



## Central Public School: School Council Meeting Minutes

Wednesday, September 25, 2024

*"The focus of a School Council is to improve student learning, achievement and well-being and enhance the accountability of the education system to parents."*<sup>1</sup>



<ul style="list-style-type: none"><li>- Meeting began at 6:05pm</li><li>- In attendance: Meagan M, Heather D, Kim F (principal) Jackie P, Lily M, Christine M, Christine, Jo, Charlotte, Sarah, Laura C.</li><li>- Intros for new members</li><li>- Motion to accept June 2024 meeting minutes and seconded</li></ul>	5 min
<p><b>Elections: CHAIR, SECRETARY, TREASURER</b></p> <ul style="list-style-type: none"><li>- Review positions - Chair, Secretary, Treasurer</li><li>- <b>Chair/Co Chair</b> - vote to be held next meeting in Oct</li><li>- <b>Secretary</b> - Laura C self nominated - Unanimous consensus</li><li>- <b>Treasurer</b> - Jackie P self nominated - Unanimous consensus</li></ul>	10 min Kim
<p><b>Principal's Report</b></p> <ul style="list-style-type: none"><li>- great start to the year -very positive</li><li>- spirit wear is back and orders due by oct 10th. Council/office to purchase shirts for those with financial concerns again this year</li><li>- office fundraising \$ going toward presentation in Nov - Saidat show that was also here last year and was well received</li><li>- NFL – new requirement for School Council to contribute 20% due to organizations having financial difficulties with lack of donors. online donation link to be added to school day to any families that want to contribute specifically to central NFL</li><li>- we don't know yet what 20% is - how much \$</li><li>- will tie this into a school learning improvement plan (SLIP) with grade 6s to take over part of NFL - fill bags on mondays, collect fridays and if need replenishing through the week, grade 6s will coordinate. Grade 6s will track what is being used -and make a project out of it</li><li>- Perishables will be kept in the office fridge and the school council is responsible to check the NFL room and order the grade 6 class to take care of the day to day. Jackie P volunteered to be responsible for ordering and inventory- check any allergies in classes (eg eggs, sesame seeds )</li><li>- office updates - reminder to council on purchases - must be bought through a board approved vendor. Contractually based with school board</li><li>- if no board approved vendor and you bought items for reimbursement - need a "clean" receipt - items must be on their own (not bought with other things) and the original</li><li>- if cash is used/collected - 2 people need to count the money and the money can not leave the school. you can not reimburse yourself through funds made that night - must go through the office for audit purposes</li><li>- school day post - please write out what is needed so heather M can copy and paste into school day</li><li>- If we have someone coming in for an event (balloon animals, face painting) they must have a HST # to properly invoice. some small businesses under 20k dont require an HST # - kim to double check</li></ul>	20 min Kim

<sup>1</sup> [https://www.wrdsb.ca/wp-content/uploads/school\\_council\\_chairpersons\\_handbook.pdf](https://www.wrdsb.ca/wp-content/uploads/school_council_chairpersons_handbook.pdf), page 11

<b>Financial Update:</b> <ul style="list-style-type: none"> <li>- current funds - \$17,494.72 total in account</li> <li>- sound system for Gym - agreed this was still our fundraising goal</li> <li>-</li> </ul>	10 min
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<b>Annual Items:</b> <ul style="list-style-type: none"> <li>- <b>Legacy Items Review:</b> expenses that council voted to provide funding to annually</li> </ul>					15 min
<b>Equipment</b>	<b>Nutrition For Learning</b>	<b>Funding for field trips</b>	<b>Grade 6 Graduation</b>	<b>Annual Legacy Items Financial Commitment: (Approx.)</b>	
Replenish each year. \$50 per classroom. 12 classes. (one in fall and one in spring) Total approx. Kindie want \$100 once - council fine with that	Funds to stock NFL pantry for classes before NFL officially starts up in September / January <b>will depend on \$ needed and how many donations are received</b>	\$5/ student 1 trip per year per class	<b>\$12/student</b>		
<b>\$1200</b>	<b>~ \$500</b>	<b>~ \$1000</b>	<b>\$300 (for 25 students)</b>	<b>\$3000+</b>	
<ul style="list-style-type: none"> <li>- Gaga Pit Annual Maintenance - none required so far - mr barbosa to check structure</li> <li>- Teacher funds for classroom supplies - check meeting mins for last year amount = <b>\$150 per classroom pre approved for teachers to use for needed items</b></li> </ul>					

