

Lakeview Public School Council Meeting

Minutes – Discussion & Action Items

Meeting Details	
Meeting Date:	Tuesday, November 10, 2020, 6:45 p.m. via Google Meet
Purpose:	Lakeview School Council Monthly
Participants and Regrets:	<u>Council Executive:</u> Aron C (Chair), Andrea P (Secretary), Michael E (Treasurer)
	<u>Also Present:</u> Jennifer Capitani (Principal), Emily McNenemy (Teacher Rep)
	<u>Council Membership:</u> Connie D, Elizabeth B, Jen N, Joan W, Karen F, Colleen O, Abigail M, Glenn B, Kate J.
	<u>Community Representative:</u> Ryan Stanley
Quorum:	Total in attendance: 14 Quorum Achieved: 11 out of 11 voting Council members in attendance

Discussion & Action Items	
<p>1. <u>Call to Order & Approval of Previous Council Minutes</u></p> <p>1.1 Aron C called the meeting of the Council to order at 6:45 PM on November 10 13, 2020. The agenda was approved as distributed.</p> <p>1.2 The minutes of the Council meeting held on October 13, 2020, were verified and adopted without modification.</p> <p style="text-align: center;">MOTION: Michael E SECONDED: Jen N</p> <p style="text-align: center;">“To approve the minutes of the Council meeting of October 13, 2020”</p> <p style="text-align: center;">ALL IN FAVOR MOTION CARRIED</p>	
<p>2. <u>Confirmation of Voting Membership of Council</u></p> <p>2.1. Council has clarified the following: all guardians of Lakeview Public School students are welcome; however, only guardians of students physically attending the school shall be voting members of Council.</p>	
<p>3. <u>Principal’s Report by Jennifer Capitani:</u></p> <p>3.1 Jennifer C provided her Principal’s report to the Council, highlighting the increasing efficiency of pick-ups and drop-offs; the adapted fire drills conducted, so far; the upcoming progress reports and virtual PTIs; the purchase of the online French reading subscriptions; the ongoing search for the most appropriate online English reading subscription; the future purchase of more French books using the remaining Scholastic Book Fair income; the uptake of self-assessment and the continued importance thereof; that there have been no additional requests for support from the Lakeview Family Support Fund.</p>	
<p>4. <u>Teacher Representative Report:</u></p> <p>4.1 Emily M provided her Teacher Rep report to the Council, highlighting the success of virtual assemblies and the school and the mindfulness/self-regulation content.</p>	
<p>5. <u>Treasurer’s Report:</u></p> <p>5.1 Michael E reviewed the financial records and provided a financial update to the Council (Annex A).</p> <p>5.2 Council had no questions or concerns about the update as presented at the meeting.</p> <p>5.3 Michael E is resolving some final payouts for last year and fixing minor discrepancies for the 2019-2020 financial report.</p> <p>5.3 Council discussed what to do with the unsold popcorn from last year’s fundraising initiative; Jennifer to confirm expiry data before decision taken [Action].</p>	

Lakeview Public School Council Meeting

Minutes – Discussion & Action Items

6. 2020 Bonspiel Donation Tax Receipt:

6.1 Council needs to confirm whether a tax receipt is available for the coordinator of the 2020 Bonspiel;

6.2 Michael E will contact the Board to confirm the availability of a tax receipt and have a recommendation by December 21, 2020 [Action];

6.3 Aron C presented, and the Council accepted, the idea of gifting a small token to the coordinator to thank him for his support and patience while the Council determines the options regarding the tax receipt.

MOTION: Michael E

SECONDED: Andrea P

“To approve the purchase of a \$20.00 gift card for Mr. A. Arsenault to accompany a letter of appreciation from the Chair.”

ALL IN FAVOR

MOTION CARRIED

7. Fundraising Update

7.1 FUNDSCRIP: Council discussed reviving its Fundscrip account and advertising the same before the holiday shopping rush. Colleen took the lead to organize and develop a message for families to be sent in Jennifer C’s weekly emails.

7.2 Lakeview School Merchandise: Council discussed setting up a Lakeview merchandise campaign; Collen and Connie undertook to discuss; Colleen took the lead to set up a campaign that would get items to families and teachers by the winter holiday break.

8. Open Discussion

8.1. Website: Connie reported that updates to the Council website have been completed and that the newsletter glitches are being fixed; the newsletter should be delivered soon to subscribers.

9. Nomination / Election of new Treasurer & Secretary

9.1. **For the position of Treasurer**: Andrea P, having self-nominated and having no opposition, was acclaimed Treasurer for the 2020/2021 school year. Michael E and Andrea P will work on transitioning the role [Action];

9.2. **For the position of Secretary**: Elizabeth B, having self-nominated and having no opposition, was acclaimed Secretary for the 2020/2021 school year. Andrea P will with Elizabeth B on transitioning the role [Action].

10. Adjournment

The meeting was adjourned by Aron C at 8:00 PM.

Attachments/Received Reports

Annex A – draft 2019/2020 School Council Financial Report

Signatures

Aron C
Chair

Prepared by: Andrea Pasztor Bereziuk

Next Meeting

**** Tuesday, December 8, 2020, 6:45 PM****
Send regrets to: chair@lakeviewschoolcouncil.ca

Lakeview Public School Council Meeting

Minutes – Discussion & Action Items

ANNEX A



School Council
Financial Report 201