Conestogo Public School Council Agenda: Monday, June 15, 2015

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UPCOMING EVENTS

- **Next Council Meeting**: Thu, Sept 10 – First Council Meeting
- **FunFair**: Thursday, September 24, 2015
- **Magazine Fundraiser Kick-off**: September 22, 2015
- **WRAPSC meeting**: October 6, 2015

ACTION ITEM SUMMARY

Magazine Fundraiser Video Contest:

- **Contest**: Could win $500 if we create a 30-second video.
- **Deadline**: June 30th
- **Action Item**: Brainstorm options, organize a group. - Agnes

"Brush Book Bed" Program:

- **Leader**: Colton Benham

- **Brush**: New toothbrushes.
  Books: New or gently used books.
  Bed: New pyjamas. Up to size 12.
- **Action Item**: consider donating items, communicate to other parents - Council

Principal's Profile:

- Update profile. Send to appropriate party. – Council Executive

Council Annual Report:

- Complete report. Send to appropriate party. – Council Chairs

End-of-Year Thank You Cards:

- Purchase cards with personal funds. Complete and distribute to: Mrs. Bauer, Mr. Grassi, Mr. Jerry, 2 Crossing Guards + leaving teachers + Mrs. Goodwin for yearbook work. - Deb
  Leaving teachers: Ms. Higgins, Mr. Eckmeier, Ms. Lebold
- Update Council Constitution & Bylaws to reflect new policy restricting gifts to staff using council funds, have approved in September meeting. - Deb

Park Bench Plaques:

- Printer: Artals Promotions Inc.
  www.artals.com
  11 Samuel St, Kitchener, ON N2H 1N9
  (519) 744-5946
- Teachers leaving – provide list of names to Barb – Council Executive
- Forward names to the printer. Pick up replacement and new ones. – Barb
- Plaque installation – designate an installer – Council Executive

Council Celebration:

- Proposed date: Thursday, July 9
- Follow-up with date confirmation and details – Council Executive

School Lunch Options – ESNS:

http://www.esns.ca/
Jennifer Straus, Lori Ginter

Starting in September:

- Remove the PitaPit program. (Mondays)
- Leave Lunch Lady program in place. (Tuesdays)
- Leave current Pizza program in place. (Wednesdays)
- Mondays – rotate through PitaPit, Boston, Subway.
  - Week 1: PitaPit
  - Week 2: Subway
  - Week 3: Boston Pizza
  (one supplier/week)
- Thursdays: snacks.
- **Action Item**: Designate a sub-committee to spearhead this program. – Council Chairs

FunFair:

Date: Thursday, September 24, 2015

- **Optimist Club**: Call Optimists again to reserve date. - Jenny
- **Eventastic Ticketing Platform**: complete a test run for tickets and silent auction. - Deb
- **Notice letter to parents**: donations, please send a "save the date" and request for donations for raffle and silent auction. Send out before end of school year – Jenny, Brian
- **Class baskets**: Send out request to teachers first week of September. Supply baskets and materials – Susan

Proposed Budget 2015-16:

- In lieu of Play Trip subsidy, ensure the Grade 7-8's have their end-of-year trip subsidized. Ensure this arrangement is reflected in the budget. - Treasurer

Grade 8 Graduation Committee:

- Include a Grad Sub-committee on the agenda for September's meeting – Council Executive

Spring Social Dinner:

- Schedule the event date in September and add to school calendar. – Council
- Contact Woolwich Youth Camp to book them for next year. - Marsha

Council Teacher Representative:

