### ADRIENNE CLARKSON PUBLIC SCHOOL SCHOOL COUNCIL EXECUTIVE BUDGET MEETING TUESDAY, JUNE 13<sup>th</sup>, 2023 7:00PM

**ATTENDEES:** Nadia Russiello, Bryan Gerson, Nika Daei, Aroon Baksh, Trisha Tay, Jolyn Commisso, Ana Bernstein, Erika Golden, Ying Tomaso, Maryam Rouzbahani, Minran Li

REGRETS: Hannah Guo, Pedram Madahian, Donna Dong, Roxanne Lawson, Mel Cheng

#### CHAIR'S WELCOME

(Nika)

• Welcome to the final meeting of the school year.

### **APPROVAL OF MINUTES**

• Approved April Meeting Minutes by Trisha and Nika.

### PRINCIPAL'S REPORT

(Nadia)

- Planning for 2023-2024
  - Total enrolment for September = 575, currently = 535.
- Grade 8 Graduation
  - June 21<sup>st</sup> at Richmond Hill Country Club.
- Yearbooks
  - $\circ$   $\;$  Will be delivered by the end of June for families that pre-ordered.
  - A small number will be available for purchase in the office after delivery.
  - o This will be communicated with families once we receive the shipment.
- Report Cards
  - $\circ$  Sent out electronically the week of June 26<sup>th</sup>.
- Staffing Updates
  - There are a number of staff changes with regards to teachers but since this process is ongoing these will be announced near the end of June in our end-of-year newsletter.
  - Welcome to Mme Rahimi who will be in for Mme Clarke until the end of the school year.
  - Mme Li is in for Mme Gladman.
  - Mme Filip is in for Mme Leong.
- Annual School Council Report Completed with Aroon & Nika
  - Summarizes what the council is doing for the school.
  - Our council is doing a lot for the school.
- PROGrant Update
  - Dr. ABC presentation
  - We have a recording and are trying to determine how to share and which parts to share.
  - Donna (Programs) organized an evening with a speaker about managing and effective coping.
  - Our programs have a small turnout.
  - Will need to look at how we can increase participation to events.

### (Nadia)

### **TEACHER'S REPORT**

- School Events
  - Dufflebag Theatre (1-4)
  - Jump Rope for Heart
  - ACPS Wellness Week
  - Gauss Math Test (Grade 7)
  - Intermediate Badminton
  - Welcome to Grade 1 at ACPS
  - Primary & Junior EQAO
  - Track & Field
  - o Grade 8 Ottawa Trip
  - Fire Safety Presentations
- Upcoming
  - Soccer Tournament (Intermediate)
  - Regional Track & Field
  - ACPS Soccer Week (Grades 1-6)
  - Community Safety Village (Grade 1)
  - Ontario Science Centre (Grades 2 & 3)
  - Volunteer Appreciation Tea
  - Last Day of School (June 30<sup>th</sup>) Half Day

# TREASURER REPORT

# (Trisha)

- Received a summary from Karen mid-day.
- Not a lot of detail and there is a discrepancy from what Hannah calculated and what was given by Karen.
- Trish asked Karen for a bank breakdown to clarify and be able to close the books.
- Hopefully Trish will receive the details soon and she will organize the numbers and provide them to us.
- Discrepancy last meeting with funds but has been since been cleared up.
- We have spent most of the money we had allocated to spend so we will ensure there is the BBQ reserve, and anything extra will be carry-over for next year.
- Once we have the amounts, it will be added to the minutes.
- Updated 06/27/2023:

E 2022-2023 ACPS PROPOSED BUDGET ☆ @ ↔ File Edit View Insert Format Data Tools Extensions Help

