



MINUTES-COUNCIL

Foundations for the Future – North Middle School

September 12, 2019 5:30 pm

In Attendance

Council

Terri Sartori, Chair
Andrew Chu, Vice Chair
Lea Ann Triska, Secretary
Sarah Stilborn, Communications Coordinator
Jyleen Wong, Parental Partnership Coordinator
Mei Young Cheah (Jennifer), Treasurer

Staff

John Deines, Principal
Catherine McVeigh
Rod Pittman
Danny Williamson

Guests

Absent

Shabnam Afzali, Fun Lunch Coordinator
Sawson Awad, Community Services Coordinator
Marja Kuncic, Fun Lunch Coordinator
Shannon Middlemiss, Fundraising Coordinator
Joshua Symonds, Associate Principal

Meeting called to order at 5:42 pm.

Approval of September Agenda

Add: Review of Council goals after ASC report.

Add: Communications report after Parental Partnership report.

Add: Review of scheduled meeting dates.

Approval of September agenda as amended.

- **Motion - Jyleen Wong**
- **Second - Andrew Chu**
- **Motion carried at 5:44 pm.**

Approval of June and August Minutes

Amendment: Remove "incoming" from Andrew's title in August minutes.

Approval of June and August minutes as amended.

- **Motion - Terri Sartori**
- **Second - Lea Ann Triska**
- **Motion carried at 5:45 pm.**

Chair Update

Terri

- Included with tonight's agenda is a list of important dates such as Council meeting nights, school breaks, and PD days. If you have any to add to the list, please forward the information to Terri.
- At our June meeting, Council meeting nights for the new school year were set to be every second Thursday of the month. Due to conflict, we are changing the meeting schedule to every third Thursday of the month for the rest of the year beginning in October. The date of our AGM may be set to coincide with the parent orientation night as we did last year.

Teacher Representative Report

Mrs. McVeigh, Mr. Pittman, Mr. Williamson

- Mr. Pittman and Mr. Williamson both operate a classroom economy program in their homeroom classes as a tool to teach their students real life money management skills. Part of the program incorporates granting the students opportunity to participate in a monthly auction in which they can spend their money on various articles such as gift cards, games, and educational items.
- In previous years, Council has helped to fund the auction part of the program. This year, the request is for \$500 per classroom.
- Last year, Council approved spending \$2800 on discretionary funds for 25 homeroom teachers (\$100 each) and 6 assistant staff members (\$50 each). Teachers and assistants submit their expenses to the office and are reimbursed for their purchases per receipt. At the end of the school year, it was determined that a portion of the discretionary funds were unused.

- January 31, 2020 was chosen as the cutoff date for discretionary purchases. A reminder will need to be distributed to the staff upon return from Christmas break. After the deadline, Council can evaluate and redirect any unused funds.

Motion to provide teacher discretionary funds totaling \$2800 for 25 homeroom teachers (\$100 each) and 6 assistant staff (\$50 each) to be spent by January 31, 2020.

- **Motion - Terri Sartori**
- **Second – Jennifer Cheah**
- **Motion carried at 6:23 pm.**

Motion to provide \$150 each to Mr. Pittman and Mr. Williamson to supplement their classroom economy projects.

- **Motion - Terri Sartori**
- **Second - Lea Ann Triska**
- **Motion carried at 6:35 pm.**

- This year, cheques to fundraising vendors need to be issued from the school instead of Council, therefore, extended payment terms are needed to allow extra time for preparation.
- The new school year is off to a great start. A Well Being Committee has been established to promote and maintain healthy habits and positivity. Ideas such as organized sports amongst the staff and PD days focused on health and well being have been put forward. Grade 5 teachers recently hosted a breakfast for all staff to increase interaction.
- Instead of offering one-on-one orientation meetings with parents as per previous years, grade 5 teachers met with parents and students as a group. This worked quite well.
- Mr. Symonds has been meeting with staff members one at a time in an effort to acquaint himself with and learn about everyone.
- Many teachers are getting involved in the Aboriginal Perspectives Committee.
- Thanks to the School Beautification Committee, the staff room has gotten some new couches, new paint, and a redesigned allergy board.

