



W. Erskine Johnson School Council

February 9, 2016 Meeting Minutes

Meeting commenced at 6:39pm.

Attendees: See attendance sheet plus Principal Marilyn Burans

Principal's Update

Principal Marilyn Burans's update:

- Current number of students at WEJ is 572
- Kindergarten registration period is done
- Pink & Red day is Thursday, Feb 11, PD Day is Friday, Feb 12 and Family Day Holiday is on Monday, February 15.
- Pakenham Winter Day for grades 4-6 is 19 & 26 February.
- Toonie Tuesday is February 23 [See <http://www.educationfoundationottawa.ca>]
- WITS program is operating school-wide [See <http://www.witsprogram.ca>]
- Swim to Survive program for Grade 3 students [See www.lifesavingsociety.com/swim-to-survive.aspx]
- Winter Day for Gr 1-3 is coming up.

The Principal's updates are available on the school website, WEJPS.net.

Q: *Does every teacher have a blog?*

The school does not require teachers to have a classroom blog. Most teachers do have a blog and all teachers can be reached via email. The staff is listed on the WEJPS.net under the site menu Staff. Teacher email is first.last@ocdsb.ca.

Q: *What is the status of the Swipe Key security door lock?*

The principal has submitted the required paperwork to OCDSB and is waiting for an installation date.

MOTION: Council approves January 11th 2016 Meeting Minutes. **Motion Passed.**

Treasury Report - Laura

Treasury report for February 9, 2016 is included. See below.

- Net Total Funds raised to date for 2015-16 is \$7,248.28.
- Movie Night pizza/drinks, fleece hat sales, poinsettias plant sale generated (after expense) are \$212, \$90 and \$263, respectively.
- The Hot Lunch program generated (after expenses) \$3,395 (Pizzas), \$666 (Milk & Juice) and \$2,631 (Pitas) from the Nov to March session.
- The Lunch Lady program for the month of December 2015 generated \$66.85 for school council.

Outstanding allocations are:

- Teacher Supply (aka Teacher School Supply Grant) was allocated \$2000 of school council funds. Currently two teachers have submitted receipts for reimbursement for a total of \$100.
- Swipe Key Security Door Lock & Installation was allocated \$2000 of parent council funds and is pending installation. No check issued.

Former chair recommends maintaining \$2000 at the end of school year to carry over into the next school year.



Total available funds is \$5,269.

MOTION: Council approves the submitted treasury report. **Motion Passed.**

Hot Lunch Program - Sutha

Second session of Hot Lunch Ordering will start on 22 February 2016 and end on 11 March 2016. Ordering period will be three weeks. Second session of Hot Lunch Program (Pita Pit, Pizza) is expected to generate \$2K - 3K for council.

Q: *Can another Lunch Lady food day be added to the week?*

Principal: Three days per week of delivered vendor food is about the limit the school can have under OCDSB rules and nutritional guidelines. Having two separate food deliveries on same day would impact teacher instruction time, confuse students and volunteer efforts.

Pita and pizza orders generate a lot of funds for the parent council. Lunch Lady only generates 35 cents per order for school council. Milk is sold at cost and intended to be accessible and affordable to all students.

Discussion: *Is the cancelled Lunch Lady order (from February 3rd) to be refunded or rescheduled?*

The tentative make-up day for Wednesday, February 3rd cancelled orders (due to the School Bus Cancellation) is scheduled for **Monday, February 22**. This is dependent on the availability of our volunteer coordinator Diane. Alternate make up date is 29 February. Refunding payment for cancelled orders is too difficult.

Q: *Does Council want to add Pita Pit Smoothies to upcoming Hot Lunch program ordering?*

Discussion: Pita Pit is promoting their kids smoothies for ordering via the Hot Lunch Program. Principal Burans had samples from Pita Pit for parents to try. A smoothie would cost 3.50 (with \$1 going to School Council); Potentially too messy at school and in lunch boxes if unfinished/uncapped. Maybe consider a one-time ordering day in the warmer days of school?

Family Movie Night

The next Family Movie Night will be Thursday, April 14 (PD Day is Friday April 15.) Movie selection will be decided, by committee, based on availability and selection closer to the event. Ge will coordinate event. Pizza and drink ordering will be offered. Time of the event is 6pm for pizza, 6:30pm for start of movie. Computer or DVD player needed instead of using school laptop.

