

**RODEN PUBLIC SCHOOL - SCHOOL COUNCIL MEETING
OCTOBER 9, 2013 | 6:00 - 7:40 P.M.**

Council Members Present: Steven Cwirenko, Natalie Das, Guillermo (Will) Del Aguila, Matthew Hall, Tawnya Hallman, Cathy Iliallis (Teacher rep), Mark Lasso (Principal), Sarah Rogers, Nadia Smid, Doah Wilson, Michael Yhip

Regrets: None

Other Attendees: Heather Bell (Equinox), Leanne Wild (past Co-Chair); Parents Jen Harris, Kathleen Meek, Mother of Humden (Gr. 3)

Recording Secretary: Nadia Smid

1. WELCOME (15 minutes)

- New Council member Matthew Hall: member at large
- Mike as new Community Liaison: responsible for school and community engagement.
Action: Mike to identify potential projects and vision for position
- Leanne's 2012-2013 council report
 - Leanne would like to coordinate 4 parenting workshops through East End Community Health Centre and 2 parent social evenings. Request for \$20-40 for each workshop to cover cost of food
Action: Council to discuss and vote
 - Learnings/suggestions from Council last year:
 - submitting council member reports in ahead of meeting for minutes
 - regular newsletters sent out and bulletin board created in front hall
 - Co-chairs met regularly outside of monthly meetings. Suggestion to hold Exec only meetings. Also had community council meetings with Council Chairs from other neighbourhood schools
 - get to know the Community room
 - purchase paper for photocopying
 - funding did not get to the classrooms as they had hoped

Action: Natalie to look for Lakshmi's information about the funding formula and budget and will post on Google Drive. Leanne to assist if necessary.

Action: Guillermo to coordinate getting information from Leanne on last year's successes, challenges and financial report to provide to Council.

2. BUSINESS ARISING FROM MEETING SEPTEMBER 11/OCTOBER 2 (5 minutes)

- TDSB is setting up a TDSB email account for council. Mark to provide when it's set up.
- Pizza for meetings - DEFERRED
- (Nadia) Election of Renee Perrin for Roden/Equinox liaison. Motion by Mike. **CARRIED.**

3. CHAIR'S REPORT (GUILLERMO - 10 minutes)

- Define our priorities and create SMART goals: brainstorm to take place online.
Action: Google doc to be set up for all council members to contribute ideas and feedback to. Should include 30% increase of parents added to the communication list (target parents without technology and non-English speaking parents).

Work with Natalie, Doah, Mark and Chris to create a list.

- Create Bylaws and procedures for the council
Action: draft of bylaws for discussion and set a date to approve.
- Define work groups and Committee chairs (Volunteer Committee?) - DEFERRED
- Suggestion to host meetings online to make available to members who can't attend.
Consensus: not necessary at this time.
- Online donations - collect donations, visually see fundraising goals.
Action: Guillermo to add link to web site.
- Collection of pizza money via inet or movie night.
Action: Pizza lunch is not overseen by Council. Guillermo to propose to Heather. [amended 10/16/2013 from Adrienne to Heather]
- **Motion:** to purchase insurance for events (recommended by Mark) for ~\$140. **CARRIED.**

4. TREASURER'S REPORT (STEVE - 10 minutes)

- (Will) Split budget % vs other projects% (Targets of opportunity), PACE Account? - DEFERRED
- (Will) Inventory and accounting - DEFERRED
- Popcorn machine bill is outstanding
- Reimbursement requests are recouped during the event and receipts kept in the office. Where events didn't take place, money is pre-approved and then reimbursed after.
- If teachers have a request for funds, they submit a form via Mark.
- Steve to provide account summary on a monthly basis.
- Petty cash is available in the office

5. FUNDRAISING CHAIR'S REPORT (DOAH - 10 minutes)

- (Will) Brainstorming for other potential targets for fundraising (not only parents) - DEFERRED
- Proposed dates of and plans for future Fundraising Events:

DATE	EVENT		DATE	EVENT	
September 27 2013	Movie Night	confirmed	February 28 2014	Dance	TBC
October 24/25 2013	Book Fair	confirmed	March 28 2014	Movie Night	TBC
November 15 2013 November 29 2013	Fundscrip/QSp Movie Night	confirmed	April 25 2014	?	?
December 12 2013 December 20 th 2013	Bake Sale Fundscrip/QSp end	confirmed	May	Movie Night	TBC
January 31 2014	Movie Night	TBC	June 05 2014 June 20 2014	Bake Sale Fair	TBC

