

Holbrook School Council Meeting Minutes Thursday, September 27, 2018

Attending: Erin Birch-Jones, Melanie Lupal (Teacher Rep.), Monica Almas, Katherine Burch, Barb Chapman, Leigh-Anne Chapman, Susan Clarke, Joseph Kazubek, Ava Mamkak, Lori Millar, Mike Palma, Laura Redmond

Absent/Regrets: Maricel Fair

Meeting Secretary: Susan Clarke

Call to Order: 6:09pm

Approval of May 2018 Meeting Minutes

- Motion to Approve by Katherine Burch
 - Seconded by Leigh-Anne Chapman
 - Carried

Principal's Report: As attached

- School re-organization has occurred due to provincial regulations.
- Mrs. Legault's gr. 3/4 class needed to release 1 student to Mr. Singh's gr. 4/5 class.
- Holbrook will be introducing a third JK/SK FDK class in Room 11. It will have no more than 15 students. New teacher will be announced shortly. The new class will open on Thursday, October 4th with Mrs. Wilkie-Smith as the teacher. Mrs. Burch will remain as the ECE in Room 10 with the newly hired teacher.
- Mrs. Legault's grade 3/4 class will no longer be taking French together. Grade 4 students will participate in French while the grade 3 students will be supervised by a different teacher. A new 0.6 FTE teacher will be hired to cover changes.
- EQAO Discussion:
 - Math scores were low but still had improvement.
 - Reading and writing scores were in line with or above Provincial Standards
- School Annual Plan
 - In line with HWDSB plan.
- New report card system
 - Teachers worked on training during the PD Day and will have additional ongoing training.

Treasurer's Report: Summer as attached

- Accepted
- Balance as of September 1, 2018: \$5297.60

Pending Business

1. Elections (Erin):
 - Current principal, Erin Birch-Jones, will oversee the council.
 - ALL elected positions, including Teacher Representative and listed Voting Members will eligible to vote, including voting by proxy.
 - The 2018-2019 Official School Council has 11 members plus Principal Birch-Jones.

- Chair: Mike Palma
 - Vice-Chair: Joseph Kazubek
 - Treasurer: Susan Clarke
 - Secretary: Susan Clarke
 - Teacher Representative: Melanie Lupal (may be shared with another teacher)
 - Voting Members: Monica Almas, Katherine Burch, Barb Chapman, Leigh-Anne Chapman, Maricel Fair, Emilie Michaluk and Laura Redmond.
- We invite all Holbrook staff and parents/guardians to attend any or all School Council meetings or to contact School Council via holbrookschoolcouncil@gmail.com or by calling the school at 905-385-5369
- 2. Fresh from The Farm Update (Sue & Mike)
 - Orders due October 15th
 - Additional forms available & Reminders to be sent out
- 3. World's Finest Chocolate Fundraiser (Mike)
 - Important Dates:
 - Monday, October 29th – Intro letter sent home
 - Monday, November 5th 2:30pm - Kick off assembly
 - Wednesday, November 7th - Chocolates arrive at the school
 - Friday, November 9th - Chocolates go home
 - Friday, November 23rd - Sales end & collected money is due
 - Friday, November 30th - Possible sales extension, if still going strong
- 4. Speed Bumps along Sanatorium Road (Barb & Leigh-Anne)
 - Speed bumps will not be installed, as per the City of Hamilton.
 - Current resolutions:
 - A digital speed radar sign has been installed.
 - Reflective signs were added to the stop sign.
 - White crosswalk lines were repainted.
 - Pending:
 - Curbs will be cut to make them accessible.
 - Next Steps:
 - Considering a petition for one-sided winter parking on West 33rd Street to help alleviate congestion.
- 5. Frozen yogurt for Terry Fox was purchased with healthy snack cards
 - \$55 spent

New Business

1. School Council 2018-2019 Meeting Dates (Mike & Erin)
 - Thursday, October 18th, 2018
 - Thursday, November 29th, 2018
 - Thursday, December 13th, 2018
 - Thursday, January 31st, 2019
 - Thursday, February 21st, 2019
 - Thursday, April 25th, 2019
 - Thursday, June 13th, 2019 (Restaurant TBD)

- No March and May meetings
- 2. Events for the School year (Mike & Erin)
 - Fresh from the Farm Fundraiser– runs until October 15th
 - Open House & BBQ – October 4th 6:00pm – 7:30pm
 - World’s Finest Chocolate Fundraiser November 5th-23rd.
 - Games Night – Thursday, November 22nd, 6:00pm- 7:30pm
 - Peace Breakfast – Thursday, December 13th, 8:00am – 12:00pm
 - Movie Night – Friday, January 18th, 6:00pm – 8:00pm (8:30pm clean-up)
 - Snuggle Up and Read – TBD, potential date: January 28th – February 11th
 - Family Dance Night – Friday, April 12th, 6:00pm – 8:00pm (9:00pm clean-up)
 - Family Meal & Open House – TBD, potential date: Thursday, May 2nd, 5:00pm – 6:30pm (7:00pm clean-up)
 - Summer Carnival (pending volunteers) – TBD, potential date: June 7th, 4:30pm – 7:00pm (3:00pm set-up, 8:00pm clean-up)
 - Volunteers are welcome and encouraged at each and every Holbrook School Council Event as well as daily within the school. Please contact Principal Erin Birch-Jones for opportunities and requirements.

Other Business

1. Trees in rear yard
 - A work-order was placed to trim the trees but it was determined that they needed to be removed.
2. TCBY/Kernals Treat Days
 - NEW - Will occur on the 2nd and last Thursday of each month during 2nd nutrition break.
 - Will be sold out of the library to meet fire regulations. There will be one door for entry and one for exiting.
3. Pizza Lunch Days
 - Will be delivered on Wednesdays during 2nd nutrition break, as per schedule/order form sent out monthly.
4. Healthy Snack Bins
 - Program will begin again shortly.
5. School Funding Requests
 - School Staff are welcome to submit requests for funding help with classroom & student focused activities/items. All submissions are subject to fund availability and School Council approval.
6. School Council Insurance
 - To be arranged.

Adjournment: 8:15 pm

**Next Meeting:
Thursday, October 18, 2018 - 6:00pm – 8:00pm
Holbrook School Library**