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|--|-------------------|-------------------------|---------------|-----------------|-------------|--------|
| INCOMING REVENUE                             | Actuals           | 2022-23 BUDGET PROPOSAL | Actuals       |                 |             |        |
|  | Sept 21, 2022     | Nov 2023                | June 19, 2023 |                 |             |        |
| Opening Balance                              | FINAL             | BUDGET                  | Revised/Final |                 |             |        |
|  |                   |                         |               |                 |             |        |
| Working Budget                               | \$7,609.01        | \$8,738.87              | \$15,103.61   |                 |             |        |
| Less: June BBQ Reserve                       | \$3,370.00        | \$3,370.00              | \$3,370.00    | Pizza Funds     |             |        |
|  |                   |                         |               | Pizza Revenue   | \$41,914.62 |        |
| Net Working Budget                           | \$4,230.01        | \$5,368.87              | \$11,733.61   | Pizza Expense   | \$24,881.25 |        |
|  |                   |                         |               |                 | \$17,033.37 | 40.64% |
| Anticipated Revenue                          |                   |                         |               |                 |             |        |
|  |                   |                         |               | Sub Funds       |             |        |
| School Donations                             | \$4,190           |                         | \$1,245.48    | Sub Revenue     | \$19,783.60 |        |
| Less: 3% School Cash Online                  | -\$125.70         | \$0.00                  |               | Sub Expense     | \$14,163.40 |        |
| Less: Prize Allocation                       | -\$637.05         |                         | -\$713.09     |                 | \$5,620.20  | 28.41% |
| Total School Donations                       | <u>\$3,427.25</u> | \$0.00                  | \$532.39      |                 |             |        |
|  |                   |                         |               |                 |             |        |
| Other Revenue Source                         |                   |                         |               | BBQ Funds       |             |        |
| FlipGive Revenue (Sept-Dec)                  | \$361             |                         |               | BBQ Revenue     | \$8,259.08  |        |
| FlipGive Revenue (Jan-June)                  | \$247             |                         | \$526.77      | BBQ Expense     | \$5,598.23  |        |
| Hot Lunch Opening Bal                        |                   |                         |               |                 | \$2,660.85  | 32.22% |
| Total Hot Lunch Net of Expenses - Pizza      | \$5,123.76        | \$19,500.00             | \$17,033.37   |                 |             |        |
| Total Hot Lunch Net of Expenses - Sub        |                   |                         | \$5,620.20    | Yogurt Funds    |             |        |
| Frozen yogurt/Booster Juice - net of expense |                   | \$500.00                | \$1,019.43    | Yorgurt Revenue | \$1,908.96  |        |
| Boxed Lunch                                  | \$322.67          |                         |               | Yogurt Expense  | \$889.53    |        |
| Dancethon                                    |                   |                         |               |                 | \$1,019.43  | 53.40% |
| Donation Drive                               |                   | \$3,000.00              |               |                 |             |        |
| June BBQ                                     | \$1,107.18        |                         | \$2,260.85    |                 |             |        |
|  |                   |                         |               |                 |             |        |
|  |                   |                         |               |                 |             |        |
| Total Other Revenue                          | \$7,161.61        | \$23,000.00             | \$26,460.62   |                 |             |        |
|  |                   |                         |               |                 |             |        |
| Total Spending Budget                        | \$14,818.87       | \$28,368.87             | \$38,726.62   |                 |             |        |

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| 2  | SUPPORTED PROJECTS/PROPOSED                | SPEND      |             |             |  |
|----|--|------------|-------------|-------------|--|
| 49 |  |            |             |             |  |
| 50 | School Wide Activities                     |            |             |             |  |
| 51 | Athletics                                  |            | \$2,500.00  | \$2,500.00  |  |
| 52 | Library                                    | \$1,000.00 | \$2,000.00  | \$2,000.00  |  |
| 53 | Programs Activites guests                  |            | \$4,300.00  | \$6,000.00  |  |
| 54 | Jungle Sports                              |            | \$4,250.00  | \$4,750.00  |  |
| 55 | Field Trips                                |            | \$2,675.00  | \$1,890.00  |  |
| 56 | School Grounds Fund                        | \$500.00   | \$300.00    | \$500.00    |  |
| 57 | Basketball net and playground equipment re | \$700.00   |             |             |  |
| 58 | BBQ Support                                |            |             |             |  |
| 59 | Eco School Iniatives                       |            |             | \$257.05    |  |
| 60 | Mental Health Fair                         |            |             | \$437.45    |  |
| 61 |  |            |             |             |  |
| 62 | Total School Wide Activities               | \$2,200.00 | \$16,025.00 | \$18,334.50 |  |
| 63 |  |            |             |             |  |
| 64 | In Class Support                           |            |             |             |  |
| 65 | Arts - school instruments                  |            | \$2,000.00  | \$2,000.00  |  |
| 66 | In-class technology supports*              | \$ -       | \$3,000.00  | \$3,000.00  |  |
| 67 | Agendas: 50% Contribution                  | \$1,100.00 | \$1,100.00  | \$2,500.00  |  |
| 68 | Classroom Resources                        | \$3,150.00 | \$3,000.00  | \$2,451.67  |  |
| 69 |  |            |             |             |  |
| 70 | Total In Class Support                     | \$4,250.00 | \$9,100.00  | \$9,951.67  |  |
| 71 |  |            |             |             |  |