1. Fundraising committee will proceed with magazine efforts as last year, but with earlier start. Members are also investigating Fundscrip and food related fundraisers, but these are also far more labour intensive and we are not committed as yet.
2. Does the administration have a problem with promoting food (such as chocolates or cookies) as a fundraising initiative? Does the administration support using incentives for students as part of the fundraising programme? - DEFERRED

Next Fundraising Committee meeting will be Wednesday 8 Januaryth 2014 (TBC).

Allocation of fundraising funds – - DEFERRED

would like some discussion and consensus on how to spend :

Classroom

- Parents want fundraising money to support field trips and supplemental programmes within the classroom (eg. scientists in the classroom)
- Teachers express interest in technology in the classroom. Tablets?

Exterior

- Benches for the west playground – How is this progressing?

Also

- We now own a popcorn making machine. Can we please make teachers aware that this machine is available for their use as well in classroom fundraisers? What about popcorn days, or hot popcorn and coffee one day a week after school for the parents who stay?

6. COMMUNICATIONS REPORT (NATALIE - 7 mins)

- Web hosting services are paid up until July 2014 (\$90)
- Roden magnets to be given to each student.
Action: include council's mission, vision, request for emails with the magnets.
- **Action: Natalie to send request to Doah about getting further assistance.**

7. EQUINOX LIAISON (HEATHER - 10 minutes)

- lunch room committee - shared committee to be set up with Roden and Equinox
- movie nights
- popcorn machine

9. NEW BUSINESS (10 minutes)

- **(Tawnya)** Proposal for a Healthy Kids Committee (Food, Exercise, Nature) - DEFERRED
- (Nadia) Minutes will be distributed to Council for review. Request to have an electronic vote of approval within one week will enable us to distribute to parents in a timely manner.

10. PRINCIPAL'S REPORT (MARK - 20 minutes)

- Add Model Schools to future agendas
- Upcoming workshops info to out in newsletter.
- Roden will receive \$449 from the TDSB as a base budget.

- Group of Roden parents hosting EID celebration October 25th 3:30 until Movie Night set up. Get info about EID, food, music, etc. in the gym. Posters/info going out soon.
- Need volunteers for Lice check taking place on October 30th in the morning.
- Garden fencing is coming down. A few classes will maintain it.
- Anaphylaxis Canada will conduct a workshop for council and parents in the middle of the next Roden/Equinox meeting. Both councils will need to have abridged meetings to accommodate: Equinox 6:00 p.m., Workshop for 45 minutes, Roden to follow.
Action: Chair to let Mark know if council is okay with that.
- Request for Funds forms will go to teachers. Mark will direct those to the Chairs to discuss fund allocation.
- Bulletin boards - Roden can opt for front hall or part of large board. Doah requested a board in the FDK area.
- Consider translating services to improve parent engagement.
Action: Councils to take offline to discuss.
- Recommends each Council Executive meet outside of School Council meetings. Most work should be accomplished through the committees. Committees can use the library each Wednesday evening.
- Request from Equinox parent to hold alternating meetings on a different day.
Action: Chairs of Roden & Equinox to coordinate
- Council needs the following 5 positions filled: Ward Council Liaison, Safe Schools, Budget, School Improvement, Staffing.
Action: look for volunteers
- Paper and copiers - notify Mark to order paper for council. Copy code to be available for Roden council on 2nd floor copier to make copies at any time.
- Alternate child care costs between Roden & Equinox. Usually two adults, TDSB approved and \$20/hour.
- Request to give Mark advance notice about plans, permits, etc.

Minutes approved by (insert name & date):

Tawnya Hallman/Oct 15, 2013,

Jennifer Stephen/Oct 15/2013

Sarah Rogers Oct 16/2013

Will del Aguila 2013 10 16

Renee Perrin/Oct. 17 2013 (I wasn't there, but still looks good to me)

Michael Yhip oct 23 2013

Steve Cwrenko 10/25/2013

Matthew Hall Oct 24/2013

Natalie Das Oct 29, 2013

NEXT MEETING: Wednesday, November 13, 2013, 7:20 p.m. in the Roden School Library