Conestogo Public School Council Minutes: Thursday, June 12, 2014

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UPCOMING EVENTS

- **Next meeting - Council Annual General Meeting**: Thursday, September 11, 2014
- **FunFair**: Thursday, September 18, 2014
- **WRAPSC Meeting**: Tuesday, October 7, 2014
- **Parent Survey**: after Fun Fair 2014
- **Teacher Survey**: February 2015

ACTION ITEM SUMMARY

End-of-Year Gifts

- Purchase 10 end-of-year gifts for staff and departing teachers. – Deb
- Plaques for departing staff - Barb

FunFair Updates

- Volunteers to revamp the booth, work on design, details – Karen, Deb
- Donations – streamlining submissions with an online form – Barb, Deb

ProGrant – Math-Related School Event

- Application complete.
- University of Waterloo Centre for Education in Mathematics and computing http://cemc.uwaterloo.ca/ - possible resources here? Investigate – Natalie and Jane
- Ask teachers if they are interested in participating. - Principal

Student Voice initiative - grant

- http://www.edu.gov.on.ca/eng/students/speakup/index.html?utm_source=shortlinks&utm_medium=web&utm_campaign=bihi – Investigate for next year - Barb

S'Cool Life Fund - grant

- Grants for D.R.E.A.M.S. (Drama, Recreation, Extra-Curricular, Arts, Music, or Sports) http://www.scoollifefund.ca/ - Investigate for next year - Deb

Annual Parent Survey

- Scheduled to send out after the Fun Fair in September

Semi-Annual Teacher Survey

- Scheduled to send next one February 2014

WELCOME & GENERAL BUSINESS

Attendance

(✓ present, × absent/regrets. Parent Members must attend 7/10 – 70% of meetings to maintain voting privileges.)

Role	2013-14	Sep 19	Oct 10	Nov 14	Dec 12	Jan 9	Feb 6	Mar 5	Apr 10	May 8	Jun 12
Co-Chair	Barb Dowling	✓	✓	✓	✓	✓	✓	×	×	✓	✓
Co-Chair	Heather Cote	✓	×	✓	×	✓	×	✓	×	✓	✓
Secretary	Deb Jones	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Treasurer	Jane Martin	×	✓	✓	✓	✓	✓	×	✓	×	✓
Principal	Brian Beney	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Teacher		Mme. Larke	Leslie Donald	Carolee Fox	×	Kendra Platt	Shannon Brown	×	Kristina Culley	×	×
Parent Members (10)	Chris Sabean	✓	✓	✓	×	✓	×	×	✓	✓	✓
	Karen Hofbauer	✓	✓	✓	✓	✓	✓	✓	✓	✓	×
	Marsha Ferguson	✓	✓	✓	✓	✓	✓	×	✓	✓	✓
	Natalie Edery	✓	✓	×	✓	✓	✓	×	✓	✓	×
	Susan Wagler	✓	✓	✓	×	×	✓	✓	✓	×	✓
	Tim Alles	✓	✓	✓	✓	✓	✓	×	✓	×	×
Parent Volunteers	Celeste Alles	×	×	×	×	✓	×	×	×	×	×
	Aimee Leveck	×	✓	×	×	×	×	×	×	×	×
	Carolyn Rouse	✓	×	×	×	×	×	×	×	×	×
	Fiona von Kannen	✓	✓	✓	✓	×	✓	✓	×	✓	✓
	Florence Bray	✓	×	×	×	✓	×	×	✓	×	×
	Jaime Bickerton	✓	✓	×	×	×	×	×	×	×	×
	Jen Sellars	×	×	×	×	×	×	×	×	×	×
	Juli Chinnick	✓	✓	×	✓	✓	×	×	×	×	×
	Lori McCrae	×	×	×	×	×	×	×	×	×	×
	Melanie Thompson	×	×	×	×	×	×	×	×	×	×

	Meike	×	×	×	×	×	×	✓	×	×	×
	Monica Beal	×	×	×	×	×	×	×	×	×	×
	Sandra Clark	×	✓	×	×	×	✓	✓	×	×	✓
	Vanessa Harrow	✓	×	×	×	×	×	×	×	×	×
	Rebecca Hallman	×	✓	×	×	✓	×	×	×	×	×
	Shannon McTaggart	×	✓	×	×	×	×	×	×	×	×
	Laura Martin	×	×	×	×	×	✓	×	×	×	✓
Snacks		Juli	Susan	Karen	Natalie	Marsha	Jane	Heath.	Deb	Barb	Brian

