

# Lakeview Public School Council Meeting

## Minutes – Discussion & Action Items

Meeting Details	
Meeting Date:	Tuesday, October 10, 2017, 6:45 p.m.
Purpose:	Lakeview School Council Monthly
Participants and Regrets:	<p><u>Council Executive:</u> <b>Julie W</b> (Co-Chair), <b>Caitlin C</b> (Secretary), <b>Heidi W</b> (Treasurer), <b>Rebecca Shields</b>(Principal), <b>Jane LeFeuvre</b> (Teacher Rep)</p> <p><u>Parent Representatives:</u> Carrie R, <b>Allison H</b>, <b>Chris K</b>, <b>Connie D</b>, <b>Jen S</b>, <b>Jennifer M</b>, <b>Sneh M</b>, <b>Beatrice M</b>, Karen F</p> <p><u>Regrets from:</u> <b>Emily W</b>, <b>Tauhid T</b>, Susan C, <b>Kavita Jairam</b> (Teacher Rep)</p>
Quorum:	Total in attendance: 14 <b>Quorum Achieved:</b> 12 out of 14 voting Council members in attendance

Discussion & Action Items	
Agenda Item #:	
1. <u>Call to Order &amp; Approval of September 12, 2017 Council Minutes</u>	
<p>Julie W called the meeting to order at 6:52 p.m. and welcomed everyone. Before tonight’s meeting, Julie W e-mailed the minutes to Council. Julie W asked if there were any corrections or comments.</p> <p><b>MOTION: Julie W</b> <span style="float: right;"><b>SECONDED: Heidi W</b></span></p> <p>“To approve the minutes of the Council meeting of September 12, 2017 as written”</p> <p><b>ALL IN FAVOR</b> <span style="float: right;"><b>MOTION CARRIED</b></span></p>	
2. <u>Update on Positions Filled</u>	
2.1. For the position of Treasurer	
<p><b>MOTION: Julie W</b> <span style="float: right;"><b>SECONDED: Sneh</b></span></p> <p>“For the position of Treasurer – Heidi W self-nominates for the position”</p> <p><b>ALL IN FAVOR</b> <span style="float: right;"><b>MOTION CARRIED</b></span></p>	
2.2. Other positions that may need filling:	
<ul style="list-style-type: none"> <li>o Hot Lunches Program coordinators: Caitlin C for the online portion. Carrie R to train Jennifer M over the next few terms.</li> <li>o Pizza Day Coordinators: Karen W and Leah M.</li> <li>o Popcorn Day Coordinators: Heidi W and Susie C.</li> <li>o OCASC representative: vacant. Julie W has more information for any interested parents.</li> <li>o Parent Representatives: Nomination forms are still available for any parents who missed the September meeting.</li> </ul>	
3. <u>Leadership Report</u>	
3.1. Summary of e-motions approved in September 2017:	
<p><b>E-MOTION: Julie W (via e-motion)</b> <span style="float: right;"><b>SECONDED: Connie D</b></span></p> <p>“This motion moves to pay the invoice from SilkWeb Solutions for the hosting services for our council website and domain registration in the amount of \$158.05”</p>	

**9 positive responses out of 14 voting members      MOTION CARRIED**

3.2. Pending Motions and Upcoming Events

- o The transportation fund currently holds \$2217.26, and the Arts and Science fund \$86.40. The Arts and Science fund will be topped up once our new treasurer can write a cheque.
- o Teacher Allotment Classroom Enhancement (TACE) funding was discussed. There are 18 staff at Lakeview, and the allotment per teacher will be \$150. Receipts would need to be submitted by March 2, 2018 or the unspent funds would be rolled into a pot that would be distributed on a first come, first serve basis.

