i) Volunteer Appreciation Day - April 20 - deferred</p>	
<p>6. Playground maintenance</p>	<ul style="list-style-type: none"> ● Karen Madsen confirmed that Earthscapes has a maintenance schedule that is required to keep our warranty ● There was supposed to be a tree that didn't make it through the summer but all look very good 	<p>Karen & Karen to bring back info for next meeting</p>
<p>7. Communications</p>	<p>a) Facebook - deferred</p> <ul style="list-style-type: none"> ● School Board staff (Lindsay Sloopix and Kylie Pentacost) will come and help set it up ● Looking for volunteer to administer this (multiple volunteers) 	
<p>8. Principal/VP reports</p>	<ul style="list-style-type: none"> ● Kelly Wilkinson is on sick leave (returning in January and is doing well), Mrs Butler was covering her had a family emergency and is no longer able to cover. Mr Parliament will be interim principal until Christmas. ● All hiring is complete for the year ● Progress reports come home on Monday November 14th, Parent Teacher Interviews on Friday 18th (afternoon) 	

	<ul style="list-style-type: none"> • Shoebox project - beginning November 10th grade 6 students leading, asking kids from all classes for donations to a women's shelters • Mr Petit's class is going to go to the FoodBank • Remembrance Day ceremony on Friday 	
9. Parent questions and concerns	<ul style="list-style-type: none"> • None 	
Next meeting	December 14 - focus on core issues	

School Event Calendar

November	18 - PD Day / Parent-Teacher Interview 30 - Boston Pizza Social Night
December	8 - Math Night 14 - Parent Council Meeting
January	26 - Sports Night 27 - PD Day
February	?? - Zoup Social Night / Skating
March	10 - Move A Thon
April	4,5,6 - Book Fair 6 - ESQ Night 7 - PD Day 20 - National Volunteer Day
May	5 - PD Day / Teacher Appreciation Day
June	2 - PD Day 14 - Year End Fun Fair 21 - School Council Meeting

