



Huntington Park Elementary School

School Council Meeting Minutes

Date: Thursday, May 23, 2019

I. CALL TO ORDER

The Huntington Park School Council Meeting was called to order at 6:34 pm on Thursday, May 23, 2019, 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, Christina Carter, Marion Garrido (new member), Lisa Hammell, Laura Hill, Heather Knowles*, Jennifer Lee, Susan Martin, Kate Post, Sharon Pynn, Spencer DeMan (Teacher Rep), Pat Petruccelli (Principal)

*Heather Knowles was unable to make the start of the meeting but arrived at 7:23pm

REGRETS: *Kelly Bruckner, Tabitha Downey, Crystal Seager, Jennifer Smith, Julie Wiltshire*

ABSENT: *Courtney Botelho, Sara Haluik, Jessica Henderson, Bethany Skerret*

II. APPROVAL OF MINUTES FROM LAST MEETING

The previous meeting minutes from April 2019 were approved.

9 - approved, 0 – opposed, 0- abstained

III. PRINCIPAL'S REPORT – P. Petruccelli

PEOPLE:

- Zoe Ryckman - we received an additional half-time Educational Assistant until the end of the year to help out in the kindergarten wing. Concerns had been raised by the staff to the board concerning specific students who were in need of additional support.

PROGRAM:

- Kindergarten Graduation

Due to Fire Code regulations in the gymnasium, Kindergarten Graduation take place over two days:

Wednesday, June 19 - Martin/DaSilva & McKinney/Tomlinson

Thursday, June 20 - Hurren/Monahan & Friend/Szpak

The ceremony will start at 2:00pm and the doors will open at 1:30pm

- Grade 3 and 6 students are presently writing the EQAO assessment from May 21 to June 4
- School Annual Plan: This is the current data on our students with respect to our targets as reflected from their report card marks and other assessment tools.
 - Reading
 - Up to date
 - Goal: 75% reading at grade level by June 30
 - 42 students are presently in Grade 1
 - 1 student with ASD; 41 students
 - Below level: 8 (19%)
 - On-the-cusp: 7 (17%)
 - At level: 26 (64%)
 - Potential is 81%

Update: May 23/19: moved 3 on-the-cusp students; therefore, we now have 29 / 41 or 71% students reading at grade level

Revised Mar 1/19: At least 25 of 38 Grade 1 students (66 %) will achieve a B or higher on their June 2019 report card.

Sept./18: Goal was to have at least 29 of 39 Grade 1 students (75 %) will achieve a B or higher on their June 2019 report card.

MATH:

- MathUp Program
 - Each license costs: \$899.00 per user
 - We have confirmed we will need four licenses, therefore, \$3,600.00
 - The board is targeting Junior Grades (Gr. 4 – 8)
 - Four teachers have committed to using it: Bowler, Anderson, Tondreau, and Helm and Cognigni will share one license.

PLANT:

- Community complaint regarding school bells being left on during the summer months and holidays. Could be perhaps related to PD Days and Holiday Mondays.
- Going forward the bells will be turned off when school is not in session.

- Currently, there is a bell at 8:45am to signal that supervision of the playground has begun as well as a two-minute-warning bell at 8:58am.

Thank you to everyone for the food that was sent in for the Staff Appreciation today.

CLASSROOMS:

- There will be some redistribution of classrooms for the coming year to accommodate an additional class needed due to increased enrollment.

IV. TEACHERS' REPORT (Spencer DeMan)

| | |
|------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------|
| <u>Open House:</u> Open House | Mme Economou and Ms. Harding report that the BBQ/mini carnival at made \$860 to donate to McMaster Children's Hospital. |
| <u>Student Council:</u> of June with | The Student council would like to have a mini bake sale at the beginning proceeds going to the SPCA. |
| <u>Book Fair:</u> year. | The Book Fair was a great success and raised almost \$5000 dollars this year. |
| <u>EQAO:</u> test in gr 6 | EQAO happening in grades 3 & 6. We'll be celebrating the end of the with a pizza party on May 31. |
| <u>Athletic Shirts:</u> chest over the | The school athletic shirts have been ordered. 80 in total. Logo on the heart and numbers on the back. |
| <u>Camp Mini-Yo-We:</u> | We have 61 students going to Mini- yo-we from June 12-14 |
| <u>Track & Field:</u> | Senior Track and Field will take place on June 11. |
| <u>Music Festival:</u> | The Canada's Wonderland Music Festival takes place on May 28 |
| <u>Talent Show:</u> of June 3rd. | The Talent Show has been scheduled for June 17. Auditions are the week |
| <u>Staff Appreciation:</u> treats that we community. | All Staff wish to send out a huge thank you for the delicious lunch and all enjoyed today. We are lucky to be part of this fantastic |
| <u>Student Lunch:</u> student council, | Last Volunteer Lunch order subs for student volunteers; green team, etc. \$300. They have "run out of money*." |

*Kate Post asked how the school had “run out of money?” Mr. Petruccelli shared the fact that some of the money in the principal’s fund, which comes from the HST rebate that the school receives on purchases, was used to help cover the remainder of the cost of the bus to Wonderland. Mr. P. said he wasn’t exactly sure what was meant by the statement that the school had “run out of money.” He will look into it and email the details.