<b>Review of Surveys from Meet the Teacher night</b> <ul style="list-style-type: none"> <li>- 10 new interested members from this event</li> </ul>	10 min
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<b>School Council Initiatives</b> <ul style="list-style-type: none"> <li>- <b>Pizza Lunch:</b> starting October 9th – Lily organizing volunteers - sarah, laura and charlotte</li> <li>- <b>NFL Helpers:</b> Jackie checking inventory and doing ordering</li> <li>- <b>Booster Juice:</b> start October 17th - 3rd Thurs of each month – Laura organizing</li> <li>- <b>Popcorn Sales:</b> start October 8th - 2nd tues of each month - Katie can still order - 2 volunteers each month. Jackie to help oct 8. dill, butter, white cheddar, sweet and salty - gone up 3cents a bag</li> <li>- <b>Strong Start:</b> up and running. 2 volunteers in training. all need vulnerable sector check. Joyce Chapman organizing volunteers</li> <li>- <b>Movie Night</b> - plan for 3 or 4 nights - need to confirm date?</li> <li>- <b>Redhawks Hockey Game</b> - Oct 19th confirmed - skate with the hawks - laura getting tickets printed</li> <li>- <b>Craft Night and Bake Sale</b> - need to confirm date?</li> <li>- <b>Math Night</b> - need to confirm date?</li> <li>- <b>Dance Party</b> - February 14, 2025</li> <li>- <b>Mayfair</b> - Thursday May 15, 2025</li> <li>- <b>Meagan to check if Krispie Kreme date for this year possible</b></li> <li>- <b>Sarah to check info on Mitchells soup fundraiser</b></li> </ul>
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<b>Fundraising (ongoing):</b> <ul style="list-style-type: none"> <li>- <a href="#">FlipGive</a>: online shopping/digital gift card purchases that pay a percentage of the sale back to school council. FREE to use!</li> </ul>	5 min
<b>Other Items:</b> <ul style="list-style-type: none"> <li><b>**Kim to order table and chairs for Mayfair** tell kim how many we ordered last year</b></li> <li><b>** check when movie license expires **</b></li> <li>- meeting dates - agreed on the below dates - no march date due to falling on march break</li> <li>- <b>all 2nd Wed: Oct 9, Nov 13, Dec 11, Jan 8, Feb 12, Apr 9, May 11, Jun 11 (potluck)</b></li> </ul>	5 min
<b>Tabled for Next meeting Summary, Questions &amp; Closing</b> <ul style="list-style-type: none"> <li>- dates for council events - ran out of time</li> <li>- Meeting over at 7:47pm</li> </ul>	2 min



## Expectations of School Council Members:

- Consider the best interest of all the students
- Be guided by Central's and WRDSB's goals and priorities
- Encourage a positive environment in which individual contributions are encouraged and valued
- Treat all other members with respect and allow diverse opinions to be shared without interruption
- Limit discussion at school council meetings to matters of concern to the school community as a whole
- Use established communication channels when questions or concerns arrive
- Maintain the highest standard of integrity and respect the personal integrity of each member of the school community
- Act within the limits of the roles and responsibility of a school council, as identified as the school's operating guidelines, the school board, and the Ontario Ministry of Education
- Acknowledge democratic principles and accept the consensus of the council
- Respect the confidential nature of some school business and respect the limitations this may place on the operation of the school council
- Promote high standard of ethical practice within the school community
- Declare any conflict of interest and not accept any payment or benefit financially through school council involvement