

Annual General Meeting

School Council Meeting Minutes
June 19, 2013, 7-9 PM

Our NEW web site: www.wapscouncil.org

General questions – woodroffecouncil@gmail.com

Volunteers – wapscouncil.volunteers@gmail.com

Fundraising – wapscouncil.fundraising@gmail.com

Secretary – wapscouncil.secretary@gmail.com

Introduction of Attendees (y = yes, in attendance)

Chair Katherine Cole – Y

Vice Chair Liz Burgess – Y

Former Chair Barbara Callaghan – Y

Treasurer Colleen Moore – Y

Secretary Jen Collette – Y

OCASC Representative Tara Finlay – Y

Communications Coordinator Nicole Baker – N

Fundraising Coordinator Anne Windle – Y

Volunteer Coordinator Lisa Nicol – N

Multicultural Liaison Coordinator(s) Rick Banville and Eliza Jane Scott - N

Play-yard Renewal Coordinator Jean Byrne – N

Plant and Tree Advocate Jeff Wiebe – N

Community Representative Vacant

Director @ Large Kristann Rose – N

Principal Kim Power – Y

Vice Principal Monik Beauchemin – Y

Teacher representative Sandra Sheedy – Y

Total number of persons present (including above): 9 + above

Arts Program Coordinator(s) Segun Akinlolu - N

Debbie MacLaurin – Y

Approval of Agenda and minutes

Minutes for April and May for approval

Anne Windle moved to approved Agenda, Sandhya Rao seconded.

Approval of minutes: Lisa Vandermeer moved, Liz Burgess seconded.

Roundtable of introductions.

Principal/Vice Principal update

- Projecting lower enrollment for JK next year
- Still working on projected enrollment for next year, no firm news

- Registrations will be available through central administration over the summer
- Budget reporting
 - Roughly \$350 remaining in agenda budget; same agenda style to be used next year. Will not be mandatory. Some feedback provided around dislike for current style of agenda. Unlikely to change for next year given current timeline.
 - Spent roughly \$648 from Family Fund to support families in need, \$173 remaining in account for next year. Any top up from Council much appreciated.
 - Next year, no longer requesting student fee due to disparity in classroom spending except for JK and SK.
 - Reporting on pizza and milk money – funds will be spent on iPads, stands and protective covers for classrooms. Aiming for one per classroom. To be used as document camera/projector or camera to take pictures of classwork.
 - Looking to use remaining funds to bring in anti-bullying sessions for next year.
- Tell Them From Me survey results
 - Grade 4 and 5 results only available as Grade 6 classes lost their passwords
 - Results were generally very consistent with Canadian norms for sense of belonging and having positive relationships in the school. Some results were not consistent – potential that children misunderstood the questions.
 - Report will be posted online for parents to see.
 - School will develop a plan to respond to some of the concerns, re: bullying. Needs a member of the community to participate and a student. Monik invited parents to volunteer.
 - Potential to report the results back to the students was discussed.
- School is preparing and submitting SIPSA (School Improvement Plan for Student Achievement), Anti-bullying plan and SIPwell (School Improvement Plan for Student Wellness) to the school board. Will build on existing activities in the school such as the Roots of Empathy program. Will also align well with PRO grant work being led by Tara for next year.

Vice Principal update – Monik Beauchemin

- Thanks to committee that prepared the activities for Fitness Week. Events were well enjoyed by staff and students. Children enjoyed the visit from Dovercat.
- Reminder for the volunteer breakfast on June 26th. Volunteers invited to attend.
- Last day of school will be red and white day (pre-Canada Day celebration). Assembly to celebrate the Grade 6 students who are leaving.

Teacher Rep update – Sandra Sheedy

- Repeated thanks for fitness week. Pleased to know another one will happen in the fall.
- Added National Denim Day and Mission Breakfast to the Principal's budget report on staff outreach and fundraising
- Extra assembly re: talk from Olympian. Choir performed "True Colours" and Mme Faller's morning class presented a recorder recital, M. Lemelin's class presented its presentation from L'école à l'envers, Roots of Empathy wrap up.

Proposed Changes to School Council Constitution for 2013-14

- Noted several key positions need filling for next year. Noted that Annual General Meetings will be moved to September, effective next school year (2013-14).
- Fewer meetings anticipated for next year, new structure of teams and sub-committees to support Council activities was shared.
- Will be trying to propose changes that don't require changes to the Constitution. Constitution already allows for sub-committees and allows for a minimum of 4 meetings, as per the Education Act.

