

Minutes

Castor Valley Elementary School Council Meeting

April 5th, 2018 from 6:30pm – 8:30pm

Meeting began at 6:35 pm

Meeting was chaired by Kim Chen

Attendance:

Voting Members (Quorum reached):

Kimberly Chen, Deanna Morris, Emma Krzyzanowska, Alka Moorjani, Jenni Bell, Tara Starzomski, Patricia Bezaire, Tina Clarmo, Tara Starzomski, Stephanie Pagan, Melissa Ekdorn-Delorme, Tamara Legris, Lisa Multari, Maryam Sugrue-Foubert, Sarah Slater

Non-Voting Members and guests:

Chris Toinoven (Principal), Kim Tustin (Teacher), Kim Holmes (Teacher), Jodi Forest, Gloria Mackie

1. Welcome, Attendance

Kim opened the meeting and noted that we had **reached** quorum.

2. Approval of April Agenda

Motion to adopt April 2018 Agenda

Moved by Jenni Bell, Seconded by Emma Krzyzanowska. , Motion carried

3. Approval of March Minutes

Motion to adopt March 2018 Minutes

Moved by Tamara Legris, Seconded by Deanna Morris, Motion carried

4. Treasurer's report (Tina Clarmo): (See attached Appendix A)

Financial Reports

- We have approximately \$11K that has been approved in Ad-Hoc, and so far we have spent approximately \$7400.
- Various things that we spend money on goes through school council's actual bank account. However, there is also school bank account that is used for items that need to be ordered through the school, which Gail manages. For instance, milk money/orders goes through the school account. Appendix A now includes information about the school account as well as the CVESC account. Approx. \$4K in Ad-hoc has gone through the school account this year. Tara, Tina and Gail do a reconciliation once a year but that will be increasing in frequency now that School Cash Online is running. Reconciliations will increase to at least twice a year, after the food and milk payments have come through. Since there is now significantly more money going through the school account, Tina will continue to include those numbers on her report.
- Chess club ad-hoc request was cancelled. There are still several outstanding Ad-Hoc's to come in, including Talent Fest.
- Please note that the reports this month include 2 months' worth as Tina was sick last month.

- Alka proposes that council choose a set budget amount for Graduation each year. Would council consider sponsoring the event each year, instead of trying to find a grad gift?. For instance, Metcalfe Golf & Country charges each student per ticket which includes DJ etc, we could use the budgeted amounts to pay for part of their tickets. If we set something up moving forward, then the grad committee will know what they have to work with. We have already agreed to donate \$600 this year. Council should advertise in the newsletter that they are sponsoring the event.

****Kim Chen moves that we increase this year's Grad budget to \$700, Maryam Sugrue-Foubert seconds. All in favour. Motion carried.*

- Alka has volunteered to manage the bus driver gifts from CVESC again this year. This is already a budgeted recognition item for CVESC. Alka will speak with Gail to get this year's numbers.
- Tina is part of a local committee for Paying It Forward for Wishes at the Metcalfe Golf Club. This committee focusses on Wish Angels, the point of this group is to get children involved with charity and doing good in the community. It's not about the money, but about getting kids involved for the right reasons. It's a recognition program for kids who have done something for charity and the committee recognizes those kids. They are trying to branch out and reach out to schools, to inform parents and kids about the program. Tina is looking for ways to reach out to CVES kids. Would council be agreeable to having a table at Fun Night for the Make a Wish Foundation – Wish Angels to advertise it? “hey did you know this is a way to get your kids involved in charity.” Perhaps Talent Fest would be a better area to put a table, it is less chaotic and may get the attention of older kids. Chris suggested that Tina approach teachers Angie Bickmore and Jennifer Reed as well to discuss.

5. Chair's Report

Executive Positions 2018-19:

- Cynara Corbin will not be returning as co-secretary next year, but Jenni Bell will remain.
- Tara Starzomski and Tina Clarmo will return as co-treasurers next year.
- Kim Chen would like to stay on but would need to find a co-chair or vice-chair.

PRO Grant Seminars/Workshops:

- Kim has already put the PRO grant submission through for next year and expects we will receive it in the fall as usual.

Approval to consult re: changes to policy re: management of council funds/finances:

- The board is in the middle of a consultation process right now regarding the amalgamation of council and school bank accounts. If approved, school councils would no longer be permitted to manage their own bank accounts and all funds be put through the school accounts. At the COW meeting that addressed this, many delegates from other councils spoke against this, and all the trustees were against it and only approved to move forward with the consultation process. A decision will be made by June. If they make a decision to amalgamate the accounts, it would begin in September. This would put a lot of extra work on office administrators. The accounting controls we currently have in place at CVESC were set in place by accountants.

- We should find a council member willing to attend OCASC meetings so that we can learn about things like this consultation in advance. OCASC meets on the 3rd Thursday of every month. Kim will get more information and update us at next council meeting.

