

Dundana School Council Meeting Minutes – DRAFT FOR APPROVAL

Wednesday November 2nd, 2016.

Attendance:

Mike Belmore, Sarah Brown, Simon Carroll (VM), Magda Garda (VM), Matthew Gibson, Erin Harrison (Teacher Rep.), Christy Hawley (Teacher Rep.), Michelle Joyner (VM), Kristi Keery-Bishop (Principal), Sarah Lampson (VM), Lesley McDonell, Adrienne Osfolk (Chair), Gillian Peterson (Treasurer), Catherine Roberts (VM), Alice Smith (Sec.), Linda Wojton (VM)
VM = Voting member

Regrets: Nina Cavey (VM), Lisa Reid (VM)

1. Welcome and Introductions

Meeting called to order by A. Osfolk at 6:37 p.m.

It was noted that the school bus drivers were appreciative of gifts.

2. Approval of September Minutes

A. Osfolk reviewed the minutes from the October meeting.

**MOTION: BIRT the minutes of the October meeting be adopted. A. Smith/S.Lampson
VOTE NOT TAKEN**

3. Fundraising

a. Fundraising Sub-Committee Report:

S. Brown contacted several greenhouses regarding poinsettia or winter greens fundraisers. She reviewed the costs of some of the products. There are several places that do poinsettias, however the profit margins are narrower and we need to purchase a minimum of \$1000 in order to get free delivery. Information about the winter greens was circulated for members to look at. **BIRT School Council will do a winter greens fundraiser. A. Osfolk/G. Peterson CARRIED UNANIMOUSLY.**

b. Fundraising Plan for HWDSB:

A. Osfolk submitted the fundraising plan to the HWDSB on October 31st. Fundraisers that were included: Terry Fox Run, School Spirit Wear, Pizza Sales, school community events, school council barbecue, school council product sales, donations received. Funds will go to technology, arts opportunities, health and well-being. The report will be sent to members with the November minutes.

c. Fundraising Sub-Committee Meeting Date:

M. Belmore will contact committee members to set a date for the meeting.

d. Plan B Organics Fundraiser:

A. Osfolk received information from Plan B Organics. The information was circulated for council members. **MOTION: BIRT School Council move forward with the Plan B fundraiser.
A. Smith/A. Osfolk CARRIED UNANIMOUSLY**

4. Principal's Report

a. Staffing Changes: There were a number of staffing changes in the last month due to a maternity leave and a resignation.

b. DPA Running Club: McMaster students running a DPA running club twice a week.

c. Mindful Mondays: part of well-being strategy for school; using Mind Up resource M. Gibson asked a question about "Mind-Up" – it is a brain-based program that has been vetted by the Board. Some classes are using it as a whole class; in other cases it is used on an individual basis. Explained by Mrs. Hawley: includes basic brain biology and breathing techniques. The k-2 document is free online as a pdf.

d. Right to Play: Representatives from McMaster to train grade 4 /5 student about how to be leaders within the school

e. School-led fundraisers: Student led fundraisers go through a process that allows students to learn from the process and the proceeds are given to charity. Bake sale on Halloween raised \$300 for UNICEF. Spirit Wear is being done by the phys-ed department. Board consultant came in and said that there were a lot of materials/equipment that need to go and new equipment needs to be purchased. This is going to be a very expensive and it will be replace over time. S. Carroll asked a question about Umbrella's use of phys-ed equipment. Funds from rental goes to the school board, cooperation agreement allows child care to use facilities and resources for before and after school care. Broken equipment has to be replaced by the school.

f. Clothing Drive: gently used winter clothing is being collected for students at Lake Avenue School; has a high percentage of new Canadians and refugees that do not have appropriate clothes for winter.

g. Ward Information Night: K. Keery Bishop attended as there was no School Council representative available. Much of the discussion was around school closures and new buildings. This school will be part of a Dundas-wide ARC in 2018-2019, of the four schools in Dundas, three are considered in "poor" condition.

There will be at least one more ward meeting before the end of the school year.

