



Huntington Park

ELEMENTARY SCHOOL

SCHOOL COUNCIL

Meeting Minutes

Date: Thursday, September 13, 2018

I. CALL TO ORDER

The Huntington Park School Council meeting was called to order at 6:33pm on Thursday, September 13, 2018 in the School Library at Huntington Park School at 80 Kingslea Drive, Hamilton, Ontario.

Roll call was conducted. The following persons were present:

Sammie Button, Cheryl Cader, Cory Downey, Sara Haluik, Lisa Hammell, Laura Hill, Heather Knowles, Jennifer Lee, Kate Post, Sharon Pynn, Crystal Seager, Shaila Sinke, Bethany Skerret, Grace Tansley, Laura Gedye (Teacher Rep), Pat Petruccelli (Principal)

REGRETS: Courtney Botelho, Kelly Bruckner, Kira Goldsmith, Susan Martin, Jennifer Smith

II. APPROVAL OF MINUTES FROM LAST MEETING

The previous meeting minutes from May 2018 were approved.

III. PRINCIPAL'S REPORT

An updated format for School Council structure and by-laws was brought forward to Council by Mr. Petruccelli in order to improve communication, transparency and business policy.

A list of Meeting Norms was distributed.

School Council consists of persons who represent the families within Huntington Park. Currently, there are approximately 185 families at Huntington.

Members are considered a liaison within our school community. Council decides on a maximum number of people that can hold voting member spots. In addition, each member must commit to attending a minimum of three meeting per year to exercise voting rights.

Mr. Petruccelli suggested a maximum number of 25 Council members could hold voting rights.

Volunteers are reminded that they must have a valid Vulnerable Sector Screening from Hamilton-Wentworth Police Services on file with the school office. These screenings are valid for a three-year period, provided that an Offence Declaration is signed yearly. When volunteering in the school, all matters are confidential.

The following Executive Positions were elected:

Chair/Co-Chair: *Call Meetings and work with Principal.*

Kate Post resigned as Chair. Sammie Button and Cheryl Cader self-nominated, and ran unopposed as Co-Chairs. **Sammie Button and Cheryl Cader were voted in as Co-Chairs.**

Treasurer: *Manage and report on School Council Funds.*

Heather Knowles, the current Treasurer expressed desire to remain Treasurer. There were no other nominations. **Heather Knowles was acclaimed Treasurer.**

Secretary: *Attend Meetings, take minutes and distribute to members.*

Sara Pettigrew resigned as Secretary via email through Kate Post. Jennifer Lee self-nominated and ran unopposed. **Jennifer Lee was voted in as Secretary.**

With four executive positions, teacher rep and principal, it was determined that Council requires a minimum of six people to hold a meeting and/or hold a vote.

Any additional committees or groups, i.e., Fundraising Committee, must have a minimum of one School Council member.

The suggestion was made that we institute a “pie chart” to visually assist in the delegation of fundraising dollars as has been implemented in previous years.

Enrollment:

Student body currently sits at 474, which is up from 452, this time, last year. Projections are that the school will continue to grow in size. We currently have a few empty classrooms, so Huntington should be able to accommodate this growth.

Currently, there are four FDK classes, up from three and a half classes, last year. This means that we have acquired on new DECE (Designated Early Childhood Education) staff member.

Last year, the possibility of an extension to Huntington Park School was in the “idea stage” and talks at the HWDSB continue around the addition of an Early Learning Years Centre which would house three new classrooms for preschool children to attend programming with their family and caregivers.

ESL: Currently, there are approximately 50 students attending Huntington Park born outside of Canada. Mr. Petrucci has implemented a large map in the hallway which will be used to celebrate the many different countries and cultures represented in our school. The addition of “Fun Fact Fridays” will be added to the announcements. Students will be invited to share a “fun fact” about their birth country.

Technology:

The HWDSB is in the process of developing a policy with regards to cell phone use within HWDSB schools.

The school currently has 72 iPads, of which 42 are 1st generation and will likely not be able to be updated or receive support within the next year.

New iPads can be purchased at a cost of 10 iPads for \$3500. Additionally, the outdated iPads could be sold for approximately \$100 each for a total of \$4,200. The possibility of earmarking a portion of fundraising dollars for updated technology was discussed.

Reminder that all purchases made on behalf of the school must be pre-approved by either the School Council, the Co-Chairs or Council as a whole, prior to spending.

**To be added to the May Agenda:* Request for supply list from teachers for equipment required for DPA and Recess for September 2019.

IV. TEACHERS’ REPORT

Mrs. L. Gedye gave the teachers’ report. She will be sharing the responsibility of Teacher Representative with Mr. S. De Man.

Baseball: Senior boys and girls, as well as Junior boys and girls starts next week

Swim Team: Open to students in grades 3, 4 and 5.

