

Holbrook School Council Meeting Minutes: November 14th, 2012

In Attendance: Jennifer Harwood, Heather Wilson, Ira Henderson, Wendy Workman, Cathie Lemmond, Marcia Yeo, Colleen Ball, Mike Palma, Sara Daniels

1. Welcome and Call to Order: 6:30pm
2. Approval of previous minutes: Heather requested Wendy Workman's name be added to attendees. Jennifer will do and resend. Heather motions to accept minutes included amendment, Marcia seconded. **Passed.**
3. Principal's Report
 - a. Curriculum
 - LLI – Levelled Literacy Instruction – used in small groups
 - Primary – LLI groups in place – “Class Act” for students that need extra support
 - Juniors – guided practise – literacy groups
 - Focus on “shared reading: - had consultant come in and present to staff and share resources
 - Math – Numeracy – building up Math Manipulatives – resources for “hands on” learning – inservices for grades 3 and 6 teachers – a new resource. This will eventually be rolled out to all grades
 - Science – would like \$300 for equipment – suggest that we share the cost, with \$150 from council funds and \$150 from school funds – this was not discussed or voted on at the meeting
 - Progress reports come home Tuesday, November 20th
 - Parent Teacher conferences – Thurs eve and Friday – an opportunity to review the strengths and “next steps” in the report
 - Grade 4 Canada Wide Achievement Assessment testing coming up – provides a baseline and screens for gifted students as well
 - b. Environment.
 - Hallowe'en parade – a wonderful sight, Cathie really enjoyed the experience
 - Remembrance Day assembly – quiet, respectful and meaningful
 - Bulldogs Game – loud! With lots of enthusiasm
 - Bus Safety Assembly – Thurs Nov 29th combined with Entertainment book prize assembly
 - The Peace Tree assembly on Dec 3rd in a.m – video presentation, showing celebration of different faiths. There will be a display in the front foyer, Madame is bringing in something from Diwali for example.
 - Scrooge – put on by Grds 5/6 classes on Dec 20th – time not confirmed
 - Lockdown – letter to parents going home. Handed out at meeting. Drills for this need to be done twice a year. Fire drills done 6 times a year. Cathie will visit each class afterwards to discuss any concerns students may have
 - Synrevoice – service that is available to some schools – message can be created that is then used to call each child's home. Cathie investigating possibility for our school, but it does cost money, so may not be available
 - c. Fundraising
 - Thank you for your support
 - Technology: SMART Board rover for downstairs, iPad mini's – this was not discussed during meeting

- Classroom libraries - \$ per class – this was not discussed during meeting
- d. Volunteers
 - Still needed for Reading Buddies and Nutrition program
 - e. 50th Anniversary
 - Proposed date of Saturday May 4th
 - \$14,500 approved for replacement of clocks, landscaping and cleaning up the path at the side of the school
4. Treasurer's Report
 - a.
 - \$8000 approx in council account
 - \$3225.00 sold in Entertainment Books – we have not yet received our final invoice to pay for books sold
 - \$2647.00 sold in magazines – we have paid our invoice
 - \$65.00 in spirit wear sold at Meet the Teacher night – profit
 - b. Confusion over accounting reports led to NSF cheque with company that provides our agendas. Marcia will work with Lori and Cathie to figure this out.
 5. Healthy Action Committee – Cathie suggested this at the last meeting so this can be reviewed separately from council. Ira, Colleen, Katherine and Linda will start work on this committee to review the items below. We were inspected twice, and need to add a thermometer to the fridge.
 - a. Healthy Snack: review program
 - b. Special Event Days: determine which days of the school year will be exempt from the Ontario Nutrition policy
 - c. Metro Green Apple School Program:
 - i. Develop a project to encourage students to adopt healthy eating habits that will have a positive impact in their home, school, or community
 - ii. Two \$1000 grants may be awarded during the school year
 - iii. Applications must be completed online by March 29, 2013
 6. 50th Anniversary Committee – Wendy, Mike, Sara, Heather, Jen, Marcia and Cathie, maybe Katherine. Heather will send out to those interested to plan our first meeting.
 7. Fundraising
 - a. Campbell's Labels: Holbrook benefiting from Barton Stone United Church's labels
 - i. Cathie requested Heather email her to request this goes in school newsletter
 - ii. We have received our first batch of labels from Barton Stone
 - b. TerraCycle Brigade: eligible item list can be found on school council website
 - i. We can cash out twice a year, in October and May, our first payment was \$130
 - c. Mabel's Labels: www.holbrook.mabel.ca
 - d. Kernels and TCBY: volunteer sign-up sheets in multi-purpose room
 - e. Pizza Fridays: volunteer sign-up sheets in multi-purpose room
 - f. MacMillans:
 - i. Order deadline Friday November 16th
 - ii. Delivery day Friday November 30th at 9:30am. Jamie, Ira, Michelle, her Mom and Jen will be there
 - g. Santa Pancake Breakfast:
 - i. December 13th, 8am - noon
 - ii. Santa is a volunteer from Jen's church, bringing his own costume

- iii. Volunteers needed – Mike, Jen, Wendy, Ira, Marcia, Steve, Angela?, Heather? - All are welcome who wish to help out.
- iv. Terry Whitehead provided \$250 for this event. Heather is going to look at having a card done up by students to thank him.
- h. Samko & Miko toy warehouse sale: November 29th to December 2nd
- i. How to spend fundraising dollars:
 - i. Possible categories: technology, literacy, angel fund, school fun days etc. – this was tabled to discuss at next meeting – bring your suggestions, may put a percentage of each dollar towards each category
- j. Montana's receipt program?
- k. McDonald's special food night?
- l. Family Day night? Mike bringing details to council and will discuss with Cathie as well

8. Other Business

- a. School council website: go to www.hwdsb.on.ca, click on 'schools' and select Holbrook, click 'website' then the school council tab
 - i. Heather will help Cathie with updating regular school website
- b. Indigo grant: applying for Metro Green Apple grant instead
- c. PRO Grant: apply for the 2013-2014 grant
- d. Movie Night? – school has license, Sara is going to gather info on this
- e. Lots of leaves and garbage outside the kindergarten area, can this be cleaned up?
- f. Terry Whitehead – had driveways to parking lots fixed – you will no longer bottom out.

9. Date of Next Meeting: Wednesday Jan 9th

10. Adjournment: 7:55pm