



**Empire School**  
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**S uccess O wnership A ttitude R espect**

## **Empire School Council Minutes**

### **February 7, 2018. 7:00 PM**

**Attended:** Micheline, Rachel, Shelley, Justin, Karen, Liz, Jessica, Krista, Rochelle, Trisha, Andrea

**Regrets:** Paul

**Guest Speakers:** Jen Love, Jess Slose

Stephanie Hector has resigned from the school council.

#### **1) Welcome and Introductions**

#### **2) One Book One School – Jen Love**

Jen Love discussed briefly the one book one school event.

One book one school is a school wide book club. The club is organized by Empire PS parent volunteers. In the past, school council has provided funds for them to bring in guest speakers related to the book. This year, they will be doing The Incredible Journey (it's the 100th anniversary of the book).

**Council agreed to provide one book one school \$500** which provides 3 gatherings at school during second nutrition break to discuss and learn about the book. Anyone can attend from grade 1-6. The activities include things like mapping out the dog's adventure and a visit from animal welfare.

#### **3) Empire Skating Program - Jess Sloss**

About 3 to 5 years ago the Empire skating program was cancelled due to the school board being required to have all skaters wear Certified helmets. Prior to this students had the opportunity to go on skating trips every second year. One of our current parents (Jess Sloss) has been working on bringing skating back to Empire by collecting gently used skates and helmets to ensure that all students would be able to participate in skating opportunities. She has asked if school council could provide \$500 towards the purchase of additional skates and helmets.

Jen has found an ice rink called Joe Voisin that is only 10 minutes from the school. Jess has offered to help clear the ice when the classes are scheduled to go. Currently we have about 20 pairs of skates in size 6 and a few helmets. We will request gently used certified helmets and skates from the parent body and see if we can increase our back up collection for the kids that don't have skates or helmets of their own.

We currently have 2 classes interested in going skating. They are looking into how many more skates and helmets in the proper sizes we will need to accommodate these two classes to ensure

everyone gets to go (children with their own skates and helmets will bring their own). **The board agreed to provide funds UP TO \$500 to equip these 2 SPECIFIC classes THIS YEAR.** The hope would be that we can continue to build a large variety of skates and helmets over the years so that many classes/grades are able to go skating in the future.

### **Motion to Approve Rachel, 2<sup>nd</sup> Rochelle**

4) **Approval of November Minutes** – November minutes approved with Justin’s edits

5) **Principal / Vice-principal Reports**

- Gr 5/6 Chicopee Ski trip- Feb 1 - lots of fun!
- January-Mindfulness Trait
- Term 2 began Feb 5
- Reports Go Home Feb 16
- Family Day - Feb 19

### **Ongoing**

- Clubs- Yoga for Juniors on Mondays, Girls Club, Boys Club, Craft Club for primary started today, PALs for primary in gym, basketball is ongoing
- Kodaly
- Choir- performance is in May
- Feb-Hope/Optimism - character trait
- Nutrition For Life is going well on our end- thank you!
- School Day adoption at Empire - 77% adoption rate
- Saves paper, is translatable,
- reaches lots of parents
- Olympic Day- Feb 23- Gr 1-6
- Kindie mixer on same day
- March 9- Beach Da

6) **Finance**

### **Budget adjustments**

#### **One Book One School**

The November budget already included \$500 for this project, as that is what it has cost in the past.

#### **Skating Program**

Our November budget included \$250 for 'unexpected projects'. I propose that helping out the skating program is the type of project that this was reserved for.

#### **ESNS**

The lunch monies raised has come down, and as a result I have reduced the projected revenue from this project. Please read this section.

### **Unexpected Monies**

We already committed \$50 of unexpected monies to Mrs. Mackinnon's retirement gift. So only \$200 in this budget.

### **Year End Party**

**We will need some sort of sound system/DJ for the year end party. Last year it was donated by the School of Rock. Last year's tumble bus was 408.02. The DJ the year before was 408.64. So I think we need to budget \$900 still.**

### **Dinner out Nights**

The \$150 from Boston Pizza will need to be directed to tech because that was what the flyer said. The 2<sup>nd</sup> and 3<sup>rd</sup> dine out nights will go to other expenses.

