

Wilkinson School Community Council –11 November 2013 – Approved Minutes

| | | |
|---|---|--|
| Next Meeting: 09 December 2013 | 11 November - Agenda: 1. Minutes (Sept and Oct 2013) 2. Approval Of the Agenda 3. Committee Resignation 4. Project Neutral – Eco Initiative 5. Principal’s Update 6. Dandyllion Update | 7. Budget 8. Constitution 9. New funding requests 10. Committee Reports 11. Other Business <ul style="list-style-type: none"> • Cloths Swap |
|---|---|--|

| Attendees: | | | | Y = Attend | R = Regrets | G = Guest | M = Missing |
|------------|-------------------------------------|---|--|------------|-------------------|-----------|----------------------|
| Y | Ruby Lederman – Chair | Y | Manpreet Chana, – (Dandyllion Representative) | R | Raihana Ingar | G | Erica Cameron |
| Y | Erin Vaillancourt – Vice Chair | M | Adriatik Alimerkaj | M | Leanne Jeans | G | Carmen Doyle |
| Y | Jill Spellman – Secretary | M | Sabmam Bharuchi | R | Kris Kearns | G | Rob Jefferson |
| Y | Sharon Hennessey – Treasurer | Y | Laura Bullard-Brezovsky | Y | Bruce MacDonald | G | AnnaBelle Lougheed |
| Y | Allan Kelly – Principal | Y | Angelina Diassiti | Y | April Moon | | Emma Reid (Resigned) |
| Y | Yasmin Buhariwalla – Vice Principal | Y | Paul Dobson | R | Deanna Rosolen | | |
| Y | Batya Levy – Teacher Representative | Y | Sarah-Jane Gillespie | Y | Paula Weekes Kahn | | |
| R | Susan Jim – Teacher Representative | Y | Alison Howson | | | | |

| # | Topic/Issue | Status/ Action | Who | When |
|---|-------------|--|-----|------|
| 1 | Minutes | Approval of September and October 2013 minutes. <ul style="list-style-type: none"> • September was approved by Paul Dobson and seconded by Paula Weekes Kahn. • October was approved by Sarah Jane Gillespie and seconded by AnnaBelle Lougheed. | | |
| 2 | Agenda | No conflicts of interest regarding the meeting’s agenda were declared. The agenda was moved by April Moon and seconded by Jill Spellman. “The agenda for the 11 November 2013 meeting is approved.” - CARRIED | | |

Wilkinson School Community Council –11 November 2013 – Approved Minutes

| | | | | |
|----------|---------------------------|--|--|--|
| 3 | Principal's Update | <ul style="list-style-type: none"> • All-Day Kindergarten – liaison with Dandyllion; presentation planned for New Year (January or February, likely at a council meeting); regular updates will be provided throughout the year. • Health & Safety meeting took place on November 6; covered Wilkinson and Dandyllion grounds. Work orders have been submitted if they had not already been flagged. Next meeting is January 14, 2014. Carmen Doyle asked Allan Kelly to confirm the walk around area; specific concerns directed toward ice accumulation during winter; Allan Kelly reassured that caretaker would be more proactive for this year. Alison Howson inquired if drainage issues are the problem; Allan Kelly confirmed that this is an issue as the area has been graded but no real difference is seen. The ongoing situation is being monitored. Manpreet Chana also asked for confirmation re: lighting in the area. April Moon inquired re: security buzzer at Dandyllion; Allan Kelly confirmed both items are underway. • Extended French Night on November 21. • Winter Concert is December 12. • Volleyball Tournaments are underway – basketball and hockey to start up. • Co-op students are in the classroom right now under the supervision of the teachers. Allan Kelly states a great working experience for these co-op students which benefits all concerned. | | |
| 4 | Dandyllion Daycare Update | <ul style="list-style-type: none"> • Manpreet Chana reported that Haunted and Fun House was a huge success. Dandyllion would like to welcome the great Wilkinson community in 2014. • Working full steam ahead in regards to Full Day Kindergarten; more information soon; looking forward to building a strong relationship with Wilkinson. | | |
| 5 | Treasurer Report - Budget | <ul style="list-style-type: none"> • The budget acknowledges final payment installment on risers as well as the JK/SK play structure. These were two large purchases made in prior school years. Council Funds had been put aside over a couple of years in order to purchase these items. • In the draft base budget put forward, there was no new funding listed; Assumptions made for the draft budget were conservative. • Assumptions made for the fundraisers [driven by leads] are conservative. • Mabels Labels and Donate Naturally stays at zero – can't rely on consistent fundraising from these initiatives. • Direct Donations made last year in 2012/13 were \$900, significant decrease from the \$2300 in 2011/12 year; April Moon mentions that this will be discussed further in the Fundraising Committee section of the meeting. • With the draft budget, expecting a net income at end of year of \$11, 800. • Current balance is approximately \$12K. • Council always has a big financial outlay at the end of the year when School administration and Council reconcile amounts owed between the two accounts. • Council is to consider how to spend revenues over the course of the school year. Paula Weekes Kahn states that it is important to keep in mind that the aim is to spend the money that we acquire. These funds should be spent as we are a non-profit organization that should have | | |

