

# Markville Secondary School Council

Participants:                   **Admin Team:** Patricia Obadia (Principal), Vanessa Wonnacott (Vice-Principal), Diana Smith(Vice-Principal)

**Parent Council:** Joyce Chan (Co-chair), Annie Cai (Co-chair), Ravi Seebaransingh (Treasurer), Michael Closson (Secretary)

## Minutes

**Wednesday, June 17<sup>th</sup>, 2015**  
**7:15pm - 8:45pm. Annie Cai's Home**

Welcome	Joyce Chan
Approval of previous meeting minutes	Joyce Chan, Ravi Seebaransingh, Michael Closson

### **Admin report (Patricia Obadia)**

The school will phase in a new cash online system next school year. The system will allow for online payment of some expenses (e.g., school activities, \$10 donation to the school council fund, sports).

- The provider collects a 3% service charge.
- The online system can provide receipts which can be used for school activities where students are required to show a receipt.
- Not all expenses can be made online. For example, travel activities.
- A catalog with all the possible expenses will be available on the website.
- Payments made online can be refunded. Three months after the expense, there is a different refund procedure.
- The system can email parents to notify them of a payment, and offer them an options to "click through" to pay.
- The system will deposit the money directly to the school's bank account. (There are some admin efficiencies to using this system.)
- The first time the system is used, parents must register with the system using their child's student ID number. When registering, parents provide the email address to use for notifications.
- Teachers will still send home permission forms. The cash online system is just for payments.
- The system makes it easy and fast to create payments for any combination of: 1) all students in the school, 2) all students in a class, 3) all students in a grade.

- For each payment, the website provides a description, due date, and whether the payment is required or optional.
- Visa, Mastercard and Debit card are accepted.
- Parents can contact the school for help if a mistake is made while using the system.
- 

Other admin report items:

- Patricia shared two YRDSB documents that were recently, are in the process of being updated: The Operational By-Law and the Policy and Procedure for School Councils.
- There is a school council survey to complete.
- The next school council meeting will be Monday Sept 21st. At that meeting the meeting schedule for the rest of the year can be drawn up.
- The admin team discussed moving parent teacher interviews from after the midterm report to in between the interm and midterm reports. The advantage of holding the interview after the midterm report is that the teacher has more time to evaluate the student. The advantage of holding the interview between the interm and midterm reports is that the parent has earlier warning of trouble. After discussing the issue, the parent team advised to move the interviews to the earlier time.
- Report cards can be picked up on July 7<sup>th</sup>.
- A registration notification has been send home with students.
- Students can discuss their grade with their teachers on June 24<sup>th</sup> in the morning.

**Staff Appreciation (Parent Council)**

- The school council will bring dessert and drinks. Annie Cai will organize this activity, and will ask for help over email if any is needed.

**Treasurer's Report (Ravi Seebaransingh)**

- The current budget was presented and discussed. The ledger shows a negative balance, which is probably not accurate. Joyce pointed out that there are two school council accounts, and that a consolidated report would show a real balance.
- A year end report may need to be written, reviewed and signed. Patricia will find out the details and email the result. The school year doesn't end until August 2015.

**PROGrant Application (Parent Council)**

- The question was raised about when the council will be notified if the grant proposal is successful. Vanessa will check the date from the previous grant application.

**Next Meeting: Monday September 21<sup>st</sup> / 7:15pm - 8:45pm. School Library**

**Links**

School's Website: <http://www.markville.ss.yrdsb.edu.on.ca>

York Region District School Board, School Councils Home Page:

<http://www.yrdsb.ca/schools/SchoolCouncils/Pages/default.aspx>

Markville Secondary School Board Trustee: Billy Pang <[billy.pang@yrdsb.ca](mailto:billy.pang@yrdsb.ca)>