**MOTION Julie W      SECONDED Jen S**

**“To allot \$2,700 for TACE teacher funding for 2017-2018 school year”**

**ALL IN FAVOR      MOTION CARRIED**

- o Welcome night will be held on October 13, 2017, 5:30-7:30 pm. Volunteers are required to assist with setup, music, pizza distribution, etc.
- o The Council Annual report is not yet complete but will be sent via email for review. The deadline for any changes is October 24, 2017.
- o Rebecca has prepared a coffee survey and will post a link on the school website.
- o Jennifer M has started to research companies for a swag order. Orders would be placed online. Items for sale will likely include t-shirts, hoodies, ball caps and toques.
- o The Kernels popcorn order was placed today. The Pita Pit invoice has arrived for Term 1.
- o Julie W and Heidi W have prepared a one-page summary of Council’s activities to be sent home to parents. To be able to reach more parents, Julie W suggested that a newsletter be sent home each term with the Hot Lunch order forms.
- o Mental health and wellness have previously been identified as a possible focus area for Council to help students. Avenues of help could include: teaching students how to Implement wellness skills; identifying networks of support; how to identify mental health issues, etc. Information nights for students and parents could be arranged, and the Queensway-Pinecrest health centre may have resources available. Rebecca will inquire with a resource she knows to see if she will present to parents. Carrie shared an event that was previously held at the school, with parents circulating between 6-7 different classrooms to interact with different specialists such as a yoga teacher and a nutritionist.
- o The Principal Profile was circulated by email for review and comment.

**MOTION Julie W      SECONDED Sneh M**

**“To accept the Principal Profile as presented via email on October 9, 2017.”**

**ALL IN FAVOR      MOTION CARRIED**

4. Treasurer’s Report:

- 4.1. Jenna sent an update that the only changes to the accounts were a bank service charge and payment of the SilkWeb Solutions invoice. October will have more activity with payment of the Pita Pit invoice, pizza days, etc.

5. Fundraising team update - presented by Jennifer M:

- 5.1. Jennifer is organizing a Chapters fundraising night on November 30, 2017 at the Pinecrest location. Julie W suggested promoting the event through the local community associations. The funds raised could be paid out as cash for the school, or books for the library or classroom libraries. Upon discussion, a Scholastic book fair was preferable, to be run at the same time as parent-teacher interviews.

6. Principal’s Report:

- 6.1. The teachers have compiled a list of requests for funding that Council can assist with:
- o Kindergarten outdoor equipment
  - o Recess equipment for older grades (balls, sidewalk chalk, etc.)
  - o A second basketball net

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- o Tetherball for the existing tetherball pole
  - o Technology: more chromebooks to support the junior students,
  - o Musical instrument repair
  - o Mindfulness training (presentations and activities)
- 6.2. Parent-teacher interview night is November 23, 2017.
- 6.3. The school's enrollment in September was lower than had been anticipated in June. As a result, re-organization occurred for grades 1 and 2, with now one grade 1 class, a grade 1/2 split class, and two grade 2 classes. Kristy Banks (on maternity leave) is no longer associated with Lakeview P.S. Kyle Schroer, the Long Term Occasional teacher filling in for Kristy Banks, is also no longer at the school.
- 6.4. The EQAO office tests grade 3, grade 6 and grade 9 students at Ontario schools each year. The EQAO office may be refreshing how the testing process is run. This year, for the first time, Lakeview will be running EQAO testing for the new grade 6 classes. Lakeview's scores for 2016-2017 were down from the Level 3 standard. A group of Lakeview teachers will be meeting on October 11, 2017 with teachers from other schools to review math skills, how the math program is delivered, etc., in an effort to strengthen how math is taught at the school.
- 6.5. The fundraising plan for the school will be submitted by Rebecca with her October documentation. The more specific that the fundraising campaigns can be with how the funds raised will be spent, the better.
- 6.6. Clubs started so far: cross-country running, chess (grades 1-6), LTPA (game pack and arts and crafts)

### 7. Adjournment

Meeting was adjourned by Julie W at 8:50 pm.

### Signatures

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Julie Watson  
Chair

Prepared by Secretary: Caitlin Cooke

**(These minutes were approved by Council on November 14, 2017)**

### Next Meeting

**\*\* Tuesday, November 14, 2017, 6:45 p.m.\*\***  
Send regrets to: [chair@lakeviewschoolcouncil.ca](mailto:chair@lakeviewschoolcouncil.ca)