

**John Darling Public School
School Council Minutes
September 17, 2012**

In Attendance: Lori Williams, Jennifer Israel, Deanna Heer, Amy Knechtel-Shannon, Heather Quiring, Jessie White, Gillian McKenzie, Tanya Smith, Helen Byers, Sandra Schroder, Jennifer Fleet, Amanda Bourassa, Janice Mitchell, Mandy Dahmer, Susie Gutri, Jackie Teixeira, Amanda Pope, Kim Schmidt, Danielle Morales, Jen Hulett, Marti-Anne Hachey, Marnie Wuensch

Regrets: Colleen Brandes

Getting Started: Susie Gutri

- Introductions were made of all at the table.
- The agenda was approved with the addition of “Home Reading” in “Other Business”.
- Council minutes from June 11, 2012 were approved. Motion: Helen Byers
Second: Lori Williams Motion Approved
- The JDPS school council constitution was reviewed. Highlights included: maximum of 20 voting members, every voting member must be on a committee, quorum (50+1) must be met to pass decisions.

Overview of Executive Positions

Chair/Co-Chair: Janice Mitchell and Susie Gutri reviewed the duties of the chair position including leadership of council meetings and compiling the agenda. This has often been a shared position.

Secretary: Marnie Wuensch reviewed the duties of the secretary including compiling the list of members and contact information, documenting and publishing of the council meeting minutes and providing the school secretary with a summation of council meetings to add to the school website.

Treasurer: Sandra Schroder reviewed the duties of the treasurer including all issuing of cheques, banking, deposits, updating accounts, working with the principal, Darlingfest chair and Fundraising chair to keep track of all monies plus filing reports to the school and WRDSB.

Community Members: Susie Gutri reviewed the status of a community member being someone from the community who has an interest in the school and events who does not have a child who attends the school.

- The opportunity to nominate for these positions was presented. As there were no names brought forward and the people holding these positions, with the exception of Janice Mitchell who stepped down from her co-chair position, were willing to continue in these positions the 2012-2013 Executive Committee is as follows:
Chair: Susie Gutri (the co-chair position remains open)
Treasurer: Sandra Schroder
Secretary: Marnie Wuensch
Community Members: unfilled

Fundraising Committee: Jennifer Israel

- Jennifer presented an overview of the fundraisers, money made last year and what the money was spent on. She also presented an overview of the purpose of the fundraising committee which included sourcing fundraising ideas and bringing a short list to council. This committee also distributes product and collects monies.
- Jennifer is moving before the next council meeting and is therefore withdrawing from the fundraising chair position. Ideally this position needs to be filled ASAP.
- The fall fundraising campaign will run from October 1-15. Treasure Books and Dealman catalogues will be presented. Poinsettias will again be sold for Christmas. A possible spring fundraiser would be flower bulbs.
- As Jennifer agreed to write the fundraising blurb for the school newsletter, she requested a decision be made tonight regarding the purpose of the fall fundraiser.
- To complete the fall fundraiser, Jennifer suggested one person take on Treasure Books, on the catalogue. The members of last year's fundraising committee voiced they would continue to help out in this role for this fundraiser.

Rink Committee: Amanda Pope

- Amanda explained that an ice rink is installed on the tarmac near the portable annually. Volunteers are required for shoveling and flooding of the ice surface nightly. This usually takes 30-45 minutes. High school students requiring volunteer hours are eligible.

WRAPSC: Marti-Anne Hachey

- Marti-Anne explained that WRAPSC is the Waterloo Region Assembly of Public School Councils who meet in the Forest Height SS library. The meetings provide an opportunity for members of all WRDSB school councils to come together and discuss what is going on in their schools and to hear reports from WRDSB members and guest speakers.

Darlingfest Committee: Helen Byers

- Helen explained that Darlingfest is the annual JDPS year-end family fun fair. The Darlingfest committee begins to meet in January, usually in the library one hour

prior to the school council meeting. Helen expressed she would be willing to co-chair this committee.