Cake Walk Fundraising Event

Cake Walk involves many parents donating cakes to be raffled at school with students purchasing raffle tickets and choosing which they would like to win. (Eg. 50 cakes = 50 raffles.) Gym space is used to store donated cakes on tables. Suggested limit of \$5 per student. Ingredient list must be included with donated cake. Perhaps use online fundraiser ordering system to estimate number of cakes donated?

Cake Walk Date: Friday, May 6th (before Mother's Day weekend).

Committee yet to be formed.

Ontario's Parents Reaching Out (PRO) Grant for 2015-2016 – Megan

Parents Jennifer Ljungstrom & Megan Cornell's submitted an OCDSB \$1000 Grant proposal for a Math Night for WEJ accepted in the fall. A grant cheque has not been received at the school.

Spring After School BBQ

Similar to last year's; after school BBQ to be planned for June 15th, starting at 4:30pm. Suggestion of having fire/police vehicles at event. GrillMaster vendor to be considered again. Committee to be formed to manage event.



Other Business & Questions

Raspberry Pi Computers– Brian

10 Raspberry Pi computers, which were acquired last year through a PRO grant, need a place to be stored at school.

There is an Ottawa robotics club, which is interested in reaching out to schools to promote robotics to schools, children and parents. Teachers Bradley & Jackson are introducing coding to students. Consider having robotics club come to school and possibly use the Raspberry Pi computers.

Allocation of Funds to School

Previous meeting Principal Burans specified two areas the school needs funding: 1) library books and 2) outdoor recess equipment. In previous years, replenishing the outdoor recess equipment amounted to \$1500. Principal Burans says school computer/technical resources (chrome books/iPads/carts) are well funded at this time.

Q: *Why doesn't the school purchase RazKids classroom software license for more classes?*

RazKids is a US software program for school classrooms that costs \$99US (Approx. \$140 Can) for a 1-year subscription for 1 classroom. The school has restricted its purchase to the grade 1 classes due to cost.

Discussion

School library is in need of many new books. The school librarian gets requests from teachers for books used in class. Teachers also borrow books out of the library for class instruction, and for guided individual student reading. Council is anticipating raising \$3K - \$4K in the next couple of months. Outdoors equipment won't be needed for a couple of months so funding for this can be deferred.

MOTION: Council approves allocating \$3000 for new books for the library. Motion Passed.

Meeting adjourned at 8:10pm.

Meeting minutes by Lili O'Reilly

Next School Council meeting will be **Monday, March 7th** (not the regular scheduled 2nd week of the month) at 6:30pm in the school library.



WEJ School Council

The sources and uses of funds for year 2015-2016

(As of Feb 9th 2016)

Cash on hand at the beginning of the period (September 1, 2015)	\$ 3,867.98
Add revenues: Net funds raised (see Analysis 1 below)	7,248.28
Subtract Project expenditure: Teacher Supply	(100.00)
Total Available Cash On hand	<u>\$ 11,016.26</u>

Subtract committed expenditures : For outstanding invoices for Pitta and other projects

Pitta-Outstanding invoices (estimate)	\$1,847.00	
Teacher School Supply Reimbursements (Motion passed in Nov, 2015)	1,900.00	
Installation of swipe key for door at WEJ (Motion Passed in Jan, 2016)	2,000.00	<u>\$ (5,747.00)</u>
(See Analysis 2 below)		

Total fund available for other projects (estimate) **\$ 5,269.26**

Analysis 1: Net funds raised			
Activity	Receipts	Expenditure	Net Proceeds
Movie Night (June 2015)		76.84	-76.84
Movie Night (Dec 17 2015)	558.70	345.99	212.71
Fleece Hat Orders	90.00		90.00
Poinsettias Plant Fundraiser	704.00	440.59	263.41
Pizza (Nov to March)	12043.50	8648.49	3395.01
Milk & Juice (Nov to March)	5466.00	4,800.00	666.00
Pita (Nov to March)	5732.64	\$3,101.50	2631.14 *
Lunch Lady (to Dec 31 2015)	66.85		66.85
Total	24,661.69	17,413.41	7,248.28

Note:

* There are more invoices to be paid for cost of Pita

Analysis 2: Projects expenditure			
Activity	Committed	Expenditure	remained
Teacher Supply	2000.00	100.00	1900.00
Swipe Key Installation	2000.00		2000.00
Total	4000.00	100.00	3900.00



February 9, 2016 - School Council

Sign In Sheet

email

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