
School Council Meeting Minutes

Abraham Erb Public School

December 19, 2018 - School Library 7pm

Members Present: , Amy W., Becky L., Carolyn M., Deb B., Farzana D., Jennifer K., Jing X., Julie I., Lan W., Lee R., Leena S. (Minutes), Megha B., Melinda H., Sheila S., Tracy M., Vera J.,

Absent: Alison P., Amanda I., Anuvarna, Dan L., Deji S., Karen H., Kelly S., Vaidhehi K.

Guests (signed in only): None

Agenda item: Welcome and October Action Items Presenter: Jennifer K.

Discussion:

- Melinda motioned to approve November minutes, Amy seconded motion. All were in favour.
- JK reviewed action items from November minutes. The following items were closed or marked “in progress”:
 - Greening action item: there are a lot of opportunities for shading, greening, but they have to go through facilities. Step one is for Heather to list out opportunities, what are the needs we have, what areas do we want to focus on and get a pre-clearance from facilities group. Action closed. Heather to come back in April with high level plan, pre-approved by the facilities with what might be needed. Then we’ll be able to look at what this will cost.
 - Close opt out letter action. Letter sent out. Update will be later in the agenda.
 - Spirit-wear action item is still in progress. Mary had contacts that were looking at spirit wear. 3 vendors are to give quotes and we are asking for online ordering. At the next meeting a selected vendor will be shared along with options and prices. Will use price and option for online ordering to select vendor. Deadline moved to January.
 - Action to send School-Day message with minutes can be closed. Message was sent.
 - Action for mental health/wellness speaker is in progress. Sheila met with Heather and selected 3 people to contact. One replied and is on board and is transferring communication to a community outreach program. Reached out to Vista Hills and Laurelwood to see if they want to participate. The plan is to have a speaker followed by a meet and greet. April/May target. Asking for outlines that she can share. Mental health and mindfulness are the topics. JK asked if any reservations. All speakers are vetted and board approved. References were good as well. HS hopes is to join another school or two. Next steps are to provide an update in January.
 - Nutrition Action Item is in progress - details are later in agenda.
 - Trustee Speaker Action is in progress. JK reached out to trustees in Waterloo and they are glad to be invited. Looking at March 20th for them to come in. They will speak as a group and then a Q&A. Will close the action when the speaker is booked. JK will send request for questions to trustees with the objective being relationship building. Kathleen has visited the school in the past at last year’s science fair. Carol and Elaine have also visited. Scott hasn’t visited.

Decisions:

- Close greening action item pending high level plan to be developed by April due to involvement required by facilities group.

Action Items:

Person Responsible:

Deadline:

- | | | |
|---|----|--------|
| <input type="checkbox"/> Send out school day notification in advance of Trustees visit and request for questions in advance | JK | Mar 20 |
| <input type="checkbox"/> Vendor selection and pricing options for spirit-wear | DB | Jan 16 |

Agenda item: Principal’s Report

Presenter: Heather

Discussion:

- Thanks to Julie and volunteers for Book Fair. The teachers are excited about Scholastic Rewards program. All were given \$150 to order from catalogue.
- Friday, Officer Chen came in and did a presentation with grade 6s on online safety. He stayed for lunch and connected with ESL students.
- Humane Society was here for two days doing presentations.
- Everyone was busy preparing for Winter Variety Show; dress rehearsals; show is Dec 20 at 12pm. Doors open at 11:30.
- Thank you to the community for the week of giving donations. We have been able to support our own families that are in need and those at two other local schools which are very grateful as well as the Salvation Army.
- French books have been ordered, ukuleles are in. Teachers are grateful.
- Kindies went to Benjamin Tree Farm, junior classes to camp Heidelberg, and Rm 7 went to the Court at Laurelwood to perform for the residents.
- Mad Science will start Jan 29 and go weekly until April.
- Rocks and Rings (Curling) will be in for 2 days: Jan 28 & 29.
- Jan 17 the multilanguage book club meets. It is a parent engagement club. Parents come in and write a book together in English and their native language. It is published and put into home reading and the office as well. Led by Mrs. Voaden.
- Jan 26 is a PD day.

Agenda item: Fundraising Report

Presenter: Julie I. & Megha B.

Discussion:

- JI thanks all volunteers; proud to say nothing stolen and completed seamlessly and successfully.
- Gross sales were \$6,536.40 in 2.5 days, after taxes of \$457.55, net sales were \$6,078.85
- 60% of net sales in product rewards \$3600; divided amongst teachers.
- 23 books purchased for teachers through teacher wishlists.
- DB suggested teachers posting wishlists on School-Day for next year.
- HS will help communicate wishlists for next year to make sure teacher submissions completed early.
- MB sent out opt out letter two weeks ago plus a reminder last week. Very good response so far, working on a total.

- SS asked how many families does this represent. We don't have that data yet.

Agenda item: Nutrition Program **Presenter: Leena S.**

Discussion:

- Leena shared information about two companies that provide lunch programs for schools (ESNS and LunchBox Orders) and the benefits of both.
- The group discussed online forms versus paper forms and engaging vendors such as PitaPit or Subway directly.
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Discussion:

- We decided to further investigate a trial of ESNS (www.esns.ca) or directly going to a vendor (e.g. PitaPit) to offer lunches at the school.
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Action Items:

- Set up meeting with ESNS and Heather.
- Provide an update at the next meeting.

Person Responsible:

LS
LS

Deadline:

Jan 16
Jan 16

Agenda item: Treasurer's Report **Presenter: Carolyn M.**

Discussion:

- CM reported that \$2202.25 was spent on books from committed funds to teacher's wishlist and that \$14,599.30 is in the bank.
- Totals for opt out fundraiser are not yet known.

Decisions:

- Accept Treasurer's report as submitted.

Meeting adjourned at approximately 8:10pm

APPENDIX #1: Log of Open Action Items

Noted: Closed items are only noted here if the item was in open status at the beginning of the meeting

Action	Person Responsible	Deadline	Status	Meeting Raised
Look at any opportunities for greening and possible grants	Jennifer	Dec 19	CLOSED	May 18
Draft Opt out/ Donation Letter to be ready in September	Megha / Jennifer	Dec 3	CLOSED	June 18
Investigate possible suppliers and pricing for school shirts	Deb	Jan 16	IN PROGRESS	Sept 18
Send School-Day message with location of minutes and agendas	Jennifer	Dec 19	CLOSED	Nov 21
Investigate idea for mental health and anxiety speaker and provide update	Sheila	Jan 16	IN PROGRESS	Nov 21
Investigate additional lunch options for purchase and provide update	Kelly / Leena	Jan 16	IN PROGRESS	Nov 21
Send out School-Day notification in advance of Trustees visit and request for questions in advance	Jennifer	Mar 20	IN PROGRESS	Nov 21

APPENDIX #2: Summary of Financial Decisions at this meeting

Amount	Item	Date of Approval	School Year