Wilkinson School Community Council –11 November 2013 – Approved Minutes

| | | | | |
|--|--|---|--|--|
| | | <p>very little carry-over. The exception is when the Council identifies a large purchase that will take a couple of years to fundraise for. They are then able to acknowledge the objective and carry revenues over between years in order to save for the purchase.</p> <ul style="list-style-type: none"> • Ruby Lederman stated that it is only after we approve the base budget that we can start to envision the future plans after the approval of the draft budget. • Rob Jefferson wants to know if some items are not listed; asks is this is the time to bring forward questions; Ruby Lederman reiterates that we look at the first section of the draft budget (standard items from year to year) and then have the bigger discussions. Allan Kelly confirms that each committee may also request monies throughout the year. Carmen Doyle asks if there is a deadline or is the budget a living document and when is it set in stone. Ruby Lederman confirms that some set expenses are listed but new funding requests are encouraged throughout the year. • Rob Jefferson asks if there are operational expenses. Sharon Hennessey points out what line this is. • Carmen Doyle asks about the Emergency Fund. Erin Vaillancourt and Ruby Lederman confirm that Allan Kelly knows the funds are available. Allan Kelly confirms fund will likely be used this year due to the Island School trip. • Wil-Kitchen. April Moon provides background: PRO grant a few years ago to bring the community together. (Themed nights, free of charge, to build community relationships. Made, eaten, and cleaned up all in the one night. “Break bread together.”) Wil-Kitchen model is used also for Fun Fair International Food Tent. RL proposes an increase in Wilkitchen budget of \$600 for 2 sessions. The first one could be holiday cookies. (December 4 or 18). Paula Weekes Kahn states that we had Healthy Eating Workshops last year instead of WilKitchen. Carmen Doyle asks where the funding is and Sharon Hennessey indicates line entry. • Paul Dobson asks about the Field Trip Subsidy. Ruby Lederman confirms that this is the time to increase the subsidy if needed. April Moon asks if there have been stats on how many field trips for each child; are the funds used? Allan Kelly says that more money would mean more field trips and less expense for parents. Sharon Hennessey asks Allan Kelly that lack of funds means that teachers aren’t planning trips. Erica Cameron says that it is most often used to reduce the cost to each family. Allan Kelly says that it should allow one additional field trip and lower the cost. AK says that whatever the council gives the school it will be used. Carmen Doyle worries that this will set a precedent, that in subsequent years the council will not be able to support this higher amount. Erica Cameron states that it is understood that there will not be an expectation that budget amount this year will remain the same for subsequent years. Ruby Lederman proposes increasing Field Trip Subsidy from \$5 per child to \$7 person. • Arts Programming – Carmen Doyle would like to see more. April Moon states that the current budget works well getting the auditorium space and getting the classes in together. April Moon states that it is tight getting the performances in, so maybe not more but a different caliber of performances would be the benefit of increased funding. Carmen Doyle asks why science gets more than arts in the school. Allan Kelly commits money to arts as well (to balance this out) so other arts performances are funded by Wilkinson administration. Erica Cameron would rather | | |
|--|--|---|--|--|

Wilkinson School Community Council –11 November 2013 – Approved Minutes

| | | | | |
|---|----------------------|--|--|--|
| | | <p>have artists in the classroom versus in the gymnasium. Erica Cameron states that other schools have artists in the school similar to scientist in the school. Paul Dobson suggests that this falls under Arts Programming Committee. Allan Kelly suggests that funding requests could be done on an ongoing basis. Any additional monies that are needed can be requested. Paula Weekes Kahn confirms that the draft budget being discussed is a living document, it will be amended. Ruby Lederman proposes to increase by \$1000.</p> <ul style="list-style-type: none"> • Teacher Appreciation Lunch / Dinner: Keep at \$500. Ruby Lederman suggests moving this to Parent Teacher Interview night vs a breakfast. • TDSB Permits – Sharon Hennessey states approximately \$50 cost per event worked into the expense. These are “net new expenses”. Allan Kelly states that we have a certain number of caretaking days to bring down the costs. Allan Kelly stays the cost is nominal. • Ruby Lederman proposes a decrease in revenue for Fun Fair to \$24K to be in line with what was brought in last year. • <i>Paul Dobson motions to approve budget and Sarah Jane Gillespie seconds the motion. Budget CARRIED</i> | | |
| | Constitution | <ul style="list-style-type: none"> • New members: Ruby Lederman will propose an amendment to allow new membership. • Members who do not attend meeting: Ruby Lederman says we cannot add instructions within the by-laws. However a member can resign. • Resignation: Ruby Lederman reports that Emma Reid has resigned for personal reasons. • Jill Spellman states that other members of our community can propose changes to the constitution but this will need to be done 15 days before a designated meeting in which amendments will be voted on. • Rob Jefferson states that it is difficult for new families to feel involved as they enter Wilkinson, that there is a lack of information provided. Allan Kelly states that information is provided at the point of enrolment or at the point of registration. Ruby Lederman mentions that there is a council rep in the JK registration. | | |
| 6 | New Funding Requests | <ul style="list-style-type: none"> • Allan Kelly Outside Sign Board – possible project for future; Paul Dobson asks for more information. Allan Kelly to bring some options with pricing to a future council meeting. • Carmen Doyle – Asked if there were monies set aside for FDK transition? AK and PWK confirm that council funds cannot be used for cleaning, painting, etc. CD asks if the school has money set aside for Full Day Kindergarten. Manpreet Chana states that all the equipment should be in situ. Allan Kelly says that it is more of a child care issue. • Erin Vaillancourt – suggested funding might go to re-paving the ball hockey court. Allan Kelly would like to get asphalt out altogether replaced with [potentially] astro-turf. • Jill Spellman – mentioned future funding request for plaque for tulip tree. • Paula Weekes Kahn – reminder for committees to bring forward funding requests as and when needed. | | |

