

St. Andrew's Parent Council Meeting
Tuesday January 22nd, 2019
6:15 - 7:30 pm
Meeting Minutes - DRAFT

Present: Denise Vavaroutsos (Chair), Amanda Cepler, Nabil Altai, Marg Cathers (recorder), Kas Lingenfelter, Celeste Smith, Jessica Feldberg, Ryan Heritage
Absent: Amran Abocar, Vito Mainuzzi, Raheema Naran, Cynthia Qian, Marni Stepak



1. Welcome and introductions, J. Feldberg, D. Vavaroutsos

All were welcomed and the agenda was reviewed.

2. Resignation of Chair Received and Election of new Chair, J. Feldberg

Jessica reported that she had received a resignation letter from Leslie Gage stating that she would no longer be able to continue on in the role of Chair since her daughter has now moved to a new school. Jessica acknowledged Leslie's contribution and thanked her for her efforts. Although Leslie agreed to carry on until a new Chair was identified, Jessica reported that she reached out to Denise Vavaroutsos (Council Chair in 2017/18) and Amanda Cepler (Council Secretary in 2017/18) and asked if they would consider taking on a leadership role with the Council so that there would be some continuity with a change mid-year.

MOTION: "Move to appoint Denise Vavaroutsos as Chair and Amanda Cepler as Vice Chair."

Moved by Nabil Altai, Seconded by Kas Lingenfelter. Carried.

3. Approval of October 4, 2018 and November 27, 2018 minutes, A. Cepler

Minutes from Oct 4th and November 27th were reviewed. The following corrections were noted for the November 27, 2018 minutes and the revised minutes will be posted:

- Kas Lingenfelter was absent, not present at the meeting
- Item 4A Stage renovation, the second point to read "Timeline for upgrades is Feb-may. Additional upgrades, e.g., speakers, lighting, projectors, etc. of approx. C\$35K-C\$50K would be required for the school project in order for St. Andrews MS to take advantage of the opportunity.

MOTION: "Move to approve the Oct 4th and November 27th Minutes with noted corrections."

Moved by Kas Lingenfelter, Seconded by Celeste Smith. Carried

4. Business Arising from November 27, 2018 minutes, D. Vavaroutsos

Marg provided an update on the Music Night fundraiser. Although Council lost money for this event, it was a great time for parents to socialize and bring volunteers together. Marg thanked all the volunteers for their enthusiasm and hard work!

Certain limitations, like not able to use the front foyer and not being able to sell baked items during an intermission may have impacted sales. Hallway was too crowded as well. Also, the fundraising event was pulled together quickly. Future events would require more upfront planning time and perhaps not mixing Music Night with a fundraising event in the future unless limitations can be overcome. Total expenses were \$388.74 excluding the generous donations of baked goods from parents. Funds raised were \$254.20. Overall, the event lost \$134.54.

5. Co-Treasurers Report, N. Altai

a. Current Status:

Nabil reported the current Council funds as of January 22, 2019:

RBC account balance:	\$25,963.93
Parent Donations Account held by TDSB (estimate):	<u>11,800.00</u>
Total estimated balance:	\$37,763.93

Also Pizza Lunches have brought in approximately \$12,930 so far this year, but does not include expenses to run the pizza lunches. The difference in funds raised through pizza lunch is not included in the above estimate.

There was discussion about setting the 2018/19 Parent Council budget in order to meet school priorities and enrich the learning environment for students. Denise outlined the key areas which Parent Council has supported in past years, including graduation, technology, math contest fees, legacy gifts such as benches and artwork, etc. Ryan distributed a summary of the technology priorities identified based on consultation with Jessica and teachers. They are outlined below:

School Tech Proposal

Purpose: so that every class could have access from their classroom as opposed to visiting the Computer Lab

1. Purchase Nelson Literacy E Book Licenses: *Total \$191.70* (ie. \$31.95x6)
2. Ipad Storage Tub: *Total \$2,094.00* (i.e., \$349 per IPAD Tub, holds and charges 10 IPADS x 6 tubs)
3. Microbit Workshop: *Total \$907.69* (i.e., Includes computers or laptops with USB port (use existing ones at school), a projector and screen or Smartboard for instruction, Microbits (school has 20; purchase 10 more - \$215.00 for a club pack of 10 from Fairchance Learning, 10 Tinker kits for Microbit (\$66.67 each from Robotshop), and 10 servos (\$25.99 for 10) from Amazon.ca (cheapest))
4. Class Set of Chromebooks: 2 options presented
Option a) *Total \$14,257.48* (i.e., 11.6 inch Display: 36 Chrome Books @ \$308.68 + \$33 two year warranty each, plus \$1957 Cart)
Option b) *Total \$16,875.60* (i.e., 13.3 INCH DISPLAY WITH CAMERA: 32 Chrome Books @ \$409.80 + \$33 Two Year Warranty each + \$2706 Cart)
5. Replace broken IPADS: *Total \$400* (i.e., currently 2 IPADS are broken)

There was discussion about each of these technology items. The consensus was to apply Council funds to those items which would be more difficult for the school to purchase – the class set of Chromebooks. Also, those present felt that with increased use of technology by students, there could be more need for technology repairs beyond the 2 iPads currently in need of maintenance. After consideration of various ideas and perspectives identified, the following budget was outlined.

