

Sir John A. Macdonald Public School
School Council Meeting Agenda

November 8, 2016

Staff Room



A.	Call to Order	Time: Meeting called to order by Lisa Zhou at 7:05pm	
B.	Roll Call and Regrets	<p>Attendees:</p> <p>Co-Chairs: Lisa Zhou and Rahim Surani</p> <p>Treasurer: Amy Xie</p> <p>Communications Officer: Katharine Chen-Sy and Katie Sears (regrets)</p> <p>Parent Members and Participants: Brenda Meng, Christina Wong, Lisa Zografos, Sorin Maier, Winnie Ng and Yekta Seif (regrets)</p> <p>School Representatives: Greig Black and Heather Zaitlin</p>	
C.	Approval of minutes from last meeting	<p>Motion to approve by:</p> <p>Seconded:</p>	-provided via email
D.	Discussion Carried Forward from Previous Meeting	<p>ITEMS:</p> <p>1.Admin Profile</p>	<p>ACTIONS:</p> <p>-Greig provided clarification on differences between the Leadership framework and Admin Profile, which should reflect the specific needs/preferences of the school community.</p> <p>-Rahim provided an overview and background around the changes he recommended to the Admin Profile. Rahim requested Council members review the document, which will be posted and shared through Google docs, to provide feedback and recommendations by Wednesday, November 30th so that final version can be presented at the next Council meeting on Jan. 31, 2017</p>
E.	Financial Update	<p>-Greig advised there is a discrepancy (approximate difference of \$259) between the school's financial records versus the last report provided by the former Treasurer and may have resulted in the difference in record keeping processes.</p> <p>-To avoid future discrepancies and ensure accurate record keeping, best practice should be followed and all transactions to be recorded, receipts must be submitted, reimbursements to be paid by cheque from the school. In addition, ledger to be run on a more frequent basis dependent on amount of activity/events.</p> <p>-Council in agreement to use the official ledger amount provided by Greig and Amy will adjust the Council's records accordingly.</p> <p>-Amy to provide Council with information in regards to possible tax rebates for School Council events/expenses (PSB, ITC)</p>	

F.	New Business (as submitted to Council Chair and Approved for Discussion by Chair and Principal)	<p>ITEMS:</p> <p>1. Investment in Education</p>	<p>ACTIONS:</p> <p>-information provided by Greig below indicated there is an ongoing need for upgrade and upkeep of technology and music instruments.</p> <p>He will look into and provide more specific information regarding where funding is needed</p> <p>-Council confirmed that key fundraising priorities would go towards these areas (technology and music instruments) since there is no direct funding from the Ministry and take advantage of the Board's 1:1 matching for community donations to technology with this year's ceiling amount of \$6250.</p> <p>-Rahim recommended some changes to the current Investment in Education form to emphasize the Board's matching of technology donations and areas that do not receive matching so that parents are better informed to make a decision on where they would like their donations to go towards. Also, to include more detailed information about specific technology and music instrument needs.</p> <p>-Greig will provide Rahim with statistics regarding school growth, future priorities, etc. so Rahim can include some of the information in the revised form and possibly set a goal for parents to work towards in their donations. Also, Greig to confirm details on offering Cash Online option for Rahim to include on the form.</p> <p>Key dates and timelines:</p> <p>-Rahim to provide revised wording for the form by Nov. 14th -simplified Chinese translation will be completed by Nov. 16th - final version of form to be provided to Greig by Nov. 18th. -Forms to be distributed to parents by Nov. 21st -Forms to be completed and returned by Fri., Dec. 2nd - First count will take place on Dec. 8th.</p> <p>-Winnie to put together a PowerPoint slide show to display over the course of the parent/teacher interviews on Nov. 24-25 outlining the Investment in Education program and what the donations have helped fund in the past.</p> <p>-Greig will be providing previous numbers and information to Winnie to include in the slide show.</p> <p>-Council agreed to make a donation of \$6151.27 to purchase 30 Chrome books for SJAMPS to take full advantage of the technology investment matching by the board by the Nov. 30th closing date.</p> <p>-Council also approved additional amount (\$1250) from account to be put towards purchase of 1 saxophone, 2 rhythm percussion instruments.</p> <p>-additional requirements for music instruments and technology(listed below) to be deferred to Jan. 31, 2017</p>
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		2. Parent Engagement Event-Active Living to Promote Better Academics	<p>-Fun Fit Friday event to be postponed to Friday, March 31st, 2017 tentatively in order to accommodate timelines required for planning, inviting a guest speaker, etc.</p> <p>-Lisa Zhou to look into non-profit organizations in the community, registration dates for programs and will revise letter templates and distribute to Council when completed.</p>
		3.Movie Night	<p>-Tentative date set for Friday, Feb. 10th, 2017</p> <p>-Discussed need to purchase movie licensing fee, cost of \$1000</p>
		4. Year-End BBQ	<p>-Tentative date set for Thursday, May 26, 2017</p> <p>-Winnie to look into play structure costs</p>
		5. East Region School Council Forum	<p>- East School Council Forum to be held on Monday, November 21st. This semi-annual event is an opportunity for School Council representatives to gather one evening to gain insight into some of the school board's priorities and foci. Up to 4 people from each school are invited to attend this event.</p>
G.	Adjournment	<p>Motion to Adjourn by: Lisa Zhou Seconded: Rahim Surani Time: 8:55 pm</p>	

Next FULL COUNCIL Meeting: Tuesday, January 31, 2017 @ 6:30 p.m. – SJAM Staffroom