

Lakeview Public School Council Meeting

Minutes – Discussion & Action Items

Meeting Details	
Meeting Date:	Tuesday, September 12, 2017, 6:45 p.m.
Purpose:	Lakeview School Council Monthly
Participants and Regrets:	<p><u>Council Executive:</u> Julie W (Co-Chair), Caitlin C (Secretary), Rebecca Shields(Principal), Kavita Jairam (Teacher Rep)</p> <p><u>Parent Representatives:</u> Tauhid T, Connie D, Jen S, Heidi W, Jennifer M, Sneh M, Beatrice M, Emily W, Susan C, Karen F</p> <p><u>School Trustee:</u> Theresa Kavanagh</p> <p><u>Regrets from:</u> Shelagh M, Chris K, Melissa S, Carrie R, Alexandre S, Jen N, Alex W, Tracy N, Kasia B, Rebecca F, Sandra A, Shannon H, Brian M, Amy D, Erik D, Annett R, Cheryl B, Najia H, Celine T, Fred S, Maurice Q, Emily P, Tracy B, Andrew F, Chris T, Deniz B, Jane LeFeuvre (Teacher Rep)</p>
Quorum:	Total in attendance: 15 Quorum Achieved: 12 out of 12 voting Council members in attendance

Discussion & Action Items	
Agenda Item #:	
<u>1. Call to Order & Approval of June 13, 2017 Council Minutes</u>	
<p>Tauhid T called the meeting to order at 6:50 p.m. and welcomed everyone. Before tonight’s meeting, Julie W e-mailed the minutes to Council. Tauhid T asked if there were any corrections or comments.</p> <p style="text-align: center;">MOTION: Tauhid T SECONDED: Connie D</p> <p style="text-align: center;">“To approve the minutes of the Council meeting of June 13, 2017 as written”</p> <p style="text-align: center;">ALL IN FAVOR MOTION CARRIED</p>	
<u>2. Trustee’s Report</u>	
<p>2.1. The West-End Accommodation review was completed last year. No accommodation reviews will be conducted by the OCDSB this year.</p> <p>2.2. The International Baccalaureate program proposed for Merivale High School takes two years to achieve accreditation.</p>	
<u>3. Outgoing Council Executive Reports</u>	
<p>3.1. Co-Chairs: Julie W and Tauhid T.</p> <ul style="list-style-type: none"> o We are hoping that there can be a focus this year on new events like the math night. <p>3.2. Treasurer - Jenna N</p> <ul style="list-style-type: none"> o We are starting the year at \$9,667 (about \$2,000 lower than last September), but we do not anticipate any large expenses early in the school year, such as the kinder supplies funding that was spent last year. 	
<u>4. Nomination/Election of new Chair(s), Treasurer & Secretary</u>	
<p>4.1. For the position of Chairs</p> <p style="text-align: center;">MOTION: Caitlin C SECONDED: Tauhid T</p> <p style="text-align: center;">“For the position of Chair – Julie W self-nominates for the position”</p> <p style="text-align: center;">ALL IN FAVOR MOTION CARRIED</p>	

- 4.2. For the position of Secretary

MOTION: Caitlin C

SECONDED: Tauhid T

“For the position of Secretary – Caitlin C self-nominates for the position”