- Follow-up with Mrs. Fox in September – Council Executive

WELCOME & GENERAL BUSINESS

Attendance

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

Role	2014-15	Sep 11	Oct 9	Nov 13	Dec 11	Jan 8	Feb 12	Mar 12	Apr 9	May 14	Jun 15
Co-Chair	**Jenny Benham**	P	N	P	P	P	P	P	P	P	P
Co-Chair	**Rebecca Hallman**	P	N	P	P	P	P	P	P	P	P
Secretary	**Deb Jones**	P	P	P	P	P	P	P	P	P	P
Treasurer	**Karen Hofbauer**	P	P	P	N	P	P	P	P	P	P
Principal	Brian Beney	P	P	P	P	P	P	P	P	P	P
Teacher		Karen Larke			Lisa Carere		Kim Howey				
Parent Members (12)	**Barb Dowling**	P	P	P	N	P	N	P	P	P	P
	Marsha	P	P	P	P	P	N	P	P	P	P

	Ferguson										
	Jane Martin	P	P	N	P	P	N	N	P	N	N
	Chris Sabean	P	P	P	P	P	P	N	P	P	P
	Katherine Sunday	P	N	N	N	P	P	N	P	P	P
	Susan Wagler	P	P	P	N	P	P	P	P	N	P
	Fiona von Kannen	N	N	P	P	P	P	P	P	P	P
	Agnes Lehtonen	N	N	N	P	P	P	N	P	P	P
Parent Volunteers	Natalie Edery	P	N	P	N	P	N	N	N	N	N
	Tim Alles	P	N	N	N	N	N	N	N	N	N
	Juli Chinnick	P	N	N	N	N	N	N	N	N	N
	Carolyn Rouse	N	P	N	P	P	N	N	N	P	N
	Stephanie Forte	N	N	N	N	P	N	N	N	P	P
	Jen Sellars	N	N	N	N	N	N	N	N	N	P
Snacks		Jane		Fiona	Marsha		Chris		Marsha	Reb.	

Agenda – Review & Approval

Adjustments to Agenda:

- none

Agenda Approval Motioned by:

1st: Agnes

2nd: Susan

Minutes, May 14th – Review & Approval

Adjustments to Minutes:

- none

Minutes Approval with Changes Motioned by:

1st: Karen

2nd: Marsha

PRESENTATIONS

ESNS Presentation – Jennifer Straus, Lori Ginter, Marsha

Background:

- http://www.esns.ca/: "Elementary School Nutrition Services provides full management and support of your School's nutrition program. This includes access to on-line ordering for parents, electronic payment and collection of funds, ordering and delivery of products, class distribution lists, and parent documents. We are available to help parents and volunteers by email or by telephone 5 days a week."

Presentation:

[video presented]

- % commission monthly to the school.
- Online orders using custom order software. Reports provided. Significantly reduces paper.
- Helpers required for full programs are paid.
- Containers packed per class.
- Eco-friendly.
- All snack products are local. They attempt to source locally.

[snack and lunch options passed around]

- PPM 150 Guidelines: all items meet these guidelines, including portion sizes.
  [Policy available here: https://www.edu.gov.on.ca/eng/healthyschools/policy.html]
- We have a number of delivery options, including PitaPit, Boston Pizza, Subway, etc.

[Wellesley school program reviewed]

- Commission base. $1.25 is the lowest price offered for Pizza. We currently get New Orleans from Elmira.
- Full program: milk daily, pizza once a week, an alternating food day.
- Some schools use their Grade 8 students to facilitate the program. A portion then goes to the students to fund their year-end trip.
- For a full program, you would have to include the milk every day.
- Lunches: The hot lunch food all comes pre-sorted.
  Snacks: The snacks have to be sorted and packed based on the report provided. A volunteer picks up, takes to class and distributes based on the report.
- Hot meals will be labeled per child.
- Full program: parents complete forms monthly. Once per week program, parents choose per term.
- Example prices: Subway $4.50 for a 6-inch sub. Calzone $4.40.
- We can run our current PitaPit program and Lunch Lady in conjunction with ESNS.
- The helper would not be provided with 1 day/week.
- Milk and yogurt program requires a fridge.
- Question: Can we specify the time the milk is delivered?
  Response: Milk deliveries come weekly for the entire week.
  Could possibly run the milk 1 day/week without a fridge as long as it is ordered with other products and delivered promptly.

