

Holbrook School Council Minutes: November 12th, 2015

In attendance: Barbara Chapman, Jim Pollock, Paula Masys-Pollock, Joanne Robar, Emilie Michaluk, Katherine Burch, Tim Keating, Cathie Lemmond, Ira Henderson and Mike Palma (chair)

- Welcome and call to order - **6:12**
- Approve the agenda
- Approve October 8th meeting minutes – **consensus**
(At this time there was a discussion about posting meeting minutes online and in school. Ira will show Joanne how to do this)

Added note: before the beginning of meetings noted agenda items Mike made an apology for late agenda as he was attending Chair training seminar the night before and wanted to include the relevant info from the course

- **Principal's Report**

Before principal report Cathie went over Norms of collaboration with group.

1. Curriculum:

- Progress Reports will be distributed December 11th
- Kindergarten observations happening
- Teacher Parent Interviews-November 26th or 27th-determined by the teacher (It was also noted should parents have concerns they are always welcomed to contact their Childs teacher for discussion)

2. Environment:

- Halloween Parade - great day for all - dancing in the gym was so much fun.
- Remembrance Day - Our students were so amazing
- Had a great parent turn out - wreaths taken to Idlewhyld (it was also brought to council to talk with Kindergarten teacher to see if the Kinder could attend the Assembly / moment of silence - Parents are welcomed to take their child to participate in ceremony should they wish.
- Positive school Climate-future planning-will be starting in January
- Allergies - Communications - sending home allergy reminders / using money from council to have information translated / using label in lunch bags when an allergy product has been sent.

3. Fundraising

- Use of funds? - talked about where they would like to see funds go. No strong direction as of yet.
- Cathy will pole the teachers as to what their classrooms require (Wish List)
- Council will revisit once they have the list form Cathy

4. **Volunteers**

- Nutrition program – gained another volunteer

Thank you Mike for fixing our iPads!!!!

Ira provided new treasury report

| Holbrook Financial Statement 08/1/2015 to 11/12/15 | | |
|---|---------------|-----------------|
| Council Opening Balance | | 3,618.54 |
| <u>Income</u> | | |
| Parent Engagement Grant 2014-2015 | 179.65 | |
| TerraCycle | 0.00 | |
| QSP Magazines - online orders | 32.63 | |
| Treat Days | 209.75 | |
| Total Other Income | | 422.03 |
| Total Income | | 422.03 |
| <u>Expenses</u> | | |
| Student Classroom Support | | |
| Agendas | 0.00 | |
| Library Books | 390.00 | |
| Total Student Classroom Support Expenses | | 390.00 |
| Activities | | |
| Treat Days | 154.00 | |
| Total Activities Expenses | | 154.00 |
| Total Expenses | | 154.00 |
| Total Income less Total Expenses | | 268.03 |
| Council Balance as of November 12, 2015 | | 3,886.57 |
| <u>Future Income</u> | | |
| TerraCycle | | 540.00 |
| <u>Future Expenses</u> | | |
| Previously approved | | |
| Library books | | 110.00 |
| TerraCycle boxes | | 122.00 |
| Estimated | | |
| Student special presentation | | 691.75 |
| Agendas 2015-2016 | | 750.00 |
| Council insurance 2015-2016 | | 151.20 |
| Minimum council balance | | 500.00 |
| | | 2,324.95 |
| Council balance after future expenses/income | | 2,101.62 |
| Parent Engagement Grant 2015-2016 | | 500.00 |

Yammer short Presentation: Mike presented the new communication tool being launched by the school board, yammer. Very exciting. Would really like us to try this tool. Very promising way of communicating within Council as a group and with other School Councils.

Pending Business:

1. Pro Grant Update Ira and Joanne – will update next meeting
2. Chocolate Fund Raiser Update Ira and Mike - Kick off assembly tomorrow - chocolate to go home on Friday November 20th.
3. Read-A-Thon Update : Emilie and Joanne - will kick off on January 27th – Emilie and Joanne working on Form / Newsletter
4. Cash On Line Update Cathy - will be for trips only
5. Magazines Qsp Time for Reading (Ira Motioned and Paula seconded all in favour to participate in Time for reading online program)

Qsp will provide a colour brochure and we would need to photocopy a letter (provided by them) and send home with students.

6. Fundraising goals
 - A) Replace 5 I pads - they have all been repaired - no further action required
 - B) Replace folding tables (price range \$90.00-\$300.00 each) Ira will take inventory of folding tables, Emilie will check pricing at Costco, need to be mindful of storage, tables will be replaced with one in one out rule.
 - C) Take home math kits
 - D) The groove experience
 - E) Other - Rainy day buckets proposed –materials for children to use indoors, i.e. board games, cards etc....
Cathie is also going to survey teachers to see what the needs of the classrooms are at this time

New Business:

1. Read copy of Bylaws at home
(Please have completed by Friday November 20th 2015)
Once read contact Mike indicating if you are happy with them as written or you would like to propose an amendment to be voted on at January's meeting or by electronic means. If everyone is happy with them Mike will send an email indicating they are ready for signing. Once signed & dated please place in School Council mail box (in office behind door)

2. Set dates for events:
 - A) Snuggle up and read - Wednesday January 27th, 2016
 - B) Movie Night January 22nd, 2016 @ 6pm
 - C) Family Dance Night – February 25th, 2016- Themed night – Character from your favourite book.
 - D) Games night / Geo-caching event - Geo-caching event to take place the week before and prizes will be distributed at Family Game Night - Family Game night to take place on April 21st, 2016
 - E) Open house / Family Meal May 5th, 2016
 - F) Parent engagement night – proposed date - May 19th, 2016

3. Council members pictures and names on school website (more exposure more members?)- this was discussed and decide we would prefer a group picture. We would also appreciate to go by the names in which the community already know us as. (Mrs. Lemmond, Ms. Robar) Further discussion between Mike & Cathy took place after the meeting would like to propose only Council Parent members and their first names be used, Omitting Mrs Lemmond & Ms Robar.

4. Book received from PIC (Parent Involvement Committee) for council members Requested extra copy to be placed in the library (pending If they have extras) Book title Beyond the bake sale \$29.95. Book will be passed from member to member to be read & once everyone has read it will be placed in the library for parents use.

5. Dates for future Council Meetings
 - Thursday January 14th
 - Thursday February 11th
 - Thursday March 10th
 - Thursday April 14th
 - Thursday May 12th
 - Thursday June 9th Party held at restaurant ☺

Other

1. Holbrook is once again confirmed to participate in the Samko Sale Dec3-6. Holbrook will earn 10% of the total of all stamped receipts brought to the school. Some years it has been approx. \$200, last year was just over \$100. Mike will photo copy flyer for teachers mailboxes to go home with students on November 23rd, 2015.

Adjournment

Meeting adjourned at 7:54pm