

**June McKee Public School
Toronto, Ontario**

**School Advisory Council Minutes (PASSED)
June 25, 2012**

In Attendance*:

Arnold Chan	Elaine Chung	Kathryn Sue-Chan	Nancy Charron
Cheryl Patterson	Frieda Chen	Jaehun Chung	Stephen Douglas
Desmond Chan	Gary McGilvray	Jeff He	William Li
Domenic Giorgi	Golnaz Raoufi		

1. **Call to order. Review of minutes and action items carried forward from last meeting.**
2. **Review of prior meeting, outstanding action items and approval of May minutes.**
 - a. **MOTION(1) To approve minutes from May 2012 (Julie/Monica) PASSED.**
 - b. Review action items. [**ACTION(1): Frieda post nominations forms online**]
3. **Principal's Report (Cheryl Patterson).**
 - a. Staffing update: announcement of teachers who will be returning and those who will not. To be posted in the school newsletter. As well, we will be losing 2 secretaries in the office. We are keeping Special Ed.
 - b. Last purchase, 1 more smart board for library (11 total)
 - c. Report cards going out Tuesday
 - d. Graduation rehearsal
 - e. Award Grade 4 student in memory of Ms. Gulamhusein
 - f. Mr. Priolo has created new website on new website platform.
 - g. Suggest that the McKee School Council turn off comment function. Decide to close. [**ACTION(2): Frieda to remove commenting function on website**]
 - h. Caring and Safe Schools. Due to the second accident on Church near McKee school, Cheryl has written councillor John Filion pushing for action to address the traffic safety issue. To be considered: re-evaluating sidewalk situation in the neighbourhood, in particular on Church Ave., more signage, traffic calming. Parents were asked to voice concerns to Mr. John Filion. Parents were reminded that processes do take a lot of time, and that it took 2 years to get legal parking near school during drop-off and pick-up times. [**ACTION (3): Monica to write letter to City Councillor endorsing the suggestions made by Caring and Safe schools report.**]
 - i. Transportation costs have been supported by SAC fundraising and this year more trips were taken than before.
 - j. Introduction and welcome to Domenic Giorgi, incoming principal of McKee. He has been vice-principal at McKee before. Our school will be in capable hands.

4. Chair Report (Arnold Chan)

- a. Chair expressed thanks on behalf of the executive and parents to McKee administration and staff for their exemplary work and dedication during the school year.
- b. **MOTION(2) That SAC take a position on the traffic situation.** Make suggestions to the City regarding sidewalks, study, more signage, more crosswalks on Doris, more enforcement/police presence. It is resolved that SAC write a letter to Councillor Filion requesting that a study be conducted to investigate the addition of sidewalks in proximity to McKee, that signage be increased, as well as additional surveillance, traffic calming and cross-walks. **(Monica/Jae) PASSED.** Stephen asked to have a copy of letter for McKee McKids Enrichment centre. **MOTION(3) to ask McKee McKids to write similar letter (Monica/William) PASSED**
- c. Annual Report Draft was reviewed. **[ACTION (4) Frieda to add nomination forms to September Newsletter to encourage more nominees]**
- d. New principal. Principal profile carried by council at beginning of year was put into effect this year with the retirement of Cheryl. Part of the process of choosing a new principal involved a meeting of Co-chairs with superintendent Sue Pfeffer. Together they jointly prepared a School statement of Needs (SSON new ministry document that replaces the Principal Profile). Community needs, as represented by the SAC are considered alongside academic needs as determined by the superintendent to create a composite profile. Candidates were selected from available pool. A second meeting was held between candidate and co-chair at which Arnold was in attendance. Decision was ratified June 20. SSON to be reviewed at beginning of next year. First task of new executive. The current draft is quite comprehensive.
- e. Planning for next year - discussed importance of creating a plan and setting goals for the new SAC. Monica and Arnold to draft ideas for consideration for the next council. Some issues to consider at school safety, fundraising, boundary alignment effects, how to build community and inclusiveness within the broader McKee community.
- f. Issues in minute drafts of fundraising policy. Draft available. Attempt to adopt ministry recent guidelines and TDSB policy on fundraising. Overview. final section regarding financial reporting. Amendment **[ACTION (5) Frieda to Post Fundraising policy on website and take up at General Meeting]**
- g. Welcome back BBQ September 13. Concern about possibility of a backlash regarding policies advanced by government and ministry of education. Should we proceed with welcome back BBQ in the case of job action? Decision to monitor this situation. We have signed contract with the catering company but have three weeks before actual date to change date. Can be changed to a date in the following year should BBQ be outright canceled. Call for volunteers to help out. We will continue as last year with pre-selling tickets (safer financially). Teachers help count tickets for pre-selling, especially if done during the school day. Last year we served over 1000 hamburgers. About 6 volunteers would be needed.
- h. Thank you to Cheryl. Welcome to Domenic.