Agenda – Review & Approval

Adjustments to Agenda:

- None

Agenda Approval (with revision noted) Motioned by:

1st: skipped due to attendance

2nd:

Minutes, May 8 – Review & Approval

Adjustments to Minutes:

- none

Minutes Approval (with revision noted) Motioned by:

1st: skipped due to attendance

2nd:

PRESENTATIONS

Principal's Report – Brian Beney

Final Weeks at Conestogo PS - Some upcoming events

- Jump Rope for Heart Event - June 13
- Grade 8 trip to Ottawa - June 18 - 20
- Junior Track and Field Regional Meet - June 18
- Volunteer Appreciation Tea - June 20 (8:15a.m. - 9:00a.m.)
- Report Cards sent home - June 23
- Grade 8 graduation dinner and ceremony - June 24
- Year-end assembly - June 25 (12:00p.m.)
- JK - 6 trip to the movies - June 26 / Last day of classes

Staffing Updates for 2014-15

- With the addition of FDK and our Before and After School programs the following additions to our staff will occur: 3 - DECEs, 1 – EA.
- As mentioned at a previous meeting, we are saying goodbye to 5 teaching staff at Conestogo. (The names of the staff members will be announced but not published until June 16th in a separate letter to the school community.)
- In addition, there are 2 positions that need to be finalized by the first week of July.
- Class lists will be posted on Friday, August 29th by 4:00p.m.

Before and After School Programs

- A general overview of the program is available on the wrdsb.ca website.
- Registration remains open throughout the year.
- A brief presentation highlighting the program was made to the Council.

Final Thoughts…

- On behalf of the entire staff I would like to extend my thanks for your partnership and support throughout this school year. This has been a year of changes, celebrations, challenges with the loss of family members, but most of all a great year of learning and growth for our students - your sons and daughters.
- I thank you for your ongoing support and commitment to this school and to everyone that makes CPS such a special place. We are truly fortunate and blessed to call Conestogo our home.
- I trust you will have a safe and enjoyable summer break and we look forward to our student's returning in September. Thanks.

Staff Meeting Report – Barb

June 11, 2014: School Council Presentation to the Staff by Barbara Dowling, Co-Chair:

- Thank them for the year in general.
- Thank those that shared at our meetings (very informative) and helped out at Fun Fair (coming up again Sept 18th – will post call for volunteers in the staff room in Sept).
- Thanks for their responses to the survey at the end of last year. (Has helped us know their thoughts and how we can work better together – will probably do another survey at the end of the next school year).
- Share our Council vision and mission.
- New communication tools; website posting of agendas and minutes; School Days – both still a learning curve on how best to utilize. Let us know if they would like the minutes emailed directly to them.
- Let them know we are available if they have an initiatives they want to do and need some extra hands.
- Requests for added funds can go through Brian to bring to the group and if larger items, like the gym equipment, then a presentation by the teacher to all of council would be nice as Jamie did.
- The School Annual report – verbal.
- Open for questions and feedback.

STANDING AGENDA ITEMS

Treasurer's Report – Jane

[see written reports]

Discussion:

- Board Report – September – June, did not match our balance.
- Reconciled the Board report with our reports.
- End-of-year gifts for staff and teachers leaving, $15-$20 each - Deb
- Plaques – Barb
- Adjust next year's budget higher.

NEW ITEMS

2014-15 Council Positions – Barb

- Chair – position is open.
- Treasurer – Jane will resign, Karen is willing to take the position.
- Secretary – Deb is willing to return if there are no other candidates.
- Members – Chris will return as Fundraising Chair. Susan will return for 2 more years. Fiona will return as a voting member.

2014-15 Budget Discussion – Barb

- Greenhouse – Remove.
- Magazine fundraiser – lower to $10,000.
- PitaPit – discussion regarding not taking a profit from this item.
- Grade 7-8 transportation subsidy – rationale:
    - Families have been fundraising for the school for many years. Without the subsidy this year, grade 8 parents would have paid $600/student. Subsidy lowered cost to $495.
    - Camp trip: fundraising paid for bus, then were able to bring grade 7 camping trip down to a reasonable rate.
    - Kids enjoy the big trips at the end of the year.
    - Leadership training trip is valuable.
    - Idea: Grade 7-8 students must "earn" their subsidies by working as volunteers for council, for instance, helping to distribute PitaPits, etc. Or, if they help work FunFair by volunteering, we will provide a subsidy. Work on evolving this idea. They will start completing this as pre-community service and leadership in order to "earn" a subsidy.
    - Principal: fundraising – the kids already do a fair bit of fundraising for other goals.
    - If we re-allocate the $3500 from the senior trip, where do we allocate it instead?
    - Parent Survey: can we ask parents where they want the money used in the yearly parent survey?
    - Concern about satisfying everyone rather than focusing on grade 7-8 subsidies.
    - Discussion around re-naming the line item to a Trip Fund.
    - Principal: maybe surveying the parents wrt fundraising in September would be a good idea because it will provide input. We can carefully categorize what we do so that it is clear.
      Parent: Need to ensure we communicate the difference between "school or class" fundraising versus