Two-thirds of Dundana is FI; the Board ideal is no more than half should be FI. By 2025 all schools need to be accessible. To retrofit buildings will be very expensive. K. Keery Bishop suggested looking at the FI strategy on the Board website. K. Keery Bishop will be going to an FI administrator's meeting next week, first meeting this year.

h. Technology audit: K. Keery Bishop circulated a technology audit including purchasing priorities for this year. Equipment must be purchased through the Board, consequently costs are significantly higher than retail (this is due to servicing and warranty contracts). The school has already spent \$5000 on technology this year. Board does not provide funding for setting up new classes.

i. Lunch and Learn: held at lunch time; voluntary; offered by different resource people within the Board or within the school; only 5 days of release time for SIP provided this year.

5. Financial Report

G. Peterson provided an updated account ledger to council members.

S. Brown raised question regarding kindergarten planters being moved; K. Keery Bishop reported that trees will be trimmed and boxes will not be moved

K. Keery Bishop explained which fundraisers are council fundraisers and which are school run. Lunch Wizard has traditionally been a School Council fundraiser.

Discussion regarding cost of bussing for trips as this has traditionally been covered by School Council. Discussion about procedural handling of budget approval. Fundraising committee will meet in order to prepare a budget for School Council approval.

A. Osfolk suggested that the School Council contribution be tagged as funding for “trips” as opposed to “bussing” in order to align with our stated priorities.

6. Teacher’s Report

Staff wanted to know whether School Council will be continuing to fund bussing for School Trips. Issue to be addressed by fundraising committee.

7. French Immersion Advisory Committee Rep Report

Catherine Roberts is our FIAC member. C. Roberts said that the deadline for submissions to the Committee has passed although the Board is considering extending the timeline for submissions. One of the proposals is to move FI, but does not appear to affect Dundas at this time.

8. Communications Audit

The HWDSB is hosting a meeting for parents interested in providing feedback about the Board’s communications with parents. It will be on Tuesday November 8th at 6:30 at the Ed. Centre. If anyone is interested in attending they need to let K. Keery Bishop know as she needs to register parents for it.

9. Other Business

a. School Cash Online:

A. Smith raised concerns about the use of School Cash Online for items that apply only to selected students. The fee for the Track and Field meet was sent to all parents creating some confusion about which students were actually on the team. Several students showed up to the bus only to be sent back to class. **MOTION: *BIRT School Council recommend to staff that when creating School Cash Online items for activities that only apply to some students that the item be assigned only to those students in order to prevent confusing communication to parents and disappointment and embarrassment for students.* A. Smith/S. Carroll**
VOTE NOT TAKEN

b. Pizza Days:

S. Carroll asked a question regarding whether parents could choose specific days for ordering pizza as has been the practice in past years. It can be done, but it does create more work for the office administrator, but if parents would like that option we can do that. Also in previous years it was \$2 per slice and \$1 for each additional one. Pizzas are \$10 for 8 slices (\$1.25 per piece) so the second slice was sold at a loss.

c. Chocolate milk:

M. Belmore inquired as to whether there was a way to limit students from purchasing chocolate milk every day.

d. Playground space:

M. Garda brought up issue of playground space; discussion tabled until the next meeting.

e. SWO Council:

M. Gibson reported that the Board has changed their policy on digital devices in the classroom; each school now needs to formulate its own policy on this. SWO Council met with their Principal, to explain that there will be very strong opinions on this issue and that he will need to listen to parents. There will be a meeting in the new year.

f. Other potential sub committees

Discussion tabled until the next meeting.

Meeting Adjourned by A. Osfolk at 8:20 p.m.

Action Items Arising from the Minutes:

Action	Assigned to
Organize the winter greens fundraiser.	S. Brown
Create a sign-up list for helping with the distribution of winter greens.	S. Brown
Send the fundraising report to Council members with the November minutes.	A. Osfolk
Contact Plan B to begin fundraiser	A. Osfolk
Call and hold a meeting of the fundraising sub-committee; prepare a report for the November meeting	M. Belmore (Chair), L. Hunt, N. Cavey, S. Brown, S. Lampson, L. Reid.
Preparation of budget for 2016-17	Fundraising Committee; G. Petersen