Upon completion of the summaries of the committees, Susie handed out a document for meeting attendees to fill in, indicating their top three choices of committee preferences. She also introduced two newly minted committees: **Grant Research & Application Committee** (a committee to search out and apply for grants available to council) and **Technology & Research Committee** (a committee to research technology used in schools, how it works, costs and applications).

Principal's Report: Gillian McKenzie

- Gillian expressed her pleasure at being at JDPS as principal.
- An issue of importance was a clear end-time to the JDPS council meetings.
- Deanna Heer volunteered to be the JDPS teacher representative. The opportunity to be a staff representative is available to all staff and support staff.
- Marion Shantz is the head secretary on staff while Maria Simmonds is on leave.
- The Parent Reaching Out Grant was approved. The intent of this grant was to be used towards the cost of planners. Mrs. Bidinosti has expressed that planners have not been a practical tool for her JK/SK class. She presented that there would be value for her students if planner monies were rerouted to “snuggle-up books”.
- The third Monday of the month has been set for JDPS school council meetings with the exception of October 22. There are no meetings in December and March. Helen volunteered to check with Westheights as to what dates their meetings are scheduled as their council meeting was tonight as well.
- A P. D. Day is scheduled for September 21. EQAO results will be discussed and areas of strength, need, trends will be reviewed. The school success plan will be reviewed, compared against the EQAO data and with the WRDSB mission. EQAO results will be presented at the next council meeting. Progress report cards will be looked at as well as mandatory health and safety training, including WHIMIS, anaphylaxis and violence/harassment in the workplace.
- The current number of students at JDPS is 272.
- Mr. Siegfried's grade 4 class will be coming inside the school from the portable and residing in B4. Mme Harrison will teach French and music in the portable.

Other Business

Home Reading: Jackie Teixeira

- The Home Reading Program was reviewed by Susie Gutri.
- Jackie presented council with a need for monies to purchase stickers, prizes, covering of sticker sheets and \$5 Scholastic gift certificates. This money is needed before the second week of October to stock the reading room.
- Marti-Anne suggested there was a need for more chapter books for boys.

Spending Plan

- Discussion regarding what to spend the fall fundraising monies on included: bus trips (local and distance costs, including in permission forms that the busing was subsidized/funded by council, feedback of where classed went via council bus funding), Scientists in the School (hands-on workshops benefiting all students including JK/SK, cost was over \$2 000.00 last year), chess lessons (grade 1-6 learn to play chess over a 2 month time period, Mrs. Edwards has indicated she is interested in beginning in November, cost was \$3 190.00 last year).
- Last year's fall fundraiser and poinsettia fundraiser profited \$8 042.00.
- Amanda Pope noted that there are 2 shrubs and a tree that the Greening Committee planted which have died. There is only \$28.00 remaining in the Greening fund. Janice will look into whether there was a guarantee on the tree. Maintenance and removal of dead trees is a responsibility of the Greening Committee. This item is to be added to the October agenda.
- A motion was made that the fall fundraising monies be used for: funding one local bus per class, books and prizes for the Home Reading program, Scientists in the School and chess lessons. Motion: Lori Williams Second: Kim Schmidt Motion Approved
- Helen has requested feedback regarding what specifically Mrs. McNaughton purchased with the monies designated to the music program.
- Helen also asked council members to come back to the table with ideas for what to spend the 2012 Darlingfest profit on. It must be technology as this was what the money was ear-marked for.

Meeting Adjourned 8:32 p.m.

Treasurer's Report: Sandra Schroder

- \$7 157.23 Closing Balance August 31, 2012
- - 20.00 Chq 359 refund not cashed
- - 22.60 Chq 400 book for Mr. Burgess not cashed
- - 82.99 Chq 3 music Mrs. McNaughton not cashed
- - 28.14 Greening commitment
- - 1 207.45 Fall fundraiser (carry to fall)
- - 1 389.37 Darlingfest
- \$4 406.68 (plus budget for Darlingfest)