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| 73       | Student Wellness                            |            |             |             |
|----------|---|------------|-------------|-------------|
| 73<br>74 | Balls for outdoor play                      | \$500.00   |             | \$500.00    |
| 75       | Grade 8 Graduation                          | \$1,000.00 | \$1,000.00  | \$2,000.00  |
| 76       | Student Subsidy Fund                        | •1,000.00  | \$1,000.00  | \$434.00    |
| 77       | Student Events and Competition              |            | \$500.00    | \$500.00    |
| 78       | Special Projects                            |            | 0000.00     | \$000.00    |
| 79       | Grade 8 community involvement award (nev v) |            | \$350.00    | \$336.67    |
| 80       | Visual Arts Performances                    | \$1,500.00 |             | 0000.07     |
| 81       |   |            |             |             |
| 82       | Total Student Wellness                      | \$3,000.00 | \$2,850.00  | \$3,770.67  |
| 83       |   |            |             |             |
| 84       | Total To Spend                              | \$9,450.00 | \$27,975.00 | \$32,056.84 |
| 85       |   |            |             |             |
| 86       |   |            |             |             |
| 87       | Net Break Even                              | \$5,368.87 | \$393.87    | \$6,669.78  |
| 88       | Add: BBQ Reserve                            | \$3,370.00 | \$3,370.00  | \$3,370.00  |
| 89       | Total Break Even                            | \$8,738.87 | \$3,763.87  | \$10,039.78 |
| 90       |   |            |             |             |
| 91       | Adjustment to agree with SCO Bank           |            |             | -\$703.88   |
| 92       |   |            |             |             |
| 93       | Total Balance                               |            |             | \$9,335.90  |
| 94       |   |            |             |             |
| 95       |   |            |             |             |

| Summary of Reve | nue Generators |        |
|-----------------|----------------|--------|
|                 |                |        |
| Pizza Funds     |                |        |
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|                 | \$17,033.37    | 40.64% |
| Sub Funds       |                |        |
| Sub Revenue     | \$19,783.60    |        |
| Sub Expense     | \$14,163.40    |        |
|                 | \$5,620.20     | 28.41% |
|                 |                |        |
| BBQ Funds       |                |        |
| BBQ Revenue     | \$8,259.08     |        |
| BBQ Expense     | \$5,598.23     |        |
|                 | \$2,660.85     | 32.22% |
| Yogurt Funds    |                |        |
| Yorgurt Revenue | \$1,908.96     |        |
| Yogurt Expense  | \$889.53       |        |
|                 | \$1,019.43     | 53.40% |

### **BBQ UPDATE**

(Hannah)

- A great event overall.
- Suggestion, if indoors, keep doors open for safety purposes.
- Perhaps need more volunteers for ticket pick-up and ticket sales.

### PIZZA & OTHER LUNCH PROGRAMS

(Ying)

- Last day for pizza is Friday, June 23<sup>rd</sup>.
- Last day for sub is Tuesday, June 20<sup>th</sup>.
- Last week we don't have sub or pizza.
- Need to discuss that if kids miss school, they may not get their pizza.
- Unless they call ahead of time.
- Need to have a clear message so that we are all on the same page.
- For field trips, we made accommodations for pizza the students on the trip.
- Going forward, if there is a field trip, students will get it at the end of the day.

#### **OTHER BUSINESS**

- Grade 8 Graduation
  - Teachers going to the Richmond Hill Country Club around 1pm.
  - Erika has volunteered to help.
  - Council will be giving 2 Community Involvement Award.
  - Students had to submit a 500-word essay about their community involvement.
  - Selected by the Chairs.
- Grade 1 Family Welcome by School Council
  - o Already completed.
- Set the date for the next meeting.
  - Normally we wait until after Curriculum Night to have the first meeting.
  - We need start-up packages to go home first to nominate/create interest in Council.
  - First Meeting Monday, October 2<sup>nd</sup>.
- Fall Elections will take place on Monday, October 2<sup>nd</sup>.

### THANK YOU TO PARENTS WHO ARE NOT RETURNING.