Fundraising Report

Shannon

- The Deal Deck campaign has begun and the first order distribution will happen tomorrow. We may want to promote our fundraiser through the High School, as done previously with other coupon books. Terri will announce this fundraiser at the next ASC meeting.
- Opt-In notices have been issued. We were only able to have one donation denomination input on the Pay Fees screen on the FFCA website. Those who wish to donate this way can choose multiples of \$25.

- The Davison Orchard apple sales campaign is tentatively planned to launch on September 20. Sarah will inquire with the orchard as to whether or not we can get payment terms changed from C.O.D. to Net 30 Days. This extension would allow the cheque to be issued by Central Office instead of Council.
- We will look into running a Fundscrip gift card campaign as it has been requested by parents.

Treasurer's Report

Jennifer

- We are waiting for all members with signing authority to visit bank to update their signatures.
- A plan has been put in place with Kim in regards to financial reporting for the year.

Fun Lunch Report

Shabnam and Marja

- The food vendors have been selected for year and the Healthy Hunger platform has been updated. Notices were distributed to families this week. The first fun lunch day is Friday, September 20 with Panago as the provider.

Communications Report

Sarah

- Fundraising and fun lunch information have been uploaded to Edsby. Meeting dates, agendas, and minutes will be added throughout the year.

Community Partnership Report

Sawsan

- The Welcome Back Breakfast is ready to go. There will be pancakes, gluten free pancakes, granola bars, wagon wheels, oranges, juice, and coffee.
- We have enough volunteers to fill the shifts. The first shift begins at 6:45 to setup and begin cooking the food. The serving and clean up shift begins in time to meet the students as they arrive at school.
- Freezies have been purchased. Half will be used at the Welcome Back Breakfast and half will be used at June's sport day.

Parental Partnership Report

Jyleen

- Jyleen is working with Mrs. Wong to be able to access the monthly volunteer reports as well as receive related emails. It is estimated that the system will be in place by October's Council meeting.
- Requests for fun lunch day volunteers will be sent 1 week in advance.

Principal's Report**Mr. Deines**

- A bouncy play structure has been rented for Sports Day. The cost is approximately \$500 and is being covered out the school's budget. It would be appreciated for Council to consider funding this rental.
- FFCA Administration Council meetings began today. The HS is proposing to work together with NMS and SMS to host an information evening for families. Dr. Nurin Raj, an FFCA alumnus, would be invited to speak about the dangers of vaping.
- Since this in line with our outreach goal for the year, NMS School Council is willing to participate in the event.
- It was suggested to find a venue central to most families, however, we are reluctant incur any rental costs considering that we have school gymnasiums available for free.
- The school funded hydration station will be installed shortly.

ASC Meeting Update**Terri**

- On September 24, SWE will be hosting the Effective Councils presentation by ASCA. Evites have been sent. Please register if you will be attending.
- ASC fees are same as last year.
- ASC is creating a separate committee to fundraise for FFCA's 25th anniversary in 3 years. This summer's golf tournament was cancelled due to poor registration.

New Business

- Lanyards for Council volunteers are ready and should be worn when you are in the school.
- An inquiry was made as to whether or not Council members should have their own page in the annual student yearbook. It was suggested that if we have pictures of members being active at Council/school events, to forward them to the teacher yearbook representative(s) to be incorporated in the next edition.

Review of Goals**Andrew**

- Community Outreach – Partnering with SMS and HS as explained in the Principal's Report meets our first term objective.
- Improved Communication – We are on track with recent communication on Edsby about fundraising initiatives and goals. Council agendas and minutes will be also be posted, as per our bylaws.

- Parental Involvement – Reporting will begin in October. If there is trouble filling volunteer shifts, we will reach out to the grade 5 teachers since the grade 5 parents tend to be eager to help.

Meeting adjourned at 7:30 pm.

Next meeting is October 17, 2019.