“Theoretically, I can spend all of this money. In theory. It does not belong to the School Council per se. It belongs to the Board. But in that, there is an HST rebate that comes with all of the monies that are spent. All of the rebate money gets dropped into a P fund. That money is the money that Mr. Petruccelli can spend. It is used to help students with lice, trips, food, etc.”

Cheryl Cader then asked for clarification from Pat on the above statement. When you say that it’s “the Board’s money” are you saying that you are going to pay for things regardless of whether we approve it or not?

Mr. Petruccelli then clarified that someone had requested information on the HST money and where it belongs and for transparency’s sake, he does not want people to feel protectionist, hurt or for the staff to feel that they have to come to beg for monies. He just wants everyone to understand the way that the monies are all there. It is not meant as an insult the School Council or insinuate that the money belongs to the principal versus the council. If that’s is how the council members feel, they could consider organizing what is called “Home and School.” Home and School fundraises just like a School Council, but it is exterior to the school and exterior to the board and they can control what they do with the money.

Cheryl stated that she’s read up on Home and School and that is not what the council wishes to do. She asked for clarification. The statement makes it sound as though a principal can access the account and spend money that has not been approved.

Mr. Petruccelli stated firmly that he would never do that but that in theory, he could. He was just pointing it out but understands that if the council finds it insulting, he won’t say it again. Both parties agreed that it isn’t something that should or would be done. Conversely, Cheryl made the statement that Council is not holding the “purse strings” tightly. We simply don’t always have the money to cover everything based on the amount of fundraising done during the year. There was a discussion about ensuring the division of funds so that it is accounted for and divided fairly.

Deferring of Funds: At the previous Council Meeting, there was a discussion around deferring funds for technology. Mr. Petruccelli received an email from Trish, at the Board, which stated that money raised within a school year is to be spent within the same school year. Students graduating the current year will not benefit from the spending if it occurs in the following year. Monies should be spent according to the outline submitted in the fundraising plan in the fall. However, if we are deferring funds there is a suggestion of a maximum of three years. Funds can be deferred for large ticket items, such as playgrounds, technology, etc.

Gym Equipment Enhancement: Mr. Petruccelli has been conferring with Mr. Resovac, the Phys. Ed teacher, about more obtaining TRX equipment for the gym. TRX refers to Total Body Resistance Exercise and incorporates wall mounts for various resistance exercises, chin-up bars, etc. and would help to better utilize and enhance our gym. The cost is approximately \$1500 and Mr. Petruccelli and Mr. Resovac plan to meet again in September once budgets are known to see if it is feasible to purchase this type of equipment. Mr. Petruccelli has committed to having the installation done.

V. FUNDRAISING REPORT (Cheryl Cader)

World's Finest: The Chocolate Fundraiser was awesome! We raised \$13,292! Our target was \$8,000. We are extremely pleased with the success of this year's fundraiser. We cut back on our volunteer hours and only came in three times per week, instead of daily. All Chocolate and money was returned except for three cases at a loss of approximately \$150.

Spirit Wear: We made \$120 by selling leftover spirit wear at Open House. (misordered sizes, etc)

Pizza: Heather is predicting another \$3600 on top of the \$4000 we had already brought in. This is almost double the amount made last year, so by increasing our price by 50 cents, pizza has become a much better fundraiser.

Volunteers: Sammie and Cheryl are planning to take a step back next year. Sammie will no longer be able to commit to fundraising. If we have no new people willing to step forward, Cheryl will commit to doing two fundraisers. Cheryl is not interested in running the Holiday Baskets again. It has lost steam and has become less fun since being moved to the library. It's a busy time of year for all of us and the baskets take up a lot of time. It was suggested that perhaps, Mr. DeMan could run a fundraiser for the Arts at the holiday concert. We really need some new parents that want to volunteer and offer their time.

Council Business: School Council has mainly focused on fundraising, but there are lots of other things that Council could be doing. See the heading "New Business."

Surplus Funds: Due to our amazing fundraising success this year, there is still a chunk of money left that is not allocated. Cheryl suggested giving a chunk of money to each class for class trips. Laura Hill spoke about a pilot project that was being done by Bronte Creek that was tried at the school she works at in Burlington. It was several parts; in-class, field trip, skype with a scientist. It is three separate events that are extensions from one activity to the next throughout the duration of the academic year. It ties in with curriculum and in her experience, was excellent. She will forward the information to Mr. Petruccelli at his request.

