

Lakeview Public School Council Meeting

Minutes – Discussion & Action Items

Meeting Details	
Meeting Date:	Tuesday, September 10, 2019, 6:45 p.m.
Purpose:	Lakeview School Council Monthly
Participants and Regrets:	<p><u>Council Executive:</u> Aron C (Co- Chair), Michael E (Co-Chair), Laura O (outgoing Treasurer), Laura M (Treasurer), Caitlin C (Secretary), Jennifer Capitani (Principal), Jennifer Barber (Teacher Rep)</p> <p><u>Parent Representatives:</u> Connie D, Jen S, Jen N, Erin M, Karen F, Joan W, Andrea B, Amanda K, Alyssa P, Jennifer M</p> <p><u>Regrets from:</u> Sneh M, Sandra P</p>
Quorum:	<p>Total in attendance: 17</p> <p>Quorum Achieved: 16 out of 16 voting Council members in attendance</p>

Discussion & Action Items	
Agenda Item #:	
<p>1. <u>Call to Order & Approval of June 4, 2019 Council Minutes</u> Aron C called the meeting to order at 6:47 p.m. and welcomed everyone. Before tonight’s meeting, Aron C e-mailed the minutes to Council. Aron C asked if there were any corrections or comments.</p> <p style="text-align: center;">MOTION: Michael E SECONDED: Jen S</p> <p style="text-align: center;">“To approve the minutes of the Council meeting of June 4, 2019 as written”</p> <p style="text-align: center;">ALL IN FAVOR MOTION CARRIED</p>	
<p>2. <u>Outgoing Council Executive Reports</u></p> <p>2.1. Chair: Aron C summarized the responsibilities and tasks he undertook last year, and asked for a co-chair to volunteer with him this year.</p> <p>2.2. Treasurer: We are starting the year with combined bank balances of \$10,803. The Transportation fund and the Arts and Science fund currently have balances of \$0. \$1,200 is still tied up in PayPal.</p>	
<p>3. <u>Nomination/Election of new Chair(s), Treasurer & Secretary</u></p> <p>3.1. For the position of Co-Chair</p> <p style="text-align: center;">MOTION: Caitlin C SECONDED: Connie D</p> <p style="text-align: center;">“For the position of Co-Chair – Aron C and Michael E self-nominate for the position”</p> <p style="text-align: center;">ALL IN FAVOR MOTION CARRIED</p> <p>3.2. For the position of Treasurer</p> <p style="text-align: center;">MOTION: Laura O SECONDED: Jen S</p> <p style="text-align: center;">“For the position of Treasurer – Laura M self-nominates for the position”</p> <p style="text-align: center;">ALL IN FAVOR MOTION CARRIED</p>	

3.3. For the position of Secretary

MOTION: Caitlin C

SECONDED: Karen F

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

ALL IN FAVOR

MOTION CARRIED

3.4. Naming of Teacher Representative to Council

- o Jennifer Barber will continue to be the teacher representative on council.

3.5. Other lead volunteer positions:

- o Fundraising Lead: Sandra P.
- o Council Website Manager: Connie D will lead, with Jen S and Caitlin C assisting.
- o Hot Lunches Program coordinators: Caitlin C for the online portion. Laura M will collect forms and cash payments from the council mailbox and send them to Caitlin C for input to the website.
 - ◆ Caitlin C will contact Hot Lunches to remove PayPal as an option and add Bambora as the payment processor.
 - ◆ Pizza Day Coordinator: Clare and Christina will continue as leads, but more volunteers would be appreciated.
 - ◆ Initially, pizza days will be bi-weekly, unless we got enough additional volunteers to run it weekly.
 - ◆ Pizza days will be put on hold during Ramadan.
 - ◆ Pita Pit will be discontinued this year due to low order numbers.
 - ◆ Popcorn Day Coordinator: a new volunteer is needed. The time commitment is about 30 minutes every two weeks. Council will put out a call for a volunteer lead.
- o OCASC representative: Michael E.

4. Principal’s Report:

- 4.1. Jennifer welcomed all council members to a new school year.
- 4.2. The Board sprayed the school yard for poison ivy, poison oak and nightshade this afternoon. The yard will be re-opened tomorrow.
- 4.3. There are about 275 students this year, in 3 kindergarten classes and 9 classes for grades 1-6. All permanent staff positions have been filled, and no major class reorganization is anticipated.
- 4.4. The Terry Fox walk will be held Thursday, September 26, with details to be coming soon.
- 4.5. Meet the Teacher is also happening on Thursday, September 19 from 5:30-7:00 pm.
- 4.6. The School Learning Plan will focus on math again this year.
- 4.7. Self-regulation is a focus again this year
- 4.8. If a Tradansa dance session is booked now, the school can get a 5-10% discount for a February event.

5. Teacher’s Report

- 5.1. Cross-country running practices started today for students in grades 3-6. The goal for grade 3 is to run four laps, for grade 4, six laps and for grades 5 & 6, eight laps. The regional meet will be in October.

6. Leadership Report

- 6.1. A Scholastic Book Fair has been tentatively scheduled for November 18. Unfortunately, this does not fall on the same date as parent-teacher interviews. Jen N can change the date to November 14 and 15 so that it overlaps with interview days to allow parents better access to the sale. Sandra P and Jen N will coordinate.
- 6.2. About \$1,200 remains in Council’s Scholastic fund from last year’s sales; Jennifer Capitani will coordinate book purchases from this fund.
- 6.3. The proposed calendar of Council meeting dates is: Oct. 1, Nov. 5, Dec. 3, Jan. 14, Feb. 4, Mar. 3, Apr. 7, May 5, Jun. 2
- 6.4. Aron C was approached by a non-governmental organization to build a human library. He will send more details to Council by email.
- 6.5. Aron received information on a lunchtime science club that could be run for a fee, payable by families. He will send out more information. Jennifer Capitani will look into the implications with regards to Community Use of Schools.
- 6.6. There was general agreement to continue with the funding allotments for the Transportation and Arts & Science funds. Typically, Council has allotted \$2,500 to each fund in the fall, topping it up later in the school year if needed. Aron C, Laura O, Laura M and Michael E will meet on Friday, September 13 to discuss the bank account balances and if Council can

Lakeview Public School Council Meeting

Minutes – Discussion & Action Items

commit to this level of funding at this time. An e-vote will be circulated to Council membership following this meeting.

- 6.7. Welcome night will be held on October 18, 2019. Jen M will reach out to Scott D to coordinate music again. Many volunteers are required to assist with setup, music, pizza distribution, ring pop and glow stick sales, etc. A flyer will be sent home to parents the week before the event to order free pizza. Connie D said that online orders using Google Forms worked well last year. Jen N will check for the online version of the volunteer signup sheet.
- 6.8. The Principal Profile and the Council Annual report will be sent via email for review by Council ahead of the October meeting. 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.
- 6.9. TACE funding: A vote on the 2019-2020 funding will be deferred until the October meeting.
- 6.10. A swag sale (clothing with the school logo) was discussed for later in the year. Jen M will coordinate with Pro2Col.

7. Adjournment

Meeting was adjourned by Aron C at 8:47 pm.

Signatures

Aron C/Michael E
Co-Chairs

Prepared by Secretary: Caitlin Cooke

Next Meeting

**** Tuesday, October 1, 2019, 6:45 p.m.****
Send regrets to: chair@lakeviewschoolcouncil.ca