April Council Meeting Minutes

Wednesday, April 11, 2018

6:30 PM

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| **Meeting name:** | School Council Meeting |
| **Meeting purpose:** | School Council is a group of parents, school and community members who are committed to working together to support their local school. School Councils typically deal with agenda items such as the following:  •development of bylaws and procedures for the school council  •code of conduct and safety initiatives for students  •fundraising policy and programs, etc. |
| **Meeting date & time:** | April 11, 2018 at 6:30pm |
| **Location details:** | Sandhills Library |
| **Meeting Chair:** | Sandra Ward |
| **Minute Taker:** | Cheryl Rampersaud |

**AGENDA**

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| **Item #** | **Time** | **Agenda Item** | **Owner** |
| 1 | 5 mins | Review Minutes from last meeting | All |
| 2 | 15 mins | School Update | Nancy/Tom |
| 3 | 5 mins | Financial Update | Rob W. |
| 4 | 35 mins | Sub-Committee Updates   * Pro Grant * Parent Engagement - Resilience Event * Fundraising   + Cobbs Bread   + Update on chocolate bar sales   + Dielemens   + E-waste and clothing drive * Fun Fair * 2018/2019 School Year Sub-Committee Planning | Various |

**----------------------------------MEETING MINUTES------------------------------------------**

**Participants**

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| Cheryl R. | Sandra W. | Nadina D. | Tom E. |
| Kim F. | Rob W. | Kerri P. | Jan M. |

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| **Agenda Item (capture highlights)** |  |
| **Item #1**  **Review Minutes from last meeting** | Approval of Minutes |
| I**tem #2**  **School Update** | * Team Photo Day tomorrow, April 12th. Looking for adults who can help supervise and call groups down while Life Touch takes photos. * EQAO – May 22nd to June 4th is the window. Week of 22nd will be grade 6s and week of 28th will be grade 3s. * LTO teachers/LOA teachers – staff starting to learn assignments for next year; different rounds of postings will follow. * P.D. Day on Fri April 13th – looking at math goals, school improvement plan, focus on “At Risk” students (help them be successful/intervention), conditions for learning (problem solving and education) * Earth Week coming up – daily events planned (**Mon** will be wear blue/green, **Tues** is yard clean up, **Wed** is walk to school, **Thurs** is turn off lights, **Fri** is using reusable containers). Tied in will be another push for walk to school – Colleen who is the Walking School Bus Coordinator will set up “earn a leaf” activity by walking to school, goal is to make it a “full tree.” The tree will be prominently displayed for Arts Night. * Arts Night scheduled on April 26th in the gym – no need for council assistance. |
| I**tem #3**  **Financial Update** | * + Chocolate sales – final profit $9,797.67   + Balance now matches $9,043.64 in account |
| I**tem #4**  **Sub-Committee Updates**  **Pro Grant** | * + Looking for a volunteer to write a [PRO Grant](http://www.edu.gov.on.ca/eng/parents/reaching.HTML) request (Parents Reaching Out)   + Dollars are provided by Ontario Ministry of Education   + Intent is to identify barriers to parent engagement within the community and to find local solutions to involve more parents in the support of student achievement, human rights and well-being.   + Deadline to submit applications is June 5, 2018   + Project guidelines/terms and conditions must be reviewed   + Layout goals of project, budget, need to have a clear proposal that you need to stick to. Need to commit to running the event itself – wellness theme/educational component.   + Suggestion to poll staff and parents for a needs assessment; are there specific gaps that can be identified – i.e.nutrition, math, inclusion, financial planning, etc. |
| **Parent Engagement** | * + Dr. Jenn Forristal event running 6:30-8:00pm on April 12th   + Theme– “Building Resiliency in Kids” will be a 45 min talk; there will be a tie-in with Walking School Bus/Parking Safety   + So far the numbers are 38 parents and 39 children – kids in the library and parents in the gym   + Kerri to pick up snacks/coffee |
| **Fundraising** | * + Cobs Bread – Steph shared information with the group * Program a distinct number specifically for Sandhills PS; educate families * Encourage purchases from bakery and say “I’m with Sandhills” – pay as normal; total of sale gets credited to the school – payout twice per year or once at the beginning of June in order to allocate funds for the following school year (10% of sale). The “Dough-raiser” – printed pamphlet is available from Cobbs’ head office which Steph will share. * Next Steps: designated number for SHPS will be set up; applicable to Ira Needles location and intended for school community only. * Dielemens * Goal is to submit by Fri * $1,114.00 in cash sales and online sales is $3,436.00 – school receives 50% of the sales made * Ontario Electronic Stewardship   **E-waste**   * Place bins at back end of parking lot * Communicate importance of wiping their data before depositing e-waste items * Nadina will ask OES to define what qualifies as e-waste * receive $185 per tonne   **Soft Goods**   * Examples: Towels/bedsheets   Other Fundraising Ideas to consider:   * Mabel’s Labels * 20% of sales come back to the school * When placing orders, select “Sandhills” * Promote during Kindergarten Info Night on May 3rd * Chapters * Book one evening, council members sit at a table for a couple hours * Have Sunny come out, suggest having choir perform * Doesn’t cost us anything * Help to generate sales |
| **Fun Fair** | * + Date for event is scheduled on Tues June 12th   + We are within budget; will seek out sponsorship/donation from OTIP   + A&A Paving willing to sponsor petting zoo – Touchstone petting zoo has been booked   + Kiddie Rides – 10% deposit required; weather policy in place where a rescheduled date can be negotiated in the event of inclement weather   + Stemlab Robotics - Pablo M. – $150   + Critter Junction – 2 hr display show – interaction with different critters   + Professional Face Painter - $75 per hour fee; number system to alleviate lineups; Curry’s art store would give discount if high school students do face painting   + Sweet Temptations Food Truck – offer gourmet cupcakes and ice cream   + Need to buy popcorn kernels and bags for popcorn $50   + Tickets for rides $50   + Hamburgers/Hotdogs – pre-orders would need to be rec’d 3 weeks in advance and then order 10% or 15% extra for people to purchase.   + Sky Zone, Laser Quest, Big Splash to raffle prizes   + Will still ask staff if they’d like to still put together baskets   + Teachers to let Tracy know what station they’d like to run and then will let Kerri know   + Fire Dept will attend   + Kitchener Baseball Association won’t be able to park in the school lot that night |
| **2018/2019 School Year Planning** | * + Sandra and Jan to work on long-term planning |
| Next Meeting Scheduled for: | May 9, 2018 |

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|  | **Action Item** | **Owner** | **Date Raised** | **Due Date** | **Comments** | **Status** |
|  | **Fun Fair/Community Engagement:**     * Kim has put together a letter to be presented to the staff to see if there will be buy-in for mutual engagement between teachers and parents at a spring fun fair * Budget details/ideas to be prepared and shared with council * Kerri to send “Fun Fair Donation Request” letter to council members for distribution. | Kim/Kerri/Nancy | Nov 2017 |  | - Looking for donations of cash or swag from small businesses/companies in the community.  - Tom/Nancy to confirm if staff would still like to put together raffle baskets with class and which stations they’d like to run. | Open         Open               Complete |
|  | **Pro Grant Request** | Sandra | April 11 | June 5 | Sandra will approach parent who may have interest in writing up the application. | Open |