- Contract: September – June. But, you can discontinue at any time. The contract promises that ESNS will honour the prices and commission base for the year.
- Fridge space is the limiting factor.
- Suggestion: First term, run pizza once per week and a food day once per week. Every third week the kids get the same food.
- There is benefit to having one program with everything in one place.
- Fees: The parents do not pay any fees with this program. There are no admin fees added.
- Milk program would be through Moo Cow. Screw top lids so milk will not spill when taken home.
- Snow Day: orders are delivered on a snow day. It is possible to cancel. We will post the policy for your school—so parents can see the policies specific to your school.
- Child absence: If a child is sick, call by 8am and cancel the order—parent will be credited back.
- For parents not Online: We have a small percentage of families who are not online. They can call. They can send a cheque to the school payable to ESNS and the cheques would be picked up every week.

[order process demonstrated]

- Lori is the co-owner of the company.
- Jenn would be our rep.
- We can start whenever we are ready.
- Minimum we need to order to run this program: we should have 50-100 food registrants. Typically, with a school this size that is the number you will get.
- Suggest starting off slow and see how it works for you.
- Ordering: there is a 9-day cutoff for orders. Every Sunday night, parents get a reminder email for what they ordered for the week.
- Email reminder to place orders for next month or term, depending on program.
- So, we could do pizza every other week plus another once a month.

Post-Presentation Discussion:

- Susan (runs current PitaPit program): Awesome. Would gladly have them take over the PitaPit program.
- Brian (Mrs. Bauer runs current pizza program): Could possibly see it turned over to this program. It will have to be discussed with Mrs. Bauer.
- We were told they will train selected Grade 8 students to hand out.
- Milk: could we try a milk day? No fridge needed. It depends on timing.
- Should be a staff member or parent here to oversee it.
- We can start small and add to it later.
- Mini-fridge is not an option. The milk bags don't fit into it.
- Hallway: not an option for a fridge, fire safety route hazard.
- Agnes: willing to help with the program.

Program Choices:

- Pizza: $1.25 pizza – we make $0.25/slice. Leave the pizza program as is now every second week.
- PitaPit: transition the pita program to ESNS.
- Weekly program: alternate items weekly.

- We currently start pizza days in October.

Motion 1:

- **Motion to proceed with ESNS program**: 1st: Chris, 2nd: Susan. All in favour.
  Decision: passed.

Motion 2:

- **Motion to proceed with the below plan starting in September**: 1st: Rebecca, 2nd: Karen. Majority in favour.
  Decision: Passed.
- Remove the PitaPit program. (Mondays)
- Leave current Pizza program in place. (Wednesdays)
- Leave Lunch Lady program in place. (Tuesdays)
- Mondays – rotate through PitaPit, Boston, Subway.
  - Week 1: PitaPit
  - Week 2: Subway
  - Week 3: Boston Pizza
  (one supplier/week)
- Thursdays: snacks.

Action Items:

- Designate a sub-committee to spearhead this program. – Council Chairs
- Contact ESNS to confirm interest in the program, plan for September – Sub-committee Chair

Principal's Report – Brian Beney

Jump Rope for Heart

- We thank our school community for their generosity expressed during our recent Jump for Heart event. We were able to raise close to $6000 for the Heart and Stroke Foundation.

Upcoming Events

- **Volunteer Appreciation Tea** - June 19th at 8:15 a.m.
- **Year-end Farewell Assembly** - June 19th at 10:50 a.m. Come and join us as we celebrate the end of a great year and say our goodbyes to Ms. Higgins, Mr. Eckmeier and Ms. Lebold.
- **Conestogo's Got Talent!** - Friday, June 19th at 2:15pm. Come out and enjoy some great music, and a variety of entertaining acts on
- We have a variety of class and school-wide trips next week.
- **The Pan-Am Games** are coming to Conestogo. Our grade 7s are busy organizing a variety of events and team competitions for Wednesday, June 24th. All are welcome to come and watch.