VI. TREASURER'S REPORT (Heather Knowles)

| Projected Funds | | Actual Funds | Variance | Projected Expenditures | | Actual Exp | Variance |
|-------------------|----------------|--------------|------------|-----------------------------|------------|------------|-----------|
| MacMillans | <u>\$5,000</u> | \$4,378.05 | -621.95 | Benches | (2000)0 | \$1,972.30 | 27.7 |
| Holiday Baskets | \$4,000 | \$3,932.73 | -67.27 | Sensory Board | (2000)0 | \$2,000 | 0 |
| Chocolate | \$8,000 | \$13,292 | 5292 | Baseball Equipment | (225.92)0 | \$225.92 | 0 |
| Dance-a-thon | \$4,000 | \$4,635.20 | 635.2 | Balls for recess | (350)0 | \$375.27 | -25.27 |
| Pizza | \$5,000 | \$4,093.51 | | Buses for Cross Country | (350)0 | \$248.60 | 101.4 |
| Spirit Wear | \$120 | 553.88 | 438.88 | JK/SK Bikes | (2000)0 | \$2,171.65 | -171.65 |
| Total | \$26,120 | \$30,885.10 | \$7,042.37 | Holiday Baskets | (600)0 | \$585.02 | 14.98 |
| | | | | Dance-a-thon | (1100)0 | \$869.05 | 230.95 |
| | | | | Chocolates | (500)0 | \$1,068.10 | -\$586.10 |
| | | | | Mt Albion Volleyball | (240)0 | \$240 | 0 |
| | | | | Scientist in the Classroom | (2500)1140 | \$1,140 | |
| | | | | Bus for Swim Meet | \$0 | 0 | |
| | | | | Scientist in the Classroom | (2500)1170 | \$1,330 | |
| | | | | Bus for Canada's Wonderland | (500)0 | \$516.09 | -16.09 |
| | | | | Science Materials | \$350 | | |
| | | | | Camcorder | (500)0 | \$497.19 | 2.81 |
| | | | | FDK Book request | \$1,500 | | |
| | | | | Mrs Prosser Books | (128.11)0 | \$128.11 | |
| | | | | Graduation | (800)0 | \$800 | |
| | | | | Kinder Shade | \$400 | | |
| | | | | Agendas | \$1,500 | | |
| Balance forward | \$31,954.91 | | | Art Sketchbooks | \$675 | | |
| pizza approx | <u>\$3,625</u> | | | Gym Shirts | \$1,000 | | |
| Still outstanding | \$9,215.14 | | | Microphones | \$1,500 | | |
| | | | | Bean Bag Chair (Well Room) | \$360 | | |
| Final Balance | \$26,364.77 | | | Osmos Grade1 | \$610.14 | | |
| | | | | Mini bluetooth speakers | \$150 | | |
| | | | | | \$9,215.14 | | |

VII. SPENDING:

Seven classes have used Scientist-in-the-classroom and have been paid for. There are several classes who are scheduled to still have the program in their classes. Prosser, Gedye, Kindergarten, grade 1, etc.

Approx.. \$13,000 was carried over from last year. We still have money remaining in each of our spending categories for spending. A discussion with regards to spending categories and shifting of monies ensued. E.g., Spending more on technology this year because we spent more on School Atmosphere last year.

Heather Knowles brought up that fact that in the past, we have approved approximately \$300 to purchase pizza for one of the last days of school for every student and staff member to get a slice of pizza. This will need to be approved at this meeting.

Student Volunteer Luncheon \$300 - APPROVED

Voting Results: 10 approved, 0 opposed, 0 abstained

MathUp Licenses \$3600* - APPROVED

(*Initially we planned on approving three licenses but since budget allowed, we approved all four, leaving room for Mr. P. to purchase a fifth license should there be further interest)

Voting Results: 10 approved, 0 opposed, 0 abstained

TRX Equipment \$1500 - APPROVED

Voting Results: 10 approved, 0 opposed, 0 abstained

End-of-year Pizza Party \$300 - APPROVED

Voting Results: 10 approved, 0 opposed, 0 abstained

Technology funds to be deferred pending format decision - \$15,000 - APPROVED

Voting Results: 10 approved, 0 opposed, 0 abstained

*This was Kate Post's second meeting this year and Marion Garrido's first meeting. As stated in the School Council Constitution, members must attend a minimum of three meetings to be eligible for voting rights.

VIII. NEW BUSINESS (Sammie Button)

On May 2, School Council along with the Council from Sherwood and the other seven feeder schools to Sherwood with Shawn McKillop, Communications and Community Engagement with the Board. There was one Council member from Sherwood, four people from Huntington, and that was it. The poor turnout turned into a very personal meeting with Shawn. Exploring the gap between the Board and the School Council. Shawn encouraged us to explore other options as far as community engagement. More policies, community involvement, etc.

IX. UPCOMING SCHOOL COUNCIL MEETING DATES:

Our first School Council Meeting of the 2019-2020 School Year is:

Thurs., September 19, 2019 at 6:30pm in the School Library. All are welcome!

The Huntington Park School Council Meeting was called to order at 6:34pm on Thursday, May 23, 2019, adjourned at 8:10pm.

Minutes submitted by: Jennifer Lee