ALL IN FAVOR

MOTION CARRIED

- 4.3. For the position of Treasurer: no candidates self-nominated, but Alex W could help until an official candidate volunteers. Jen S may be able to help with some tasks, including acting as a co-signer for cheques.
- 4.4. Naming of Teacher Representative to Council
- o Kavita Jairam and Jane Lefevre will continue to be the teacher representatives on council.
- 4.5. Nomination of Parent Representatives. Nomination forms were circulated.
- 4.6. Other positions that may need filling:
- o Fundraising Lead: Jennifer M will act as lead and Heidi W will be part of the team
 - o Hot Lunches Program coordinators: Caitlin C for the online portion. Jennifer M will collect online and cash payments for input to the website.
 - o Pizza Day Coordinator: Julie W has 2 interested leads and will confirm with them.
 - o Popcorn Day Coordinator: Susie C can help for now.
 - o Coffee Coordinator: coffee sales were down last year. Rebecca and Julie W will send out a parent survey to gauge interest in running this program again in 2017-2018. Perhaps one or two large orders would be more successful.
 - o Council Website Manager: Connie D will lead, with Jen S and Caitlin C assisting.
 - o The School Travel Planning Committee has completed its three-year term. Initiatives that tie into the past project will continue.
 - o OCASC representative: vacant.
 - o Movie Night Coordinator(s): Melissa S. and Emily W will lead.
 - o Connie D and Heidi W have volunteered to work on the communication that goes out to parents.

5. Calendar of Council meeting dates/times

- 5.1. Proposed dates are: October 10, November 14, December 12, January 9, February 13, March 13 (TBD), April 10, May 15, June 12.

6. Leadership Report

- 6.1. Pending Motions and Upcoming Events

- o Funding allotments for Transportation and Arts & Science will continue, with an initial fall/winter installment, and a second spring allotment if needed.

MOTION: Julie W

SECONDED: Heidi W

“To top up the field trip bussing fund to a maximum of \$2,500 to be used by the school”

ALL IN FAVOR

MOTION CARRIED

MOTION: Julie W

SECONDED: Jen S

“To allot a first installment of \$2,500 for the Arts and Science fund to be used by the school”

ALL IN FAVOR

MOTION CARRIED

- o Teacher Allotment Classroom Enhancement (TACE): Typically, Council allots \$150 per teacher for classroom enhancements. Until a treasurer is elected, a vote on the 2017-2018 funding will be deferred until the October meeting.
- o Welcome night will be held on October 13, 2017. Volunteers are required to assist with setup, music, pizza distribution, etc. A flyer will be sent home to parents the week before the event.
- o A swag sale (clothing with the school logo) is proposed again this year. Heidi W has volunteered to run the sale with help from Jennifer M and Sneha M.
- o The Principal Profile and the Council Annual report will be sent via email for review. A hard copy will be provided at the next meeting for comment. The deadline for any changes to the reports will be in mid-October.

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7. Principal's Report:

- 7.1. 286 students are registered this year, down from 330 last year. Three kindergarten classrooms are full with 25 students each. Two grade one classrooms have 15 students each. Three grade 2 classes have almost 20 students each. Two grade 3 classes are full. The junior classes are 4, 4/5, 5/6 and a 6. The junior students are in the portables, and three portables are being used.
- 7.2. 5 school busses are in use.
- 7.3. New staff: Sandra James is teaching EFTI to grade 3, Kyle Schroer is the kindergarten teacher replacing Mme Banks during her leave; Ashley Ward is an ECE; half-time support is provided by Shirley Harding and Sarah Wilson.
- 7.4. Kiss-and-ride is working well in the morning.
- 7.5. The EDP program has 30 students in the morning and 100 students in the afternoon. The program is delivered by the ECEs.
- 7.6. DA Moodie technology resources were redistributed to Lakeview: 4 older laptops, 4 chromebooks, one small ipad and a technology box. An additional \$4,500 of money was allotted for grade 6 EFI technology resources. No library resources have yet been received.
- 7.7. Meet the Teacher is scheduled for the evening of September 21, 2017.
- 7.8. The Terry Fox Walk is scheduled for September 28, 2017, with the route planned to be to Andrew Haydon Park and back.
- 7.9. Mrs. Fields is teaching EFI to grade 2 halftime, and Mme Jane is teaching arts programming halftime. Mme Frechette is teaching arts as well.

8. Adjournment

Meeting was adjourned by Julie W at 8:58 pm.

Signatures

Julie Watson
Chair

Prepared by Secretary: Caitlin Cooke

(These minutes were approved by Council on October 10, 2017)

Next Meeting

**** Tuesday, October 10, 2017, 6:45 p.m.****
Send regrets to: chair@lakeviewschoolcouncil.ca