- Council Fundraising: Consider sending out a white paper on fundraising for parents to review in advance of the survey.
- Parents can make a choice regarding fundraising.

Principal Profile – Vote Required – Barb

- Can we agree to leave the Principal Profile unchanged?
- Vote to accept Principal's Profile as is: motion to approve – 4 voting members in favour.

Action items:

- Provide email address to submit to Barb. – Principal
- Find out deadline and add to yearly calendar – end of March yearly. – Deb

COMMITTEES & EVENTS – STATUS REPORTS

Gardening Bee Review – Thu May 22nd

- Chips were great for the playground but too large for the gardens.
- Free mulch – may need to review quality in future.

Spring Social Dinner Event Review – Wed Jun 4, 2014 – Marsha

Date: Wednesday, June 4, 2014, 4:30pm – 7:00pm, Conestoga Park

- Perfect weather.
- Schmuck truck was there and had a steady flow of business. Compliments about the food.
- $160 council profit from the food truck.
- Add a salad option to the menu for next year.
- Food truck reported numbers provided in the survey were accurate.

Magazine Campaign Update – Chris

- Theme next year: Teddy Bears – provide suggestions to Chris.
- Email from council – not required.

FunFair, Thu, Sep 18, 2014 – Barb

- **Date**: Thursday, September 18th, 2014
- **Budget**: $2000.

Events:

- **Face painting**: new company found.
  ***Status*:** proceed.
- **Horse Rides:** Conestogo River Horseback Adventures
  ***Status*:** Booked - same price as last year $577.70.
- **Kiddies Fun Trak**:
  ***Decision*:** proceed – Jane confirmed that we will include a water event for Mr. Beney. Addition to the budget.
- **Photo booth**: ***Decision*:** Consensus to forgo photobooth. No.

- **Martial Arts demonstrations**: Waterloo Kung-Fu Academy - 30-minute presentation. Preferably on grass. Requested no audience participation. Free.
  ***Status*:** booked. Need to provide them with the exact time. - Deb
- **Robin Hood**: No update. Jane has not succeeded in getting hold of them.
  ***Status*:** forgo.
- **Chalk drawing on tarmac**: possible to have spot for kids to draw on tarmac with chalk? People can volunteer to bring chalk.
- **Video game truck**: ***Decision*:** do not book. No.
- **Cake walk**: ***Decision*:** Consensus to forgo cake walk. No.
- **Cupcake Sales**: ***Decision*:** Consensus to forgo cupcake sales. No.

Volunteer Participation Booth at Fun Fair: Karen

- Celeste Alles has volunteered to help with a booth banner.
- Needs to be re-titled and revamped: Not a school council booth but a "how you can contribute/participate" booth.
- Business cards with council info?
- Group of people with iPads hooked up to the wifi to sign people up. Get a ticket for a draw.
- Volunteers to revamp the booth – Karen, Deb

Donations

- **Donations: Note to go out in the last newsletter of the year. Help us with Fall Fun Fair, donate a prize or raffle item – advertise your business. Use Barb's Gmail account.
- Donations letter: can revise, if desired.
- Functionality discussion: how can we streamline collection of data? Can we use a WordPress form to have people enter in their Donation data? Comment box at bottom of form for particular instructions. – Barb and Deb to investigate

Parent Community Communications

Parent question: is there a way for parents to bring complaints or concerns without participating in the entire meeting?

Discussion: Yes, can format the meeting to provide a time for parents to come with new business.

Council Corner: used to inform parents of what we were doing. Provided a way to update parents. Council Corner no longer available.

Future website development: Consider a Council section with newsletter.

Parent Volunteers

- Please do discuss with parents in the community to encourage them to come out as volunteers.
- Opportunities to volunteer without having to join Council.

ADJOURNMENT

Motioned by: 1st: Jane