Tree Removal

- Due to the road work that will occur on Sawmill Rd over the summer, two Ash trees at the front of the school will be removed and replaced free of charge by Waterloo North Hydro.

ETFO Labour Updates

- Public school teachers in the province continue with their 'work to rule'. This includes the processing of the Term 2 report cards. The reports will look differently this year as only marks were submitted. I will be attending a

Principal meeting tomorrow morning when more details will be released on what the WRDSB will be issuing to parents at the end of the year.

- Details will be communicated to our parents via a letter, an announcement on School-Day, and updates on our school's website.

"Brush Book Bed" at Conestogo's Got Talent:

- Colton Benham developed the "Brush Book Bed" program.
- Supplying kids who use the regional food bank on a monthly basis with toothbrush, pyjamas and book packs.
- **Brush**: New toothbrushes.
  Books: New or gently used books.
  Bed: New pyjamas. Up to size 12.
- Colton will be putting out a bin at Conestogo's Got Talent to receive donations.
- Question: If we don't go to the talent show, can we send books in? Yes, send them in to put into the bin.
- **Action Item**: consider donating items, communicate to other parents - Council

COMMITTEES & EVENTS – STATUS REPORTS

Spring Social Dinner Update – Marsha

Took place: Wed June 10th, 4:30pm – 6:30pm

- Crazy weather but the evening was beautiful!
- Half turnout from year before, but likely due to weather.
- No park permit—no fees incurred.
- $40 commission from food truck. (10% proceeds)
- Suggestion for next year: Schedule the event in September for June and put it on the school calendar, advertise it to parents further in advance.
- **Woolwich Youth Camp**: came with a pop-up camp and games for the kids. They ran games for the kids for free to entice the kids to attend the camps.
  Parent comment: awesome that there were games for the kids. Can we do this next year again? Yes, can do it next year.

Action Items:

- Schedule the event in September and add to school calendar. - Council
- Contact Woolwich Youth Camp to book them for next year. - Marsha

Magazine Fundraiser Video Contest – Chris

- **Contest**: Could win $500 if we create a 30-second video.
- **Deadline**: June 30th
- Grade 7 & 8s just completed a film media segment. But, the curriculum requirements did not allow them to add this into the curriculum.
- Can we bring our kids on a Saturday to create this video?
- Bring in past good prizes earned through the fundraiser for video.
- **Motion to proceed with creating a video**: 1st: Rebecca, 2nd: Susan. Motion to proceed.
- **Leader**: Agnes.

- **Action Item**: Brainstorm options, organize a group. - Agnes

FunFair Committee Update – Jenny

Date: Thursday, September 24, 2015

- Meetings: will take place in the summer.
- Optimist Club: need to book them to take care of the food.
  Action Item: Call Optimists again to reserve date. - Jenny
- Eventastic: completing a test run for tickets and silent auction.
- Photographer: booked to do fall theme photos.
- Notice letter to parents: donations, please send a "save the date" and request for donations for raffle and silent auction.
  Action Item: Send out before end of school year – Jenny, Brian
- Class baskets: ask teachers to do a class basket.
  Action Item: Send out request first week of September. Supply baskets and materials – Susan

STANDING AGENDA ITEMS

Principal's Profile

- **Barb – Motion to use same as last year's**: 1st: Agnes, 2nd: Rebecca.
  Decision: passed.
- **Action Item**: Send Chairs last year's profile. - Barb

End-of-Year Thank You's for Staff, Leaving Teachers, Yearbook Work – Jenny

- Ministry of Education has dictated that the council may no longer finance gifts to staff. Council funds are considered public funds.
- Thank you cards versus gift cards personally financed.
- Parents can give gifts personally when desired.
- **Motion to give Thank-you cards only**: 1st: Agnes 2nd: Deb.
  Decision: passed.
  Action Item: Thank you cards to: Mrs. Bauer, Mr. Grassi, Mr. Jerry, 2 Crossing Guards + leaving teachers + Mrs. Goodwin for yearbook work. - Deb

