**Holbrook School Council Meeting Minutes**

**Thursday, October 19, 2017**

Attending: Mike Palma, Cathie Lemmond, Susan Clarke, Katherine Burch, Emilie Michaluk, Paul Tin, Monica Almas, Barb Chapman, [Tracey Korytko](https://www.facebook.com/tracey.korytko?fref=pb&hc_location=friends_tab), Megan Anderton, Laura Redmond, Maricel Fair, April Blackmore, Ava Mamkak, Leigh- Ann Chapman

Absent: Navjit Singh

Meeting Secretary: Monica Almas

Call to Order: 6:00pm

Approval of September 2017 Meeting Minutes

* Motion to Approve by Monica Almas
  + Seconded by Barb Chapman
  + Carried

**Principal’s Report: As attached**

School Action Plan highlights (see page 2 of Principal’s report) – awaiting targets from student staff data, and developing plans to go deeper into skills development and learning. The school has specific purposeful instruction strategies to address each of the three areas- positive culture and wellbeing, reading, mathematics.

Reading Specialist- new hires with the school board to bump up the reading level from kindergarten to grade 1. Math Facilitator- helps support the teachers and matching the student need in practice.

OSR- Ontario Student Record- any parent has the right to ask to see and view the student record, and appointments can be made with the principal to view this record.

Environment: Highlights- the ipad cases have arrived for the ipads that were obtained from last year’s fundraising events

Anti-Bullying Presentation- presentation getting great reviews from other school; consider booking this for the school in the future?

**Treasurer’s Report: As attached**

Approval of Treasurer’s report

* Motion to approve Katherine Burch
  + Seconded by April Blackmore
  + Carried

**Pending Business**

1. Fresh from the Farm Fundraiser Update (Emilie):
   1. They will provide confirmation and then 10 days later it will arrive.
2. Chocolate Fundraiser (Mike)
   1. Nov. 3 – Permission Forms go home
   2. Nov. 8 – Kick-Off Assembly
   3. Nov. 10 – Chocolate goes home
   4. Nov. 29 – Fundraiser Over
   5. Dec. 5 – Chocolate Returned
3. Spirit Wear Update (Mike)
   1. Its going well so far, continue to place your orders by Oct 27th.
4. Tupperware Update (Mike)
   1. New cheque issued (Original misplaced)

**New Business**

1. Cross Country Bus Subsidy (Mrs. M requested)
   1. $114.24 needed
   2. Approved via Yammer vote
   3. PLEASE send your vote through Yammer- or send back an email to Mike so that votes can be approved for decisions.
2. Parents Reaching Out (PRO) Grant (Katherine)
   1. Received $1000 as our grant was approved for our school to use these funds for the purpose of parent education
   2. Option for the use of these funds is through a presentation on self regulation for the parents with Merit centre’s philosophy – ensuring that the language on self regulation is kept consistent with educators and students and parents
   3. Presentation document and details to be shared by Katherine for school council to determine presentation dates in the future. Katherine to report back once contact has been made with Merit on the details.
3. Samko & Miko Sale (Mike)
   1. We are registered
   2. Dates are Nov 30- Dec 3rd
   3. Samko sale is at the Warplane heritage museum
   4. Keep your receipts and submit them to the school
4. Lockdown Practice (Cathie)
   1. Lockdown drill Oct 6th- went well, discovered one door that did not lock properly but resolution made, also locks on the doors had to be changed to lock properly
   2. Next lockdown drill is scheduled for the spring
   3. Bomb threat evacuation drill to be scheduled Oct 24th 2pm
5. Learning Lab flyer
   1. Resource for parents and families at the library- type details from the flyer
6. Yammer (Mike)
   1. All council members need to be on yammer for voting quorum purposes.
7. Event Dates (Cathie/Mike)
   1. See attached list of event dates
   2. Current Event planning details: Games Night
      1. Event Planner: Mike Palma and Navjit Singh
8. Fundraising Goals (Cathie)
   1. To be determined at next meeting

Adjournment: 7:30pm

**Next Meeting: Thursday, November 16, 2017 @ 6PM**