

Meeting Details	
Meeting Date:	Tuesday, December 8, 2020, 6:45 p.m. via Google Meet
Purpose:	Lakeview School Council Monthly
Participants and Regrets:	<p><u>Council Executive:</u> Aron C (Chair), Beth B (Secretary), Michael E (Treasurer), Andrea P (incoming Treasurer)</p> <p><u>Also Present:</u> Jennifer Capitani (Principal), Emily McMenemy (Teacher Rep)</p> <p><u>Council Membership:</u> Karen F, Jen N, Kate J, Connie D, Colleen O, Michelle JB</p> <p><u>Community Representative:</u> Ryan Stanley</p>
Quorum:	<p>Total in attendance: 13</p> <p>Quorum Achieved: 10 out of 10 voting Council members in attendance</p>

Discussion & Action Items	
1. <u>Call to Order & Approval of Previous Council Minutes</u>	<p>1.1 Aron C called the meeting of the Council to order at 6:45 PM on December 8, 2020.</p> <p>1.2 Verify and adopt the minutes of the Council meeting held on November 10, 2020 [ACTION].</p>
2. <u>Principal’s Report by Jennifer Capitani:</u>	<p>2.1 Jennifer C provided her Principal’s report to the Council, highlighting the K-3 and 4-6 virtual presentations focusing on valuing differences, welcoming everyone and against bullying called the Saidat Show; the school fundraiser for FAMSAC, ending December 13, has raised \$427 and a cheque will be written on Monday so that the funds can be used over the holidays [ACTION]; the Lakeview Family Support Fund has been requested by some families and \$1500 of the fund has been dispersed, and more requests are anticipated in the coming weeks; the school is encouraging families to continue using the OPH on-line daily assessment tool for COVID-19.</p>
3. <u>Teacher Representative Report:</u>	<p>3.1 Emily McMenemy provided her Teacher Rep report to the Council, highlighting the success of the Monday mindfulness assemblies which present strategies to help children self-regulate (deal with stress and strong emotions); the Orange Kindergarten class is learning about a variety of celebrations; the grade six class is hosting another virtual assembly and the theme is Festival of Lights, where classes can sign up to showcase anything that they have been learning – this is intended to celebrate the resilience of the Lakeview community.</p>
4. <u>Treasurer’s Report:</u>	<p>4.1 Michael E reviewed the financial records and provided a financial update to the Council.</p> <p>4.2 Council did not have any questions or concerns about the update as presented at the meeting.</p> <p>4.3 TACE for the 2019/2020 school year has been closed and all reimbursements to LPS teachers have been issued.</p> <p>4.4 TACE for the 2020/2021 school year is open. Teachers may submit their receipts together for</p>

<p>reimbursement to Treasurer, prior to Friday, March 12, 2021. Previously approved: Treasurer will issue one cheque per teacher up to \$100.00 (including tax) for a total of \$1700 [ACTION].</p> <p>4.5 Gift card to be delivered to Mr. A. Arsenault with letter of appreciation from the chair [ACTION].</p> <p>4.6 PRO Grant received in past years from the OCDSB will not be issued this year.</p> <p>4.7 School Council revenue for 2020/2021 is expected to be minimal. To date, fundraising has not yet even covered the cost of the School Council’s projected expenses (approximately \$500 based on 19/20). As of 9 Dec 20 (does not include any fundraising revenue to date as it has not been received by the Treasurer):</p> <p>The council has a combined amount of \$15,906.59 in its chequing and savings account.</p> <p>Current commitments are:</p> <p>Cheques waiting to be cashed: \$2,054.04</p> <p>Bambora 19/20 balance roll over for when program starts again: \$92.00</p> <p>Bambora 19/20 non responders: \$226.00</p> <p>Family Support Fund: \$1,157.00</p> <p>TACE 20/21: up to \$1,700.00</p> <p>Online Literacy: up to \$2,000.00</p> <p>Gift Card for Al Arsenault: \$20.00</p> <p>Projected Operating Expenses: \$500.00</p> <p>Uncommitted balance with no reserve for 21/22 Council: \$8,157.55</p> <p>Recommend Reserve for 21/22’s Council: \$7,000.00</p> <p>Uncommitted balance (with a reserve): \$1,157.55</p> <p>4.8 Given fund raising for 20/21 is expected to be minimal, the Treasurer advises the Council to reserve \$7000.00 of the current uncommitted balance for 21/22’s Council to use. The rationale is that this Council’s traditional fundraising/expenditure cycle has been that each year’s Council leaves an end balance each June to serve as the following year’s Council September opening balance. Doing so allows the following year’s Council the ability to expend funds at the start of the school year. Overall, the Council aims to spend approximately what is fundraises each year, however, to provide an opening balance in September of each year, what the Council is actually doing each year is spending last year’s money and fundraising for next year.</p> <p>If the Council accepts the Treasurer’s recommendation of setting aside \$7,000.00 for the 21/22 Council, that will leave the 20/21 Council with an uncommitted balance of \$1,157.55.</p>
<p>5. Fundraising Update</p> <p>5.1. <u>Fundscript</u>: Colleen updated the Council that Fundscript has raised \$78.01. Council discussed some people’s hesitation to have funds directly withdrawn from their accounts. The Fundscript fundraiser will continue. Karen has designed a poster for the fundraiser and she will connect with Colleen about the details [ACTION].</p> <p>5.2. <u>Lakeview School Merchandise</u>: Council discussed the school merchandise. There are 30 orders in total arriving soon. Colleen to inform Council of amount raised [ACTION]. Colleen to send list of orders to Jennifer who will group them by class for easy distribution [ACTION]. Jennifer will let us know if she requires assistance with this. Note for next school merchandise order: have parents/guardians indicate the name of student and class they are in for distribution purposes.</p>
<p>6. Open Discussion</p> <p>6.1. A council member asked if kids would be able to leave their shoes at school. Jennifer indicated that they can do so and she will include this in her next message to parents and guardians.</p> <p>6.2. A council member asked if there are any guidelines with respect to giving gifts to teachers. Jennifer advised parents and guardians to ask teachers prior to giving gifts to ensure that they are comfortable receiving them, as there have not been any directives from the OCDSB.</p>

7. Adjournment

The meeting was adjourned by Aron C at 7:40 PM.

Attachments/Received Reports

Annex A – draft 2019/2020 School Council Financial Report

Signatures

Aron C

Prepared by: Beth Barber-Bellamy

Chair

Next Meeting

**** Tuesday, January 12, 2021, 6:45 PM****
Send regrets to: chair@lakeviewschoolcouncil.ca

ANNEX A
Monthly Account Reconciliation – 10 Sep 20 to 9 Dec 20.xlsx