Practices will be held on Wednesdays from 3:30-4:30pm
(October 3, 10, 17, 24, and November 7)

Swim Meet: Date to be announced

Cross Country: Open to students in grades 3 - 8.

The Cross Country meet will be held on Thursday, October 11, 2018.

Volleyball: Senior boys and girls, as well as Junior boys and girls begins on October 10, 2018 tryouts will be coming up soon.

Milk Program: Begins on Monday, September 17, 2018 and takes place during 2nd nutrition break. Milk is available for \$1 /carton for either white milk or chocolate milk. Students in FDK classes may purchase milk for the entire month, grades 1 – 3 may purchase a milk card for \$20 which is valid for 20 milks (punched by staff daily) and grades 4 – 8 may purchase milk daily by visiting Room 11.

Mrs. Bowler submitted a request for money to cover busing for a showing of Elf. This request was denied by Council, citing the precedent that was set previously, in which only busing for team events are subsidized by School Council.

Busing Request: Busing was requested for both the Cross Country Meet and the Swim Meet for a total of three buses. This motion was approved by School Council.

Winter Camp Trip: Grade five and six students will have an opportunity to attend Camp Mini-yo-we for a winter camping excursion in January 2019.

Ski Trip: Grades 4 – 8 students will have the opportunity to ski/learn to ski on the ski trip scheduled for early February, 2019.

Camp Mini-yo-we: Grade 7 & 8 year end camp trip will take place from June 12–14, 2019.

V. TREASURER’S REPORT*

**Mr. Petruccelli gave an overview of how the school monies are divvied and submitted the formal numbers.*

All monies generated by School Council are divided into three separate accounts:

School Council: Account into which money is transferred to pay for all purchases.

Pizza: Account into which all pizza order money is deposited, to purchase pizza weekly. This account generally remains untouched until the end of the school year, when remaining money can be transferred to the School Council Fund for purchases.

Fundraising: Account into which all other fundraising money is deposited. These funds are transferred to the School Council Fund once they have been delegated to purchases.

Current Account Balances:

School Council	\$4,052.87
Pizza	\$3,926.21
Fundraising	\$10,272.59
TOTAL	\$18,251.67

Pending Transactions:

FDK Bikes	\$2000
Sensory Boards	\$2000
Gymnasium Benches	\$2000
TOTAL	\$6000

Total available for spending: \$12,251.67

Treasurer, Heather Knowles, interrupted the meeting when these numbers were given and stated that she did not believe that these numbers were correct and stated that she felt there were still several large ticket items outstanding, i.e., armour stone, sod, graduation.

Total Monies Available according to Treasurer: \$18,251.67 - \$12,789 = \$5,479.20

Therefore, our outstanding balance requires clarification.

Heather stated that she has requested that both the Pizza and Fundraising account balances be transferred to the School Council Fund at the beginning of each new school year, in order to set the Pizza and Fundraising accounts to a zero balance.

Heather purchased six baseball gloves for \$150, to be reimbursed by Council funds.

Heather submitted a request for \$350 for new playground equipment to be used during recess and DPA (Daily Physical Activity) to be distributed amongst the classrooms. This request was approved by School Council.

National Sports will be supplying us with coupons again this year for \$10 off of every \$50 spent with an additional 5% kickback to Huntington Park to be used for school purchases.

Pizza has not had a price increase in many years. It was decided that the price of pizza will increase from \$1.50/slice to \$2.00/slice to cover increasing costs and to justify the monumental amount of work required to run pizza days successfully. Additionally, we will again be offering a discount, in the form of one free order, for pizza orders that are pre-paid for each or the pre-paid periods.

VI. FUNDRAISING REPORT

Spirit Wear: We would like to make Spirit Wear available to students and their families this fall. As in previous years, spirit wear items are sold at cost with a zero profit margin to ensure that spirit wear is affordable for all.

A Fundraising Committee has been formed for 2018-2019. Meeting date to be determined. Members include: Sammie Button, Cheryl Cader, Lisa Hammell, Jennifer Lee, Bethany Skerret, Grace Tansley, additional members are welcome.

Fundraising Summary of proposed fundraisers, estimates of monies to be made and allocation of funds to be submitted to the HWDSB by *October 31, 2018*

VII. UPCOMING DATES:

Fundraising Meeting: Wed., Sept. 19, 2018 at 6:00pm, School Library.

All are welcome.

Meet the Teacher: Wednesday, October 3, 2018 from 5:00-6:30pm

All are welcome.

Next School Council Meeting: Thurs., Oct. 18, 2018 from 6:30-8:00pm, School Library.

All are welcome.

The Huntington Park School Council meeting was called to order at 6:33pm on Thursday, September 13, 2018 adjourned at 7:57pm.

Minutes submitted by: Jennifer Lee

Minutes approved by: