

## DRAFT

### **Kimberley Junior Public School Parent Council Meeting #2 - October 29, 2018**

Chris Van Hoeijen, Lillian Hanson, Jenn Penikett, Patti Myers, Kate McColeman, Rebecca Hart, Megan Meeds, Bruce Burley, Deirdre Crampton

1. Welcome
  - Megan welcomed all to the meeting
2. Minutes from September, 2018 meeting:
  - approved - (moved by Megan, seconded by Deirdre)
3. Review/Approval of School Statement of Needs
  - Rebecca completed the School Statement of Needs and reviewed it
  - KJPS did their own this year as it was completed with BAS last year. It was amended to take out BAS needs
  - Lillian noted that KJPS has a lot of parent/community involvement and that she feels she has a really good and close relationship with students where they feel welcome to visit her in the office
  - Rebecca to finalize the document and send to Lillian.
  - Lillian already submitted the names of the new executive to the Board
  - Lillian has also taken care of the insurance needs
4. Review/Approval of 2018-2019 Budget and Spending
  - Reviewed the focus for the year - to further enhance overall student and community wellness
  - The purpose of a school council, is through the active participation of parents, to improve pupil achievement and enhance the accountability of the education system to parents.
  - We expect to use our annual operating budget (\$27000) and surplus. We expect to raise these funds through similar campaigns as 2017-18 with some changes.
  - A survey was sent to the teachers and we received great feedback. With the surplus and fundraising efforts we will likely be able to fulfill the requests.
  - We would also like to strengthen community and diversity. Pumpkin Night was an example of this to allow parents to meet each other
  - Megan wanted to ensure our Syrian families felt included in activities and Lillian felt they understood basic English and could be invited personally. Also the ESL teacher Ms. S could also work with the kids on any flyers to take home to parents. Chris noted that the children themselves are great advertisers for events as they talk about them with each other.
  - Jenn P reviewed Budget, everyone has a copy and once approved will be uploaded online to the website
  - 2018-19 will be similar to last year however we will not be doing as many fundraisers that require a lot of parent volunteer hours. Plus we have a surplus.
  - Budget committee met 3 times to discuss
  - More money was added for Technology
  - We added one more Prologue Play for a total of 5 plays (KJPS Council to pay for 3, BAS to pay for 1 and the school budget is paying for 1 that has an Indigenous focus for grades 3 and up).

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- We did not get the grant for Healthy Family Night due to provincial government spending freeze.
- Movie nights will likely be net budget and not raise as much money
- We still need a few more volunteers for Movie Nights
- Pumpkin Night just covered the costs
- Jimmy is working on the soccer nets for outset that will not be permanent to the field. BAS has approved \$250 in support of the nets.
- iPads - we have purchased 4 new iPads, 4 new covers, 2 replacement covers and an adapter
- Outdoor Bulletin Board - Kate researched options and found Grand and Toy 2x3 Outdoor bulletin Board to be the best solution, including the cost. Discuss re how to install. Lillian asked the the Bulletin Board be purchased first and once it is shipped she will put in a work order. We do not need to pay for the work order. Payment of the Bulletin Board to be worked out between Lillian and Megan. It will cost approximately \$700. Bulletin Board to be affixed to brick wall facing parking lot.
- Artists in the School - Megan in early talks with TDSB Creates. We would like to add a visual arts component. Lillian advised that the school cannot install anything to the walls, but if they wished to paint directly on the wall, that was okay. There was discussion on some ideas: kids create art where it becomes a fundraiser that parents buy/auction, art on the fences on Main or street parking (no idling etc), class project to be auction off. We are looking for parent volunteers in the art industry that could help support these ideas. Deirdre to put a call out to parents for volunteers.
- Kindergarten yard - BAS has already put some money into buying things for the yard. We will need to talk to BAS about what they've already purchased and see what is still required.
- Operation budget of \$37,000 this year (due to surplus) with a \$2000 carry over
- We normally have a \$27,000 operating budget
- Next year is an negotiation year which may affect extracurricular activities
- Track - yes, we can save money for a long term project. Would likely require a 10-20 year plan to raise money for a track. Discussed that it is more likely that we can just improve the track and make it safe, as opposed to funding a large scale new and improved field. It was discussed that the gravel from the baseball diamond is on the track making it very slippery. Lillian to see if this is a Health and Safety issue and see what solutions there may be. We are worried that the Board will advised to just not use the track. Is it possible to get the diamond resurfaced with dirt instead of gravel?
- Confirmed we are spending \$15 for field trips
- Budget amended
- Budget approved (moved by Rebecca, seconded by Bruce).

### 5. Update on Fundraising Activities

- Megan is completing the Direct Donations Letter
- Will continue with most fundraising activities as in the past
- Dance-a-thon - Lillian feels that Mr. E would likely continue with this event in the absence of Bev.
- Farm Fresh - only raised about \$400. Will continue with this in the future
- Grade 6 Bake Sale - we need grade 6 parent(s) to volunteer for this and take the money raised and use it for the Grade 6 graduation. Winter concert is December 11

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- Movie Nights - will continue with at least 1 movie night but still need volunteers. Will keep it simple with pizza, fruit/veggies and maybe popcorn. We have a license for movies but cannot charge admission. Can only charge for food or accept donations. Ask Centre 55 if we can borrow their popcorn machine.
- Healthy Family Night - Tentatively booked for Monday January 21, 2019. Lillian will be on site therefore do not need a permit. We have access to a Public Health Nurse
- Pizza Lunch - went very well
- Spirit Wear - Jenn P to have an update for next meeting
- What has been accomplished in September and October: Farm Fresh, School Statement of Needs, 3 budget meetings, pizza lunch, munch a lunch, teacher survey, permits, snack & yogurt, hot lunch support, pumpkin night, learning new roles and signing authority

### 6. Teachers Report - Chris

- Thank you from all the teachers for the classroom enhancements, buses for cross country and track and the prologue plays

### 7. Principals Report - Lillian

- Barb was the successful OA candidate for Adam Beck! Congrats to her but will be missed! Lillian will be hiring someone for the position.
- Lillian is working with Centre 55 and the CLP on having a bunker out back for them to store their outdoor toys/activities and other things that are taking up space in the school. They need to figure out a good location that does not cause safety concerns.
- Movie license has been renewed
- Lillian sent home a notice to parents about "adult traffic" in the school. She noted that although she'd like parents to feel welcome in the school, we need to balance student safety. Absolutely no adults (other than school staff) to be on the second floor. ALL volunteers, visitors regardless of why you are in the school needs to sign in at the office and wear a tag. Parents are to not to cut through the school to get to the back yard or back through to the front. Please walk around. Lillian has changes some of the school procedures to help with safety, including she stands in the foyer at lunch time, care takers lock the doors and do a tour of the school including checking washrooms. It was noted that no child has been harmed, but there was an intruder in the school and a laptop was stolen during the day in September. No one saw anything.
- Remembrance Day assembly to be held on November 9. All kids will get a poppy but will be asked to donate a coin. A letter will be sent home asking for donations.

### 8. Other Business - Megan

- Direct Donation Letter to be done by November 1
- Megan and Deirdre to work on website adding minutes, budget and bank statements
- Calendar to be updated on the website. Megan did a calendar with all events for the year, wondered if we could create a google calendar to share with all parents
- We have not confirmed the Spring Fair yet, need to talk to Centre 55
- Discussion on having better communication with BAS regarding community events
- There will not be a meeting in December
- Megan and Rebecca to look at By-Laws in November
- Megan to do a one drive clean up and switch to google drive
- Work on volunteer recruitment, retention and management
- Work on a communication plan (FB, Twitter, website, newsletters, updates)

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Meeting adjourned - 7:55 pm  
Next meeting: November 26, 2018