

Boxwood P.S. Parent School Council Meeting Minutes

Meeting Date: April 28, 2015 (meeting #8)

Start Time: 7:10pm

End Time: 8:50pm

Next Meeting: Tuesday, May 26th

	Name	Position	Returning Member	New Member
Attendees	Catherine Arnold	Principal	x	
	Dane Prince	Vice-Principal		x
	Bobby Panchu	Co-Chair	x	
	Adam Asimi	Co-Chair	x	
	Elsa Chan	Secretary	x	
	Bina Kadakia	Treasurer	x	
	Kulvinder Rai	Member	x	
	Nappinder Dogra	Member	x	
	Tina Smith	Teacher Rep	x	
	Trinity Pambis	Student Rep	x	
	Ajnur Asimi	Guest	n/a	n/a
	Jaspal Deol – Absent	Member	x	
	Nathan Thinagarippillai - Absent	Member		x
	Pranab Mitra – Absent	Member	x	
	Niroshi Moonemalle – Absent	Member	x	
	Anjula Sukumar – Absent	Member	x	
	Taranpreet Sandhu – Absent	Member	x	
	Jeyaruban Jeyalingam – Absent	Member		x
	Ifhat Rahman – Absent	Member		x

Pizza Taste Test

- Famous Pizza vs. Pizza Pizza
- Council considering change in Pizza Friday vendors for next school year
- 10 of 10 voted for Famous as better tasting
- Council will be providing Famous with Boxwood Pizza Friday lunch requirements for a quote
- Famous can accommodate Halal but Council will confirm

Opening remarks (Bobby and Adam)

- Minutes from last meeting – update year and adjust pizza revenue line item
- Meeting reminder to be sent out a few days earlier moving forward (Aiming to send public notice on Friday, preceding the meeting date) – all members invited to offer Agenda items prior to the reminder email so Agenda can be included in the notice of meeting
- Previous meeting's minutes from Mar 31st adopted

Healthy Schools (Tina and Trinity)

- Next walk to school day planned for Thurs, May 21st
- Parent volunteers needed to conduct traffic count
- Tina Smith to send out sign-up sheet to be shared with all parents in the community via email blast
- 2 shifts AM and PM, May 13th to May 20th (less Mon, 18th holiday) and May 21st

Treasurer's Report (Bina)

- Current Balance – \$12 615.43 (excluding current expenses for Pizza)
- Bingo Night netted Parent Council approximately \$100 earnings. Noted by all that the intent was not to generate revenue. The event was community awareness driven
- Catherine will follow up with Heather re: \$40 discrepancy in Bingo Night earnings

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- We are trending to end the year with a balance of approximately **\$6 268.99**
- Members in attendance approved report

Bingo & Multi-Cultural Night – event post mortem

- **Approximately 250 in attendance (anticipated 250 from survey) – good gauge**
- Overall the partnership between Parent and Student Council made the event a huge success!
- Great community and teacher turn out and participation
- Leftover prizes will be saved for future events
- Leftover water will be saved for future events e.g. Grade 8 graduation
- Note for next Bingo Night – offer more juice which is preferred
- **Wins to continue** – food, entertainment, bingo and prizes were a success
 - partnership with Student Council
 - great job communicating and generating awareness which brought more participants to event
 - blending Cultural and Bingo night
 - family event for all ages (vs. target parents OR students only)
 - successful sponsors
 - frozen yoghurt and pizza sold out
 - samosas sold well
- **Opportunities for next time** – line up tables in vertical rows to stage for better flow
 - organize bingo games better so all bingo playing cards used and no need to refund at end of night
 - Name Tags for Parent Council/Volunteers (and eligible for some complimentary food)
 - spring rolls and popcorn didn't sell well
 - review pricing model for next time e.g. spring rolls may sell better if lower priced
 - need float for both Parent and Student Council
 - include opportunity for high school student volunteers to earn volunteer hours and include in communication
- Dane provided a handout to summarize food sales and BINGO prizes awarded per game

Administration Update (Catherine and Dane)

- Phys Ed Equipment Room and Science Lab tour planned for next meeting May 26 to see the result of Council funding
- Pizza plates are enough to last to the end of school year. If changing to new pizza supplier for next year, we will need to ensure the same/better deal for plates, otherwise another order from current supplier may be warranted before the end of this year to ensure supplies on hand for start of next school calendar
- **Subway Lunches** – consider changing Sub day to Tuesdays next year
- **Technology Update** – four wireless keyboards ordered and have now been received; quality wise they are durable; challenges with teachers keeping them charged
 - Parent Council asking to put forth suggestion to Board to open up technology hardware options and suppliers outside current list that school can purchase from and still benefit from Cost Sharing programs twice a year
 - Technology sub-committee discuss and come up with proposal and position as feedback; draft proposal for next meeting
 - Catherine asked Board to upgrade their internet signal which will be done for \$2500 when it normally cost \$7000
- **Cookie Dough Fundraiser** – participants in attendance all agreed to try other ideas next year
 - most likely will try Gift Card sales
- **Pro Grant** – proposing Financial Literacy Workshop
 - can be paired with a Bingo Night
 - Math Night idea discussed as a very viable option
- **Donation Letter** – if positioned well and goes out at beginning of the year explaining intent of funding ask and value the pooled donation funds will bring, the more parent response it will capture

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- past experience shows success dwindles from year 1 to year 3; as a result suggest doing this once every 3 years