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.
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| I**tem #3****Financial Update** | * + Chocolate sales – final profit $9,797.67
	+ Balance now matches $9,043.64 in account
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| 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.
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| **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
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| **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
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| **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
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| **2018/2019 School Year Planning** | * + Sandra and Jan to work on long-term planning
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| 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 |