



KPS COUNCIL MINUTES

Date:	Thursday May 4, 2023
Co-Chairs:	Christine, Mallory
Secretary:	Melanie
Council Members:	Christine, Mallory, Melanie, Lori, Stacy, Lindsay, Amanda, Yvonne, Erin, Melissa, Kim, Tara, David, Rochelle, Linda, Amy, Michelle, Sarah, Kealy, Tammy
Observers:	
Principal:	Jessica Beatty
Vice-Principal:	Bryana Lloyd
Teacher Representatives:	Emily Stapleton, Mark Vojnic
Google Drive:	kpsmemberatlarge@gmail.com - Password KeswickPS
In Attendance:	Jessica, Emily, Sheila, Christine, Melanie, Lori, Stacy, Lindsay, Amanda, Kim, Tara, David, Amy, Sarah, Kealy, Jennifer
Regrets:	Bryana Lloyd, Mark Vojnic
Student Representative:	



KPS COUNCIL MINUTES

Topic (Presenter)	Discussion Notes	Next Steps
1. Welcome (Christine)		N/A
2. Approval of last minutes (Everyone)	<ul style="list-style-type: none"> Minutes from April 13 meeting approved 	N/A
3. Financials (Jenn)	<ul style="list-style-type: none"> Jenn worked with Quality Assurance to answer questions posed by Christine; she created a spreadsheet to share with council regarding money raised and spent this year In terms of the closing balance from June 9, 2022, \$6065.78 was transferred out because that money consisted of grant money for Food for Learning and was not money that had been raised by the school so it should not have been included in closing balance \$594.38 was subtracted to clear the negative balance from the school council graduation category from the previous year After clearing up outstanding bills from the 2021-2022 school year, we were left with an opening balance for September, 2023 of \$297.56 Jenn identified that we had \$2772.45 of profits in hot lunch category that was transferred to School Council General account; balance increased to \$5399.05 Another \$1500 from milk purchases to School Council General Therefore \$6480.40 available to spend on Funfair BUT about \$800 spent on balls and equipment from school funds will be recouped from this amount \$579.42 raised from Fresh from the Farm after fees subtracted Money for Duane Gibson needs to be used for parents as it was obtained from grant for purposes of parent engagement Expenses for events - Jenn learned that we can't be taking money from cash received at the event; need to submit receipts Fees must be paid for purchases through SchoolCash Online Can't purchase items from Amazon for events Fundraising plan is a working document so it can be changed throughout the year; should be connected to school improvement plan Fundraisers must be earmarked specifically for purchases At previous meeting we discussed that families may not support certain fundraisers if we tell families in advance exactly what money is going towards, but actually we do have to make this explicit in the future If more money is raised than needed (e.g. for grad) the money can be used for other things; money can't be carried over to the next year 	<p>For all future fundraisers, KPS will share for what purpose the money is earmarked.</p> <p>If the sound system does not work well for the Jump Rope for Heart event, KPS will rent a system for Funfair.</p>



KPS COUNCIL MINUTES

	<ul style="list-style-type: none"> • Minimal profits from spring dance; events like spring dance can be for school engagement rather than fundraising purposes • Some teachers did not access \$7 per student for field trips; in the future Quality Assurance recommends that we do not commit a specific amount of money for trips; should focus on using money for things that connect to school improvement plan; we can have discussions about this in the fall • Mme. Ryan said that a new sound system is not needed, as this had been discussed in the past • If the school finds that the sound system does not work well for Jump Rope for Heart in May then the school will rent a system for the Funfair 	
<p>4. Yearbook (Lindsay)</p>	<ul style="list-style-type: none"> • Yearbook is going well; it is a learning process as this is the first time Lindsay is coordinating a yearbook • Cost was originally estimated at about \$13 - 14 each, but there are now about 100 pages needed so the cost will actually be about \$17 each; price could be marked up to \$20 to account for SchoolCash Online fees, as well as families who may not have the means to purchase a yearbook • There is a two week turnaround to get yearbook made once it has been sent electronically (PDF) to school board; hopefully Funfair can be included • All orders could be required by June 5, then send on June 7 • Still need more pictures for many groups including chess club, math club, play leaders, and soccer; Lindsay only has one picture for certain sports teams • Maybe we could do a blitz throughout a week asking for pictures of certain events?; Jenn would send out daily email for a week if Lindsay writes the email • Could there be a day when team pictures occur in the gym? • Tentative cut-off date for pictures to be submitted to Lindsay is June 1 • Once the yearbook is completed the office staff will review the pictures to ensure that student pictures are not included without permission of families • Need more class pages with pictures of activities in the classroom etc. as there have only been a few submitted so far • An example of a class page to be shared with staff so that they have an example of what it could look like 	<p>Kealy will take pictures of the math and healthy schools clubs.</p> <p>Emily will take pictures of play leaders.</p> <p>KPS will require orders by June 5.</p> <p>Lindsay will write daily emails for Jenn to send out in one-week blitz requesting pictures.</p> <p>Lindsay will provide an example of a class page to be shared with staff.</p>
<p>5. Funfair (Lori)</p>	<ul style="list-style-type: none"> • Concerns were expressed that it would be difficult to have activities running during the talent show if both are outdoors • Need to have respectful environment for students to perform so the outdoor environment with Funfair activities happening at the same time may not work very well • Discussion around whether the performances should be done inside the gym or outdoors • Concerns outdoors - conflicts with noise, piano very quiet, students may be distracted; concerns indoors - families coming and going from gym, limited space • Sheila suggested dividing performances into sets 	<p>Funfair committee will continue planning work.</p> <p>Mme. Hamilton will connect with Georgina Pride.</p>



KPS COUNCIL MINUTES

	<ul style="list-style-type: none">• Decision was made to keep the talent show outdoors as originally intended with a lot of buffer space between performance area and play/activity area• Hotdog vendor truck could be in field as it needs to be at a distance from school due to propane; hotdog vendor is booked; can also do veggie dogs; will provide chips and water• Can use face painting from person in community if they are donating time• Could purchase prizes for soccer or basketball competitions (e.g. parents vs. kids)• We don't need to have a lot of activities running as there may be too many things scheduled• As June is Pride month, Georgina Pride was asked if they would set up a table with freebies and resources; they will likely be able to do this; Mme. Hamilton will discuss this with them and ask if they could also do Pride themed activity• There could be a rock painting activity with positive messages	
6. Admin Updates	<ul style="list-style-type: none">• EQAO on May 10 for grade 3s and 6s• Track and Field on May 24 and 25; looking for volunteers - contact Mr. Davison• No date scheduled for play day• Grade 8s have raised \$3700 surplus; decorations and catering for guests still needs to be paid for• Graduation will end at 7:30• Eco Team shirt design contest coming up after yearbook cover contest; led by Eco Team but any student could enter contest• Black Student Alliance formed and is meeting weekly; consists of intermediate students; they did an activity for primary students after they read book about diversity; led to really good conversations with students; a lot of positive feedback; they advocated for resources during meeting with superintendent• That's a Wrap donated wraps to sample so that we can decide whether we want to use them for hot lunches	N/A

Future Meeting Dates: June 8