



2016-2017 Wilkinson School Community Council October 17, 2016

Meeting Minutes - Approved

The 2015-2016 Chair, Erin Vaillancourt called the meeting to order at 6:30 pm.

Agenda

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| 1. Approval of October Agenda | 4. Committee Updates <ul style="list-style-type: none">- Elections- Budget Approval- Movie Night- Fall Fest- Permits | 5. New Business <ul style="list-style-type: none">- Cafe Press- 2016/2017 Meeting Dates- Funding Proposal |
| 2. Approval of September Minutes | | 6. Adjournment of Council Meeting |
| 3. Principal's Update | | |
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Attendance

Present:

Allan Kelly (Principal)	Raihana Ingar
Yasmin Buhariwala (VP)	Rob Jefferson
Erin Vaillancourt (Outgoing Chair)	Paula Kahn
Dan Dumistrescu (Outgoing Vice Chair)	Safran Lafeer
Shanna Breslin (Outgoing Secretary)	Lilian Ling
Sharon Hennessey (Outgoing Treasurer)	April Moon
Manpreet Chana (Dandyllion)	Brenda Ohngemach
Angelina Diassiti	Michela Pasquali
Carmen Doyle	Julia Warrender

Regrets:

Kris Kearns

Absent:

1. Approval of October Agenda

- Rob and Angelina approved.

2. Approval of September Minutes

- Angelina and Lilian approved.



3. Principal's Update – Allan Kelly

- Facilities: a safety walkabout was done.
 - We will be painting areas on the first floor and stairwells, the gym and outside of the gym as well as the eaves.
 - The Wilkinson sign on the wall in the gym will be redone.
 - Dandy Lion will be getting some work done to repair the outside of the building, including eaves and window sills.
 - The Health and Safety Committee will have its first meeting in November.
- New staff member: Mr. Bennet will be replacing Ms. Gitlin temporarily half-time.
- Roots of Empathy: we will be starting this [program](#) for Grade 5 students
 - The program is an evidence-based classroom program that has shown significant effect in reducing levels of aggression in school children by raising social/emotional competence and increasing empathy.
 - This program revolves around classroom visits by a neighbourhood parent and infant (family), in this case Mme. Barbier and her new baby.
 - A classroom instructor coaches students to observe the baby's development and feelings according to nine themes. Each theme involves three classroom visits by the instructor (a pre-family visit, family visit and post-family visit).
- School Statement of Needs: A report created by Council that the superintendent/Board use to choose new administration in the event of a replacement being needed.
 - We need to edit it and submit by October 31 > *Shanna to send out for input.*
- Evacuation Plan: in the event of a disaster that requires evacuation, our students will be evacuated to Holy Cross School (north on Donlands)
 - Students gather at the north end of the property and are walked over to Holy Cross.
 - We are the evacuation site for Earl Grey
 - There is no system to send out messages to the parents > *Allan will look into the feasibility of texting Julia in such an event so that that communications team can send an email out to school families.*
- IT spending update: Apple TVs are coming in and are being installed in the classrooms around the building.
 - This is in addition to the iPads and Chromebooks which were purchased last year.



4. Committee Reports

Committee members provided an update of upcoming and ongoing initiatives.

Elections - Executive and New Members

- Succession: in the past, the Chair and Vice have stepped down at the same time. Is there a succession plan for the future? At this point we haven't had many people interested in Executive positions so it's difficult to train people to take over.
- Suggestion to entice new people to join Council in order to get more people involved > we will discuss succession in the future.
- Motion to elect the following to Executive positions for the 2016-2017 school year:
 - Chair > Angelina
 - Vice Chair > Dan
 - Treasurer > Carmen
 - Secretary > Shanna
- *Motion carried.*

Budget Approval: Sharon Hennessey

- Proposed budget is based on spending trends > Council worked to adjust certain line items to align them with actual spending in those areas over the last number of years.
 - E.g., certain areas were bumped up to account for increased costs of food, permits and supplies and other budget areas were decreased because actual spending has never reached the allotted budget.
- Because of the technology spending both last year and the budget for this year, the Council does not have a lot of excess funds this school year.
- Note that this year's tech budget of \$17,000 will be transferred at the end of the year (after everything else has been spent and reconciled).
- Motion to approve budget: *carried.*

Movie Night - Erin Vaillancourt

- September's Movie Night was well attended and organized. We raised about \$1600 > a successful evening.
- We have switched movie vendors to get better movies.
- Movie night will continue this year and we'll discuss the program's future at the end of the year unless a discussion is needed before then.



- *Reminder to parents: children need to be supervised by an adult and cannot attend alone. Committee will continue to make announcements about this.*
- *Adult volunteers are always needed for Movie Nights > please contact the committee or Council email if interested.*

Fall Fest - Brenda Ohngemach

- This Sunday is Fall Fest > an event to celebrate the season and build community ties.
- Activities: selling pumpkins/apples, carving demos, bake sale, costume swap, selling coffee/cider and halal hot dogs, local vendors to rent tables, children's activities, Menchies.
- We are hoping that this will be the first annual Fest (to be continued yearly).
- Monday morning we need help bringing the tables and chairs back into the school > *We need 5 adult volunteers. Contact April if interested.*

Permits - Julia Warrender

- The basics of permits for meetings and events at the school:
 - Booking permits require 3 weeks minimum notice (TDSB rules).
 - Example of cost: using the gym for a 5-hour event is \$123 (classrooms are slightly cheaper) > cost should be accounted for in event budget.
 - Changes or cancellations cost \$10 each > if we cancel with less than 7 days notice, we get no money back.
 - Permit holder needs a copy of the permit at the actual event
- Please be aware of these rules when asking for permits > ask in advance and double check dates.
- If using the school for meetings between 3-6pm, no permit is needed, but the school administration needs to give permission.
- There is no charge for permits for Council meetings when the Principal/Vice Principal are in attendance.

5. New Business

Cafe Press Wilkie Store: Julia Warrender

- We have set up an online store using CafePress for Wilkie merchandise > see last month's minutes for details on this. <http://www.cafepress.ca/wilkinsonschoo>
 - Allows people to buy as they wish > school does not have to pay for anything or buy and hold inventory.



- If we need to purchase high volume for school activities, we would use another avenue
- The mark-up is very small to keep costs down, but base price is set by CafePress and cannot be adjusted.
- Motion to launch and send this out to the community: *carried.*

Date Of Council Meetings:

- Meetings are usually the first Monday of every month > will continue this unless there is a conflict.
- March and December are usually poorly attended > suggestion to skip those.
- Suggestion for daycare to send their meetings to Chair of Council to make sure that there are no issues with double booking
- *Shanna to send meeting dates to Council members.*

Funding Proposal (Ms. Currie): Erin Vaillancourt

- Ontario Arts Council Dance workshop. 5 hours for dance instruction per class. Rooms 10, 13, 14, 27. All instruction takes place in the school during school time.
- Ms. Currie is asking for \$350 from Council, Ontario Arts Council covers the remaining \$1250.00 of artist's fee.
- Program was covered last year but is not a recurring line item in our budget.
- Four of the six classes have already taken place > payment is needed by the last performance date of October 24.
- Motion to approve: *carried. Carmen to take care of payment.*

Health and Safety Committee:

- We need another parent to join the committee > *Shanna and Angelina.*

Wood Car Derby: Rob Jefferson

- The tentative date is set for Friday, February 24th.

6. Council meeting adjourned at 7:58pm.

The next meeting of the 2016-2017 Council will be held on Monday, November 21st, 2016 at 6:30pm in Room 3.