Wilkinson School Community Council –11 November 2013 – Approved Minutes

| | | | | |
|----------|--|--|--|--|
| 7 | Community Eco Initiative – John Scully | <p><u>Project Neutral</u>: Household Carbon Footprint Survey</p> <ul style="list-style-type: none"> • Running in Riverdale and Junction, to raise awareness of carbon footprint • School competition – complete survey • Last day to complete the survey is December 1, 2013 • School with most surveys complete is the winner gets \$500 towards eco-initiatives • AK confirms that the school name can be added to the drop down menu to enroll in the competition. • | | |
| 8 | Formalizing Committees | <p>Parents Reaching Out School Council Grant Committee</p> <ul style="list-style-type: none"> • The following have offered their membership: <i>Carmen Doyle, April Moon, Deanna Rosolen, Paula Weekes Khan.</i> • Has not met. To liaise with Education Committee. <p>Arts Programming Committee</p> <ul style="list-style-type: none"> • The following have offered their membership: <i>Paul Dobson, Natalie Kauffman, Bruce MacDonald, Deanna Rosolen</i> • Has not met. <p>Communications Committee</p> <ul style="list-style-type: none"> • The following have offered their membership: <i>Catherine Hewlett (Zikkovitz) , Alison Howson, Rob Jefferson, Deanna Rosolen, Erin Vaillancourt</i> • Has not met. <p>ECA – Extra Curricular Night Committee</p> <ul style="list-style-type: none"> • Was noted in the Principal’s update. <p>Education Committee</p> <ul style="list-style-type: none"> • PRO grant will feed into the Education Committee mandate. • The following have offered their membership: <i>AnnaBelle Lougheed, Raihana Ingar, Bruce MacDonald, and Jill Spellman.</i> • AL reported that she would like to see the mandate include special education in order to support special needs families. PS shared that Dandy Lion Daycare has a list of contacts that can be shared and will liaise with AL. • Has not met. To liaise with PRO Grant Committee. <p>Fundraising Committee</p> <ul style="list-style-type: none"> • The following have offered their membership: <i>Angelina Diassiti, Alison Howland, Raihana Ingar, Ruby Lederman, April Moon, Erin Vaillancourt</i> • Have met. Direct Donation needs to be encouraged but PWK reiterates that TDSB has its own date – check with administration for deadline; EV to find out. AM confirmed that spirit wear merchandise will be sold before end of 2013; will work with JMDS on this. AM mentions that a community cookbook could be an option early next year. AM states that the committee is thinking of holding a wine contest as a fundraiser in December? AM invites everyone to come to the committee with fundraising ideas. | | |

Wilkinson School Community Council –11 November 2013 – Approved Minutes

| | | | | |
|---|----------------|--|--|--|
| | | <p>Greening Committee</p> <ul style="list-style-type: none"> • The following have offered their membership: <i>Alison Howson, John Hykel, and Jill Spellman.</i> • Patrina Stathopoulos confirmed that Dandylion Daycare would like to continue to be involved all year round. • Has not met. <p>Safe & Caring Schools Committee</p> <ul style="list-style-type: none"> • <i>Teacher membership: Allan Kelly, Margaret Mahovlich, Katherine Wareham.</i> The following have offered their membership: <i>Yasmin Buhariwalla, Angelina Diassiti, Lisa Dimodugno, and Sarah-Jane Gillespie.</i> • Have met. <i>See Principal's Notes.</i> | | |
| 9 | Other Business | <ul style="list-style-type: none"> • Erica Cameron mentioned that there has been discussion among faculty to do a winter wear clothing swap; ties into the grade three curriculum, media literacy curriculum, and the eco schools initiatives. Ruby Lederman asked what support is needed. Erica Cameron stated that they could benefit from people helping to organize the articles of clothing by size and to communicate the message out. Allan Kelly states concert night may not work, better to tie it with Wil-Kitchen. April Moon says that this could be publicized at Movie Night. Jill Spellman reminds that there is a need for newsletter content asap. | | |
| | Adjourned | <p>It was moved by Paul Dobson and seconded by Angelina Diassiti.</p> <p>“That the meeting be adjourned at 8.01 pm” – CARRIED</p> | | |

| | |
|---------|-------|
| Signed: | Date: |
|---------|-------|