

**McKee Public School
Toronto, Ontario**

**School Advisory Council Minutes (DRAFT ONLY)
June 16, 2010**

Attendance:

Cheryl Patterson	Hindy Bieler	Kelly Moon	Peter Moon
Debbie Ralston	Jennifer Schmidt	Koon Leung	Robert Co
Frieda Chen	Julie Costanzo	Nancy Charron	Robyn Young

1. Call to order 6:35 pm

2. Review of minutes from May 12, 2010

a. Review of action items carried forward from last meeting:

1. Cheryl to get price for lines on the track [**ACTION (1)**] (should have them next week)
2. Jennifer to send a copy of present Principal Profile to Frieda to be forwarded to council [**ACTION (2)**]
3. Jennifer to forward update from Trustee Rutka [**ACTION(3) Frieda to forward most recent update to new attendees**]
4. Julie to forward names of Raffle door prize winners to Frieda for website posting (completed)
5. Debbie to put announcement asking students to bring back unsold tickets in announcement book (completed)
6. Hindy to print copy of School Newsletter for manager of Metro (completed)
7. Frieda to write up draft of annual report (completed).

b. **MOTION(1): To approve minutes from May 2010 with amendment (Remove the word "trip" from medieval feast as it will be held at school) (Debbie/Nancy) PASSED**

3. Principal's Report (Cheryl Patterson)

- a. Cheryl thanked the council members, Nancy Charron, Robyn Young, Hindy and the executive, for their work during the year especially in getting the playground work done. The latest additions, nature classroom and track, are being put to good use by the students and teachers.
- b. Robyn Young has been promoted and will not be here next year. Her work on the council has been valuable and will be missed.
- c. School organization: 2 teachers remaining to be hired as a few last minute changes of situation occurred. All teachers got to teach the grades they requested.
- d. School calendar for September 2010:
 - September 15: Welcome back BBQ
 - September 16: International languages school registration
 - September 22: Curriculum night
 - September 23: First day of International languages

September 30: Terry Fox run, Pizza lunch and First SAC meeting

e. Hindy gave a summary of the school year:

The Volunteers portfolio is a big one and this year saw the largest turn-out to the Volunteer thank-you tea. Of the 150 volunteers invited, 70 attended. Thanks went to the SAC for promoting volunteering.

Peer Mediation was a success thanks to Robyn. This wonderful program will be continued next year by Ms. London and should be ready to begin next October.

Smart boards are gaining interest among the teachers. The present e-mail system TEL will be shut-down in the new year and teachers will be using OUTLOOK and a workspace program. New technology will soon allow students to link online between schools to create META classes. Students will have access to the program for home use.

School renovation this year to create space for a Special education classroom by putting a doorway in the wall of the Library office. This cost the school \$4500.

4. Co-Chair Report (Jennifer Schmidt)

- a. Review of pizza lunch, hand sanitizer and other fundraising initiatives.
- b. Money from the Raffle will go to fund part of Prologue next year.
- c. Although there were doubts that the playground plans would ever come to fruition, happily a great deal was accomplished: the track, nature classroom, jumping pits, more trees. Now we just need the lines painted and are awaiting the planting of more trees in the fall. The cheque from the Evergreen program was picked up. \$2000 will pay for the planting of 3 mature trees.
- d. Jennifer expressed thanks to the executive and Julie who's work on the raffle has been invaluable.
- e. Annual report. Was briefly reviewed. To be sent out shortly after the first meeting after new board is elected.
- f. We need volunteers for the welcome back BBQ. Contact Debbie to volunteer.

5. Treasurer's Report (Robert Co -see attachments from the meeting for details)

- a. Our net worth is \$8707.05 (after the \$10000 withdrawal for the track). Several items were reviewed. The yogurt sales are doing well. The Pizza lunches are acceptable. Due to a few conflicts with school trips, some of the lunches were not as successful as others. The raffle was very successful \$3250.92. Kitchen and Office equipment are assets valued at \$1000 although they can never be converted to cash. Fun fair beads to be stored in the library for the future. Leftover cookies will be used toward the Pizza lunches. DUCA membership is another item that cannot be withdrawn. NYCU item is from PACE account and will run until depleted to complete our interaction with that financial institution.
- b. Bank reconciliation. Raffle amount does not include money that came in after May. After prizes were paid out, we still had \$3493. The frozen yogurt has finally broken even. Freezies are being sold. 100 freezies were used to treat the EQAO participants.
- c. Expenses - \$2386.06 was claimed by the teachers as their allowance. Discussion ensued about whether Teacher allowances should be replaced with School trip allowance money. Also discussed was which fundraising items should be repeated in the next school year. This will be in the October budget. Koon suggested that we should choose fundraisers that do not require a large expenditure upfront and are low

risk rather than those that include buying and selling of goods. Pizza lunches would probably be repeated. Hopefully if the pizza costs do not increase we will be able to maintain the present prices. Fundscript would not be repeated due to the high chance of liability in terms of getting the cards to the parents and also due to the banking issues that were caused by it. Some suggestions for future fundraisers included selling magazine subscriptions, greeting cards designed by your child, coffee, and pasta. We still have hand sanitizers. They should be sold at the BBQ. They have a good profit margin. It should be noted that the income from the sanitizers is not accurately reflected since some of the income was mixed in with the T-shirt sales.

d. Budget. SAC as agreed to cover 2 Prologue sessions (\$1200-1500/presentation) Usually there is one show per term with 2 performances to accommodate both morning and afternoon kindergarten classes. By bringing the performances to the school, we cut transportation costs, and logistics of transporting so many children. Prologue performances can be music puppetry, dance, mime or theatre. Three very different performances have been chosen for next year. The first performance will be on November 20, so the council payment will not be needed until the. Koon mentioned that we could decide to put more into Prologue and have the school pay for the Scientists in the School program. Note in other schools, the students pay for this program. Next year will be a reassessment year.

6. Fundraising report (Julie Costanzo, Debbie Ralston)

- a. Raffle. \$3493 net made. Mr. Gagnon's class was the biggest selling class and Nathaneal was the biggest selling individual. Should the raffle be run next year? It is a lot of work and involved 5 weeks of collecting money. It was suggested that it could run for a shorter time. Also, since we know the regulations and also have list of sponsors, it should be easier to run in the future.
- b. Frozen Yogurt - success.
- c. Pizza lunches - there is one more left. Income lower than predicted. Two pizzas are to be paid back for the dance-a-thon. School to reimburse SAC for the amount.
- d. Plan for next year - Pizza lunches should remain at 2x per month. Our supplier is reliable, the kids like it and we are able to keep the price low by pre-ordering 40 pizzas every time at \$15.25/party pizza.

7. Welcome back BBQ (Debbie)

- a. Food needs to be arranged. Debbie has a few leads [**ACTION(4) Debbie to book M&M as soon as possible as backup**]. It is a SAC fundraiser and must be organized by SAC. M&M supplies the condiments but we need to bring the buns. Jennifer has name of person to get good priced buns. Teaching staff signs up to serve the buns. We discussed borrowing cotton Candy machine. Freezies can be sold. Entertainment such as a juggler was suggested. Debbie is our contact for the BBQ. Pizza Pizza can provide jumping castles, but there may be a problem with power supply for the number of setups required.

8. Next Meeting

- a. Thursday, September 30, 2010 at 6:30 p.m.

9. Meeting Concluded at 7:28 pm.