<u>Amount</u>	<u>Purpose</u>
10,000.00	Reserve as starting 'Kitty' for 2019/20 school year
1,500.00	Speaker for Grade 6 & 7 students – topics could be safe use of social media, mindfulness/reducing tension, or other priority identify by school
1,500.00	Graduation ceremony and legacy gift
20,000.00	Technology – to purchase Option B above 32 Chromebooks with 13.3" screen and camera - Phase 1 of 3-year tech commitment (funds to be determined each year)
1,000.00	Tech Maintenance – portion not used to remain in Parent Council bank account for following year
4,000.00	Stage Equipment: Projector, mics etc.
Total: 38,000.00	

MOTION: "To approve the 2018-2019 Council Budget Proposal."
Moved by Denise Vavaroutsos, Seconded by Marg Cathers. Carried.

b. Fundraising Directions

The approved 2018/19 Council budget leave allocated all the current funds, with some outstanding from pizza lunch funds raised (after expenses) and the upcoming Valentine's bake sale, with some extra wiggle room in the Kitty reserved. Discussion about additional fundraising opportunities was deferred.

6. Business Items:

a. Review of School Statement of Needs, J. Feldberg

Denise and Jessica presented the draft School Statement of Needs, which summarizes priorities to consider if there was a change in Principal. TDSB requires this document to be reviewed and updated each school year, even if there is no change in Principal. All reviewed the document.

MOTION: To Approve School Statement of Needs
Moved by Amanda Ceplar, Seconded by Celeste Smith. Carried

b. Pizza Lunch Succession Planning, A. Ceplar

Amanda noted that she requires another Parent to transition as Pizza Coordinator in preparation for next year. It would be ideal if someone could come forward over the next month so there is training. Discussion moved forward to next meeting.

c. Graduation Party Committee, D. Vavaroutsos

Parent Council contributes funds towards the graduation ceremony (e.g. awards, chair rentals) and last year contributed funds to pay for a photo booth at the reception. In 2017/18, the reception tickets cost about \$75 per grad which included dinner and dancing at a banquet hall. This year the school is considering a lower key reception, recognizing that families are paying for a grad trip to Quebec City and also because this will be a middle school graduation, rather than a high school (grade 9) graduation. The school is looking for a venue with air-conditioning and enough space to host both the ceremony and the reception - maybe a high school. There is interest in forming a parent graduation planning committee to help. Amanda Ceplar and Marni Stepak are interested. More parents would be needed too. Discussion moved forward to next meeting.

d. Parent Council Web Page Status, M. Cathers

Please forward ideas for the new Council webpage to Marg Cathers, Communications Rep, margcathers@hotmail.com

7. Standing Items:

a. Principal's Report, J. Feldberg

- **Roofing Update:** Work will be done on part of the roof starting in March. Length=6 weeks. This is the part that wasn't completed in the last project.
- **Valentines Dance:** divided into 3- 50 minutes periods sorted by Grades.
- **Roseneath Theatre:** Outside – supporting our work to promote a safe and caring school.
- **Office Helpers (students) needed at lunch time:** applications are in the office. Helps to promote leadership for our students.
- **Optional Attendance/Open House:** Significant turnout at the Open House; positive outlook for the fall. Forms due Feb 15th.
- **Stage Update:** Work should commence in February – still waiting to hear from contractor. Renovation is putting the prospect of doing a play this year on hold.

b. Vice-Principal's Report, R. Heritage

- **Survey for Students-** to give them a voice re: wellbeing, workload, and relationships. Social Worker recently visited Staff re: level of student anxiety high in general at TDSB schools.
- **EQAO Dates:** May 21-June 3 – Grade 6 team meeting for specific dates.
- **High School Visits:** York Mills was here today. Optional attendance presentations and a trip to Northern are coming.

- **Activity Day:** Jan 30 and Feb 7th. Still looking for parent volunteers
- **Tech Proposal:** discussed as part of agenda item 5b) fundraising directions.

c. Teacher's Report

Integrated into the Vice-Principal's report.

d. Student Leadership Council Report

No report at this time.

e. Caring and Safe School, M. Stepak

No report at this time. Amanda requested on behalf of Marni, that she be notified of future meetings.

8. New Business

a. PIAC School Council Appreciation and Information Evening, D. Vavaroutsos

Denise informed those present that the TDSB Parent Involvement Advisory Council is hosting their annual parent council appreciation evening on February 21, 2019. Two parents are welcomed to attend, but will need to register. Denise attended last year. It is a good evening for networking and learning about parent council opportunities.

Action: Denise will email the details.

b. Valentine's Day Bake Sale, K. Lingenfelter

Since the dance will be split throughout the day, it was decided that the bake sale be held at Lunch and Recess (not during dance this year).

Adjournment.

Meeting adjourned at 8:00 pm.

Next Meeting: **Friday, March 1, 2019 at 9 am in the Cafeteria**