



Meeting Agenda		
Meeting Co-Chair: Sara van Kolfshoten and Jen Fraser	Date	Time
Meeting Scribe: Stephanie Tavitian-Guthrie	<b>Wednesday, Oct 11, 2017</b>	6:30 to 8pm
	Location:Library	

In attendance	Parent/Staff	Council (Y/N)
Jen Fraser	Parent	Y
Sara van Kolfshoten	Parent	Y
Stephanie Tavitian-Guthrie	Parent	Y
Meaghan Kellett	Parent	N
Dawn Larmon	Parent	N
Robyn Blanchet	Parent	Y
Carol Clemens	Parent	Y
Jody Zurbrigg	Parent	N
Laura-Lea Vogel	Parent	Y
Grajina Gila Petel	Parent	Y
Tara Sutton	Parent	Y
Sonia Kadela	Staff	Principal
Carol Timpano	Staff	Vice-Principal
Jeff Dunlop	Staff	Teacher Rep

Agenda Items			
#	Subject	Owner	Time Allotted
1	Welcome	Sara van Kolfshoten Jen Fraser	
2	Review Council minutes from May 31, 2017	Sara van Kolfshoten	
3	Principal Teacher report	Ms Kadela, Mrs Timpano Mr Dunlop	
4	Council Projects for 2017	Sara van Kolfshoten	
5	Grade 8 fundraising	Tara Sutton	
6	New Business	Sara van Kolfshoten	



Meeting Minutes	
Meeting Summary	
Agenda Item	Description
1	<p>Welcome</p> <ul style="list-style-type: none"> <li>• Co-chair provide thanks to both council member and volunteers for successful Pizza Q</li> <li>• Welcome to all in attendance</li> </ul>
2	<p>Review council minutes from May 31, 2017</p> <ul style="list-style-type: none"> <li>• Reviewed and adopted</li> <li>• Motioned by Carol Clemens and seconded by Dawn Larmon</li> </ul>
3	<p>Principal/Teacher report</p> <ul style="list-style-type: none"> <li>• Successful Terry Fox event which included new school picture – to be posted in main school hallway, twitter and school website</li> <li>• Number of field trips already completed over the first 6 weeks of the school including Grade 1 to 6 Elmvale Fall Fair. Great community experience for the school and ongoing commitment to participate</li> <li>• Open house and meet the teachers was well received</li> <li>• School Student Leadership – interviews completed, all provided roles and those indicating interest now are aligned to groups that require additional support</li> <li>• EQAO result: <ul style="list-style-type: none"> <li>○ Ms Kadela reviewed results that can be located on the EQAO site in full</li> <li>○ Key areas highlighted: <ul style="list-style-type: none"> <li>Above board and province average for Reading, Writing, and Math in all categories; Math focus is seeing results</li> <li>▪ Reviewed comparable of current grade 6 and their grade 3 results including behaviours and attitudes</li> <li>▪ Staff will spend time assessing next steps as part of PA day</li> </ul> </li> </ul> </li> <li>• Pro-grant – granted \$1,000 for engaging families in STEAM <ul style="list-style-type: none"> <li>○ Focus on parent and student leadership of event to engage community</li> <li>○ <b>ACTION:</b> form committee to spearhead the evening scheduled April 4, 2018</li> <li>○ <b>Jody Zurbrigg and Laura-Lea Vogel to lead</b></li> <li>○ Mr Dunlop interested in participating as part of the committee</li> </ul> </li> <li>• Review of year-end financial statements <ul style="list-style-type: none"> <li>○ Council funded a number of school items such as: <ul style="list-style-type: none"> <li>▪ Basketball nets, curtains for stage replaced, screen for stage</li> <li>▪ Tech: chrome books set for each junior classroom, 5 document cameras</li> <li>▪ Transforming learning spaces</li> <li>▪ Agendas and a number of other key items</li> <li>▪ \$20/per student funded by council which is a great contribution to the school</li> <li>▪ Recommend focus on primary literacy through purchase of books to send home as well as painting the tarmac with outdoor games. Also continuing to</li> </ul> </li> </ul> </li> </ul>