### **Fit Fest**

We are under budget on the Fit Fest because of a \$250 donation secured.

### **Lovable Labels**

I have reduced the Lovable Labels commission because there were no new sales with the last flyer.

### **New costs from last meeting**

New commitments made at the November meeting have been added to the budget. Custodian recognition Day and Mrs. MacKinnon's retirement gift.

### **Tech fundraising**

We still do not know the totals from the Holiday Fundraiser. Mrs. Hart has followed up with WEFI.

Overall, in April we will have a better understanding of finances after the Moveathon and Book Fair. And I am hoping by March we will know the WEFI amount from December.

## **7) Events / Fundraising**

### **Move-a-Thon – Karen**

The moveathon often raises a large portion of school council funds. **The board agreed to fund the Spin Doctor DJ for \$750.** We will advertise that funds collected from the movathon will go to School council sponsored events. The soccer game with the teachers for the class that collected the most money is losing steam so, this year we will offer a pizza party to the winning classroom.

Shelley agreed to come in on the Friday before the March break to tally the money collected.

### **Coffee Fundraiser - Karen & Louise**

Baden Coffee Company (BCC) Fundraiser Update

- Coffee orders went out the week of Jan 16<sup>th</sup> with a two-week hard deadline turn around.
- BCC informed Louise the day after the order form went out that the form was incorrect as

BCC were not offering the 1lb bag of coffee.

- Request was made to the school to get this message out that the 1lb bag was not available.
- Coffee orders were returned on Jan 31.
- On Feb 1<sup>st</sup> Louise Finlay, Karen and Patrick Madsen confirmed orders and called individuals who ordered the 1lb coffee.
- A master order sheet was delivered to BCC on Feb 2.
- Feb 2<sup>nd</sup> BCC informed Louise that another coffee was not available.
- Feb 2<sup>nd</sup> Louise will check with the individual who ordered that coffee and they were very accommodating and changed their order.
- Feb 7<sup>th</sup> BCC informed Louise that hazelnut hot chocolate would not be available until the end of March – this too was a tentative date.
- Feb 7<sup>th</sup>, BCC informed Louise that the orders would be available to be picked up on Saturday Feb 10<sup>th</sup>.
- Feb 7<sup>th</sup> Louise made an executive decision to not wait for the hazelnut and provide an alternative.

### **Still to accomplish**

- Feb 10<sup>th</sup> Louise will pick up orders, sort and bag the orders for delivery to the school on Monday Feb 12<sup>th</sup>.
- Louise will connect with Mrs. Gilbert and Mr. Pettit to see if their classes would be willing to assist with the delivery of the coffee orders to the classrooms.
- It is important to note, not all the orders had student names on the list. There will be orders that we are not sure who they belong to.

### **ESNS**

Enrollment is down from the first term. ESNS has asked to reduce their deliveries down to one day a week rotating the different restaurant options week to week. Justin spoke with them and ESNS has agreed to continue service as is for the remainder of the year. They suggested we try to promote it to increase active users. Stephanie is no longer with school council so Shelley offered to take over the ESNS for Stephanie.

### **8) Parent Questions and Concerns**

We have decided to send out a request to current and former school council members to make a voluntary donation to Shannon and her family during their difficult time.

### **FYI**

#### **Book Fair**

Will be held the week of April 10-12. Thursday April 12 is the 12<sup>th</sup> Annual ESQ math and Science night. Friday April 13, is PD day.

**Volunteers are needed to help set up the book fair.** Krista will book the library for Monday April 9, after school for the set up of the book fair. A schedule of volunteer opportunities for the book fair will be posted on sign up genius.

**Council Moved to approve the samples and selection of spirit wear.** Justin will follow up with Janet to see when to go ahead with the spirit wear. Timelines??? Who will collect the

money and order forms? The spirit wear has colour so it would be helpful to have the order form in colour too.

The next dine out night is at Beertown Feb 20, 2018 5-9pm. Skating will not be promoted by the school due to liability issues. Those that choose to skate that evening on their own are welcome to do so at their own risk.

**9) Adjournment**

**Next Meeting: March 7, 2018 6:00 pm in the Empire School Library**