Grade 8 Graduation

- Date: Monday, June 22, 2015
- Grade 8 graduation: no dance but there is a dinner at the Black Forest.
- Currently run by the teachers.
- Parent comment: disappointing experience. No decorations. Lack of enthusiasm for the event.
- Graduation at another school: Sit down for awards, slide presentation from the class, appetizers, photographer there to take photos, parents left for the dance then returned at 10pm to pickup kids and had fireworks.
- We can't change anything for this year.
- Principal: recommend that we create a Grad sub-committee.
- For this year, a particular parent is renting the Black Forest after for a dance party but that is a private choice.
- **Action Item**: include a Grad Sub-committee on the agenda for September's meeting – Council Executive

Treasurer's Report – Karen

[see written reports]

- S'Cool Life Fund: We received the grant money for the music program. $2750. Should be spent by end of June.
- Current balance: $6000. Still projecting to have approximately $6600 at end of year.

OPEN DISCUSSION ITEMS

Budget Planning – Karen

- [report displayed – current versus proposed]

Revenue:

- PitaPit can transition to ESNS program.
- Fitness Day: parent at the school does zumba. If we could get a parent to do the fitness day for free, we don't have to fundraise. If we need to charge for it, we can charge the kids.
  Parent suggestions: Karate program—sounds interesting. Crossfit kids instructor may be an option.
- Christmas: possibility of flowers, urns, wreaths. No poinsettias. Urns would run earlier. Boost up this fundraiser.
- Christmas silent auction: possibility for another fundraiser.
- Nest egg draw down: we have extra money in our account. We are drawing on our extra, unused funds.

Expenditures:

- Mathletics: bring down to $1700.
- Technology upgrades: Chromebooks, projectors.
- Literacy support: library bags, magazines, new home reading books, etc.
- Field trip subsidy: this year, we subsidized field trips. Next year, can we choose to subsidize the St. Jacobs Playhouse trip specifically? Every kid goes to this event. (This year Kindies didn't go.)
- Field Trip subsidy: grade 7 & 8s don't go to the theatre. So, we would give them the $11.00+ to them toward their trip.
  Action item: ensure that arrangement is reflected in the budget. - Treasurer
- Magazine Fundraiser: spent more than we budgeted this year. We pay for the monkeys and other little gifts for the kids. Budgeted additional funds for parties and prizes. Budget what we spent this year.

Motion:

- **Motion to accept this pending budget without change (except noted) in September**:
  1st: Barb 2nd: Susan, Agnes.
  Decision: passed.

Park Bench Plaques

- Printer: Artals Promotions Inc.
  www.artals.com
  11 Samuel St, Kitchener, ON N2H 1N9
  (519) 744-5946
- Plaques on the school bench were vandalized.
- New teacher plaques will be required for retiring teachers.
- Plaques cost under $5 each.

- The Printer has the formerly printed plaques on file. They will reprint the vandalized plaques and donate them to the school.
- We need to get the new teacher plaques printed.

Action Items:

- Teachers leaving – provide list of names to Barb – Jenny
- Forward names to the printer. Pick up replacement and new ones. – Barb

Council Celebration Plan – Council

- Possible date: Thursday, July 9
- Schedule a celebration for after school ends: beginning of the summer.
- Celebrate successes.
- Say farewell to members who are leaving.

Thank you from Staff

- Mrs. Fox attended at end of meeting to thank council for their efforts.
- Programs in the works: academic support – Strong Start and other literacy initiatives. (Initiatives that do not happen at every other school.)
- We feel very positive about what's happening.
- Chair question: how can we support the teachers?
  Mrs. Fox would be happy to act as a staff representative to council. Can stay in contact via email, directly or through Mr. Beney. To support you and provide feedback.
- Parent suggestion: can we bring in grade 8's to represent the students to council as well?
  Yes, that's a possibility.
- Action Items: Follow-up with Mrs. Fox in September. – Council Executive

ADJOURNMENT

Motioned by: 1st: Barb 2nd: Fiona