	focus on tech support.																								
4	<ul style="list-style-type: none"> <li>● Pizza Q – great work and appreciation of parent support. Recommend shortening to either 30 or 45 min next year</li> <li>● Lunch orders: <table border="1" data-bbox="451 428 1393 619" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: left;">Day</th> <th style="text-align: left;">Company</th> <th style="text-align: left;">Cost</th> <th style="text-align: left;">Comment</th> </tr> </thead> <tbody> <tr> <td>Monday</td> <td>Mucho Burrito</td> <td>\$5.00</td> <td>Existing</td> </tr> <tr> <td>Tuesday</td> <td>Twisted Indian</td> <td>\$5.00</td> <td>New</td> </tr> <tr> <td>Wednesday</td> <td>Little Caesar's</td> <td>\$1.75</td> <td>Existing</td> </tr> <tr> <td>Thursday</td> <td>Smoothies</td> <td>\$3.50</td> <td>Pilot November and December with review in January</td> </tr> <tr> <td>Friday</td> <td>Pita pit</td> <td>\$4.75</td> <td>Existing</td> </tr> </tbody> </table> <ul style="list-style-type: none"> <li>● <b>Vote</b> to lunch order menu – Approved by unanimous vote</li> <li>● <b>ACTION</b> – review cost of menu in January with potential minimum wage increase impacts Discussed piloting Fresh juice in January following more details</li> <li>● Milk Program – 50% YOY decline in participation <ul style="list-style-type: none"> <li>○ Consider replacing milk with juice</li> <li>○ Learning centre kids can still help to distribute</li> <li>○ Discuss at next council meeting with more details and logistics</li> <li>○ <b>Vote</b> on the cancellation of Milk program – Approved by majority of council</li> </ul> </li> <li>● Fundraising 2017-2018 <ul style="list-style-type: none"> <li>○ Colts tickets – sold 80 to date and targeting 100</li> <li>○ QSP – distributed and launched</li> <li>○ Snow valley coupon books <ul style="list-style-type: none"> <li>▪ Online and manual processing</li> <li>▪ Sales proceeds are positive for the school</li> <li>▪ <b>Carol Clemens to lead</b></li> <li>▪ <b>ACTION:</b> Review process from previous owned parent (Tara) as it will start in the coming month</li> </ul> </li> <li>○ Big box cards <ul style="list-style-type: none"> <li>▪ Great opportunity to generate funds for the school</li> <li>▪ Agreement to proceed with fundraiser pending logistic details as program does require more processes to manage</li> <li>▪ <b>ACTION:</b> Laura Lee to follow up with vendor to get more background on logistics</li> </ul> </li> <li>○ Bradford greenhouse – runs April to October <ul style="list-style-type: none"> <li>▪ Unclear as to whether or not School was not on their list</li> <li>▪ <b>ACTION:</b> Ensure letter provided to Bradford greenhouse to ensure the school is part of the fundraiser</li> </ul> </li> <li>○ Poinsetta program <ul style="list-style-type: none"> <li>▪ Bradford greenhouse has a “gift card” program that would be simpler to manager</li> <li>▪ Agreement to investigate quickly as decision required quickly to participate this year</li> <li>▪ <b>ACTION:</b> Jen Fraser to reach out Bradford greenhouse to get more information asap</li> <li>▪ Stephanie Tavitian-Guthrie volunteered to assist as needed with program</li> </ul> </li> <li>○ Bike Rodeo <ul style="list-style-type: none"> <li>▪ Scheduled June 6<sup>th</sup></li> <li>▪ Carol Clemens to lead</li> </ul> </li> </ul> </li> </ul> </li> </ul>	Day	Company	Cost	Comment	Monday	Mucho Burrito	\$5.00	Existing	Tuesday	Twisted Indian	\$5.00	New	Wednesday	Little Caesar's	\$1.75	Existing	Thursday	Smoothies	\$3.50	Pilot November and December with review in January	Friday	Pita pit	\$4.75	Existing
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	<ul style="list-style-type: none"> <li>▪ <b>ACTION:</b> Confirm who will provide food Chevy or ourselves. Carol to investigate and review at next council meeting</li> </ul>
5	<p>Grade 8 fundraising review:</p> <ul style="list-style-type: none"> <li>• 3 confirmed requests for approval and received by council               <ul style="list-style-type: none"> <li>○ Auction – December 13<sup>th</sup> Merry Mustangs</li> <li>○ Bake Sales – 4 times</li> <li>○ Popcorn – start shortly – every week at first break on Thursday</li> </ul> </li> <li>• 4 more request still under review by grade 8 council               <ul style="list-style-type: none"> <li>○ Chocolates sales by grade 8 only</li> <li>○ Photographer – confirmed can't be a parent or student as it's a conflict of interest</li> <li>○ Dance</li> <li>○ Little Caesar's pizza kits</li> </ul> </li> </ul>
6	New business – none discussed

Action or Vote	Item Description / Update	Lead
Action	Form committee to spearhead the evening scheduled April 4, 2018	Jody Zurbrigg Laura-Lea Vogel
Action	Review cost of menu in January with potential minimum wage increase impacts	Council
Action	Review process from previous owned parent (Tara) as it will start in the coming month	Carol Clemens
Action	Laura Lee to follow up with vendor to get more background on logistics	Laura-Lee Vogel
Action	Reach out Bradford greenhouse to get more information asap	Jen Fraser
Action	Confirm who will provide food Chevy or ourselves. Carol to investigate and review at next council meeting	Carol Clemens
Vote	Review council minutes from May 31, 2017	Motioned by Carol Clemens and seconded by Dawn Larmon
Vote	Lunch order menu as above	Approved by unanimous vote
Vote	Cancellation of Milk program	Approved by majority of council