Spring Fling Review and Successes – Anne Windle

- Discussion of events. Thanks to all volunteers, including the Woodroffe Avenue High School Students.
- Thanks to all the sponsors: Dovercourt Recreational Centre, Paper Sign Man, M&M Meat Shops (Carling Avenue); House of Pizza and Woodroffe United Church.
- Thanks to the custodial staff.
- Seeking new coordinators for many key Spring Fling positions for next year.

Review of Annual Report for 2012-2013 – Katherine Cole

- Presentation made on key Council accomplishments. Key accomplishments will be sent home in mailbags as a means to share with parents highlights of how funds were spent and the full summary will be posted on website

Treasurer Update – Colleen Moore

- Presentation continued with reporting of Council expenditures for 2012-13. Will be posted on website after financial business closes June 30th
- 2013-14 Budget will be approved at the September 2013 Annual General Meeting.
- Draft calendar shared of what is happening during the year with respect to events and fundraising, to be used as a tool to help balance fundraising and Council activities throughout the year.
- Draft schedule for Council elections shared to help boost participation.

Ad hoc discussion of next year's activities

- Expand Kinder Social to be school opener night for entire school community. Seeking volunteer to lead coordination of the night and events. Agreed on tentative date of September 11th.
- New parent volunteer to develop a New Family booklet to give to kinders and students who are new to the school. Guide will be posted on website and shared with the office and Kinder teachers in August for distribution.

OCASC Update --Tara Finlay

- Nothing to share. Seeking new OCASC rep. Meetings held on third Thursday of the month. The OCASC rep liaises between our school council and the assembly. Excellent way for a parent to learn more about what's going on at the district level.

Fitness Week Review – Liz Burgess

- Will likely have two weeks next year, one in late September and then again next June.
- Survey of teachers has been very positive.
- Seeking parent volunteers to help host activities to help keep costs down and fill two full weeks next year.
- Congratulations to the team on an excellent job.

Communications-- Katherine Cole

- Covered in previous items.

Staff Appreciation Breakfast – Barbara Callaghan

- List circulated; still seeking volunteers for certain items. Need people to serve and stay that day. Set up begins at 7 am, will finish at 11 am.
- Looking for donations as of 7:15 am in the staff room across the hall from the library.

Chalk It Up

- Yearbooks, thanks to Mélanie Clément. She has coordinated all the technical aspects. Likely to be provided on Monday.
- Earl Havlin photos – status update requested.
- Plans shared for play-yard renewal: re-painting the games boards in the yard. Needs to be coordinated with School Administration who has to submit a tender via school board. Sarah to send latest version of plan to Kim. Discussed the possibility of re-developing the Junior yard next year.

Chair adjourned the meeting.

Next meeting – September 18, 2013 (Annual General Meeting)

Action Item Log <i>Completed items are shown in italics. The month the action item was first recorded in shown in brackets.</i>		
	Lead	Due Date
<i>Kim to assess staff interest in taking</i>	<i>K. Power</i>	<i>October 2012</i>

WoodroffeCouncil@gmail.com	<i>Parents at large</i>	<i>May 2013</i>
<i>Kim to provide Katherine with key Board</i>	<i>K. Power</i>	<i>June 2013</i>
Council seeking a CRA Tax Coordinator. Interested parents to contact WoodroffeCouncil@gmail.com (October 2012)	Parents at large	As soon as possible
Parents to provide ideas for play-yard renewal beyond the primary play structure. Please contact wapsCouncil.playyard@gmail.com (October 2012)	Parents at large	No date provided
Expressions of interest being solicited for 2013-14 School Council Executive positions and possibly leads for specialized sub-committees (if approved). If interested, please contact Chair. (May 2013)	K. Cole	June 2013
Volunteers sought for Staff Appreciation Breakfast (May 2013)	Parents at large	June 2013
Volunteers being sought to hold potential Kick-Off event at the beginning of next school year. If interest, please contact Chair (June 2013)	Parents at large	Summer 2013
Volunteer to sit as a community representative for the School's planned anti-bullying committee. If interest, please contact the Vice-Principal (June 2013)	Parents at large	September 2013

Forward Agenda:	Lead	Meeting
Draft 2013-14 Budget	K. Cole	June 2013 Pushed to September 2013
Proposed Changes to School Council Constitution	K. Cole	June 2013 Pushed to September 2013
Play-yard Renewal	TBD	TBD