Picnic Tables:

- We have received the 10 new picnic tables that council purchased and as soon as we are sure no more snow clearance will be needed; they will be dispersed.

6. Principal, Teaching & Support Staff Reports

Teachers Report (shared by Kim Holmes)

- Teachers – Today's teacher reps are Kim Tustin and Kim Holmes.
- Alain Lalonde is retiring. His retirement party will be at the Metcalfe Golf course on June 22nd.
- Thank you from the library for fundraising. The Chapters gift card received last year has been spent, and we have been able to purchase 30 new books.
- Terry McMahon is currently working on the yearbook with grade 8 students; forms went home this week for orders, \$20/ea
- Ambassador news; thank you for the donations to buy sandwich supplies, they made and delivered sandwiches to the Sheppard's of Good hope. They also baked and delivered cookies. Currently preparing for a cereal/oatmeal drive. Thank you for the opportunity to help with movie night and donate the money to charities the students cared about.

Principal's Report (by Chris Toinoven)

- Busy time of year. Projection of 729 kids for next year, which is an increase of 12 students from our current. Results in the increase of 3 homerooms. We are looking at teacher assignments right now, there will be 6 kinder classrooms, we need a few more registrations to hold at 6. Currently we have only enough for 5 classrooms.
- Last night was the Kinder information night, presented by the staff – tour of classrooms, discussing supplies parents should purchase etc.
- We are finishing up this year but trying to plan for next year as well.
- We've just finished up intermediate basketball, kids did well and Christine is doing a ton of stuff now with students going to Choral Fest, trips to Canterbury, etc. Intermediate choir is participating in Kiwanis Music Festival in Orleans.

7. Fundraising / Programs / Events Report

Talent Fest – May 9th & 10th

- Moving along well. Golden tickets went out today announcing who made it in to Talent Fest (everyone makes it) so kids are excited.

- Not all the equipment needed will be available on May 9th and 10th due to the OTHS kids not being available. We will be missing wireless microphones which we usually get from the high school. Tamara would like to submit an Ad-Hoc request for wireless microphones which can not only be used for this event but for many other shows/assemblies. They are approximately \$300/ea, and we would require 2. Tamara will be submitting a formal Ad-Hoc request shortly. They can be used for many years and many occasions. The lighting required will be borrowed from a theater company this year.
- Lots of kids and lots of awesome talent.
- Unsure if Ambassadors will run a canteen again. Perhaps we can do a bake sale instead, a good opportunity for a fundraiser.
- Suggestion from floor – Make a Wish Foundation could run a bake table.
- We could ask people attending Talent Fest for a canned food donation again this year.

Fun Night – June 14th

- Spread the word that we need a lot of help and volunteers to make this event happen.
- We have lots of sponsors on board.
- We still need students to sign up to help man the games. Tina could visit all classrooms with a sign-up sheet. Getting permission slips back was a challenge last year. Could permission be given by parents via email instead?

Student Appreciation Lunch – Date TBD (Alka)

- There are a lot of student helper groups in the school; lunch monitors, hall monitors, green team, ambassadors, etc. Approx. 160 student helpers. Over the course of 2 days we invite them down to the lobby to have a special lunch, hot dogs, drinks, ice-cream sandwiches. Teachers in charge of these groups will also give short speeches to say thank you.
- We have 4-5 parent volunteers to run this lunch. We cook the hotdogs here at the school. If anyone is interested in taking this over or helping out, please let Alka know.

Teacher Appreciation Lunch – June 29th (Nikki Eisnor)

- Dishes and plates have been ordered already.
- She needs a couple of volunteers and many donated food items. She will put up a sign-up sheet in May.

8. Inclusive Safe & Caring Schools Committee (update by Elli Kapsalis via email):

- We are hoping to partner with the Garden committee – looking for a deal on about 700 small river rocks. She will schedule a meeting and post on FB.
- Wants to paint the buddy bench again, looking for volunteers.

9. New Business

- Meet & Greet on Victoria Street on May 12th – do we want to have a CVES presence this year? Last year we had a couple of kids in the mascot costume wandering around which was fun. Tina will also talk to Mrs. Kemp about getting a singing group together.
- Design a simple poster/slide about CVESC that can be displayed via projector for Talent Fest. Melissa Hale could design something, we just need to display it and talk to Jen Danby if a projector could be set up. We could also insert a page in the program.

10. Important dates:

- PRO Grant Seminar: Dr. Yoni Freedhoff – April 10th
- Talent Fest: May 9th and 10th (Wed + Thurs)
- Fun Night – June 14th
- Teacher Appreciation Lunch – June 29th

11: Adjournment and Next Meeting:

Motion to adjourn

Moved by Maryam Sugrue-Foubert, Seconded by Sarah Slater. Motion Carried
Meeting adjourned at 8:01 pm.

Next meeting scheduled for Thursday May 17th 2018.