

## Donald Cousens P.S. Council

## Minutes of Meeting

Meeting No. 2

Date: Monday, Oct 24, 2017

Location: The Learning Commons

Time 6:30 p.m. - 8:30 p.m.

Present: Girish Nadiga, Sushma Reddy, Aileen Chen, Ada Chan, Ben Dang, Jennifer Lo, Jason Zhang, Shashank Tripathi, Vajina Abeysinghe, Hermeet Parmar, Maureen Ramanan, Ritu Sharma, Romana Ambike, Sachin Ambike, Alice Poon, Nelson Lo, Fawzia Durrani, Jared Yoshiki, Vivet Mendoza, Jennifer MacDonald, Archana Selvarajan.

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Ritu Sharma called the meeting to order at 6:30 p.m.

| Items | Description   | Action by                                  |
|-------|---|--|
| 1     | <ul style="list-style-type: none"><li>School Council code of Ethics was shared with the attendees</li><li>School Council e-mail to be provided for communication. This email account will be managed by the Co chairs and communicated to the wider school population by the admin.</li><li>Co chairs will send the agenda via email to school council members a week prior to the meeting. Members can request an item to be added if required.</li><li>School council meeting to occur third Tuesday of the month No meetings in December and March</li></ul>   | School Council Email - Ritu and Ms Durrani |
| 2     | <b>PRO Grant (Parent reaching out)</b> <ul style="list-style-type: none"><li>PRO Grant committee has \$1000 to engage the community around Student well being</li><li>Ritu to reach out to members, work with the admin and staff and present ideas for possible topics and date for the event in the upcoming meeting.</li></ul>   | Ritu                                       |
| 3     | <b>Fundraising</b> <ul style="list-style-type: none"><li>Direct Donation chosen, as it requires the least amount of resources and is an efficient method of raising funds.</li><li>School needs for the current year to be communicated by Ms Durrani to Jennifer and Sushma to give them a chance to roll out the related communication to the community early November.</li><li>Jennifer has the required documents. Sushma and Jennifer will revise them for current year as per discussion and, send out in a weeks' time, for review by the team</li><li>Suggested Timeline - start early November for two weeks then extend for another week to take advantage of the season of giving.</li></ul> | Jennifer and Sushma<br>Ms Durrani          |

| Items | Description   | Action by       |
|-------|---|-----------------|
| 4     | <b>Treasurer</b> <ul style="list-style-type: none"> <li>Update to the School Council account to date was provided by Ms Durrani</li> </ul>  | Deepak was away |
| 6     | <b>Administation Update</b> was provided by Ms Durrani and Jared Yoshiki <ul style="list-style-type: none"> <li>Please see the PDF attached for details</li> <li>EDSBY new platform login not clear to parents. Ms Durrani to look into this and reach out to concerned parents.</li> </ul> | Ms Durrani      |