



W. Erskine Johnson School Council

May 9, 2016 Meeting Minutes

Meeting commenced at 6:50pm.

Attendees: Principal Marilyn Burans, Shawn Armour, Julie Li, Laura Cui, Lili O'Reilly, Sutha Manikavasagen, Sherry Kardolus, Karen Stacey, Xiang Wang, and Shannon Jorgensen (teacher).

Principal's Update

- \$3000 in school library books are being purchased; 50% English, 50% French.
- Projected staffing levels will remain the status quo and not impacted by OCDSB budget cuts.
- Provided "Secondary School Program Review" and "OCDSB Exit Outcomes" handouts. (Also on OCDSB website)
- Volunteers who are on School Council, who volunteer in class, or who have volunteered for class trips or athletic trips are welcome to join us at school on Friday morning this week for a celebration. This event is from 8-9 in the school library.
- School website not updated.

Q: *Can the SynerVoice be used to send out notices about School Council events at the school?*

Principal: Yes, but it is time consuming and painful to use.

Meeting Minutes

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

Financial Report – Julie/Laura

See attached treasure report submitted at the meeting..

\$6,422 – \$2K (next year carry-over buffer) = \$4,422 remaining to be spent by end of June.

There is an estimated \$1,500 unspent by teachers from the Teacher Supply allocated by council.

Principal will send a final reminder at staff meeting to submit receipts for the \$50/teacher grant.

\$500 check to the Earl of March School Council was declined. The School Council will transfer the \$500 to the WEJ school account, who will transfer \$500 to the OCDSB, who will send the \$500 to the Earl of March Secondary School.

Q: *Did we make any money from the Movie Night raffles?*

No, we made \$121.00 on raffle tickets and spent \$200 on items.

HotLunches Report – Sutha

No report to HotLunches.

Spending of Funds – Shawn

Items discussed for spending school council funds on includes:

- Outdoor recess equipment,
- Software licenses for RazKids,
- Book materials for library or classrooms,
- Field trip by grade (pay for buses, pay for tickets)

Discussion: A RazKids app classroom license is \$99 USD per class for one year. Currently school pays for grade 1 and some grade 2 classes. \$1,200 would be needed for all the grade 1 and 2 classes for next year. Renewal time is in September. Can we pre-pay for the Sept year? Yes.



Principal: This could be considered, if it can be paid for by end of June and not in September.

Q: *Are there other websites or app licenses the school council can purchase for the school?*

Discussion: Parents suggested IXL program, used by many in the Chinese community, and “bStart” (SP?) for grades 1-6.

Discussion: *Outdoor recess equipment, especially balls, is needed. Can the council get the wish list and shop around and order the equipment? Is there a teacher or contact person to make the equipment wish list?*

Principal: Yes, council can buy the equipment. The contact person for School Council to obtain a wish list of equipment will be the principal and not a teacher.

Q: *Can parents donate extra soccer balls to the school?*

Principal: Teachers can ask parents for donations.

Discussion: Can school council funds pay to fund field trips and in-door activities that require fees from parents?

Principal: One school bus cost \$200 per field trip. Money would need to be allocated equitably. Next year would be the time to discuss using school council funds for aiding in funding field trips. At this time of year, teachers are very busy and can’t arrange any new field trips at this time.

MOTION: *Council makes a motion to approve allocation of \$1,200 for the license renewal of the RazKids program in the upcoming school year with remaining unspent funds from Teachers’ Supply Grant. **Motion Passed.***

MOTION: *Council makes a motion to approve allocation of \$4,000 for towards purchasing sports equipment for the school. **Motion Passed.***

Ontario’s Parents Reaching Out (PRO) Grant for 2015-2016

The check for PRO Grant \$1,000 was found. There was also another check for \$500 from a PIC grant (Parent Involvement Grant). At this point in the school year, it is unlikely to appropriately spend the PRO \$1000 Grand due the stringent rules.

Cake Walk Fundraiser – Shawn

This event has been cancelled.

Parent Volunteer Day – Sutha

JoJo’s has offered to provide lunch on a scheduled day for parent volunteers day who have help with pizza delivery.

Parent volunteer breakfast by the school is Friday, June 3.

End of Year BBQ – June 22 4:30-6:30pm – Shawn

Bouncy house? What is the estimated cost? \$750/8 hours for rental of a bouncy house.

GrillMaster is confirmed as vendor for June 22. 4 parent volunteers are needed to help GrillMaster.

Ottawa public safety has been contacted to bring touch-a-fire truck/police car for a 1 hour booking.

MOTION: *Council makes a motion to approve allocation of \$400 towards entertainment (bouncy house rental) at the End of Year BBQ. **Motion Passed.***



Other Business

Q: *What is the CHEO walk-a-thon?*

Principal: All grades 1-6 students walk around the neighbourhood with their class. The money send in as pledges is collected by teachers and will be presented by WEJ at the televised CHEO Telethon on June 1st.

Q: *Can money be raised to support people affected by the Fort McMurray fires?*

Principal will ask staff.

Teacher: Teachers would probably like to but are overwhelmed at this time of year.

Meeting adjourned at 8:15 pm.

Meeting minutes by Lili O'Reilly

The last School Council meeting of the year will be in June.



WEJ School Council
The sources and uses of funds for year 2015-2016
(As of May 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)	22,693.12
Subtract Project Expenditure: (see Analysis 2 below)	(5,841.33)
Total Available Cash On Hand	\$ 20,719.77

Subtract committed expenditures : (For outstanding invoices for term two lunch and other projects)	
Lunch Term Two Invoices Estimate	\$ 12,638.45
Teacher School Supply Reimbursements (Motion passed in Nov, 2015)	1,658.67
	\$ (14,297.12)

Estimated Total Fund Available for Other Projects	\$ 6,422.65
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Analysis 1: Net funds raised			
Activity	Revenue	Expense	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
Lunch Program (Term one)	23633.84	18248.64	5385.20
Lunch program (Term two)-Estimate	18177.19	1235.75	16941.44
Chq Printing fee		282.84	-282.84
Movie Night (April 2016)	787.85	627.81	160.04
Total	43,951.58	21,258.46	22,693.12

Note:

*there more payment for term two lunch estimated at \$12638.45

Analysis 2: Projects expenditure			
Activity	Committed	Expenditure	remained
Teacher Supply	2000.00	341.33	1658.67
Swipe Key Installation	2000.00	2000.00	0.00
Library book fund	3000.00	3000.00	0.00
Earl of March	500.00	500.00	0.00
Total	7500.00	5841.33	1658.67