5. Treasurer's Report (Jaehun Chung)

- a. Total assets \$20,947.57 Frozen yogurt brought in extra \$2,103.17. At the end of July, fiscal year end, we may add \$12,000. Transportation costs \$6,390.33

- b. We can save money for next year. Not worth putting in GIC. Keep in checking account.
- c. Spending to be discussed with new executive. Note, we must use money within two years of receipt. The extra money accumulated is because we made a conservative estimate of our fundraising and did not fund Scientists in the School and Prologue for the performing arts. Pizza lunch performed better than expected, and Frozen yogurt sales and Pasta Sales brought in extra.
- d. Discussion of new criteria for reporting. All activities are now in specific categories. Ministry asks for reports with more general categories. No action required, but Quicken file (accounting program) needs to be changed. Next year we will see a different format. Need to prepare Annual Financial Report for the second week of September. There are still uncleared checks. Need August statement to put together.
- e. **MOTION(4) adopt the financial report (Farveh)**
- f. Adjustments to additional transportation funds. Last check written for prefects party (to acknowledge student leadership in the school). Passed last meeting

6. Fundraising (Farveh Ghafouri)

- a. Yogurt sales have done amazingly well. Many thanks to the many volunteers for their help and to parents for supporting the sales. Farveh willing to do this again next year.
- b. Received reimbursement money from 2 grants. One for EQAO evening (\$168) and one for Kindergarten information session (\$162). This corresponds to \$3 per parent in attendance.
- c. Application to PRO grant for parent engagement night speaker Jennifer Kolari on the topic of Connected parenting (\$1000). Event to be held on October 23, 2012. Even if we do not get the grant, SAC should consider covering the cost as Kolari is an outstanding speaker. **[MOTION(5) to book Kolari regardless of grant money and for SAC to fund the evening if we do not get the grant (Farveh/Julie) PASSED]**

7. New Business.

- a. Monica expressed thanks to Mai & Karen Pizza lunch coordinators who run the pizza lunch twice every month. The program runs well because of their help and the help of about 30 parent volunteers. Thanks to Julie Constanzo for organizing the Pasta sales and for her enthusiasm. Jae and Jeff were recognized for their efforts as co-treasurers William as co-secretary was noted for his T-shirt sales skills and representative to the Chinese parent community. John for contributing to newsletter, Farveh for grant applications and Frozen Yogurt sales, Frieda as co-secretary for organizing, Arnold for volunteering to help with the overcrowding issue and his unique contribution of drafting the constitution and fundraising documents. Thanks too to Debbie Ralston and Jennifer Schmidt, the previous year's co-chairs, for their guidance and mentorship. Thanks to all who participated. Arnold extended thanks to teaching staff.
- b. **[MOTION(6) formal motion to endorse the playground bench expenditure (after e-mail agreements) Jae/William PASSED]**
- c. Presentation of Bench to Cheryl on the occasion of her retirement. A bench will be installed in the Junior playground in thanks for her contribution to the McKee

community.

8. **Next meeting (to be announced after general meeting)**
9. **Meeting Concluded**

**May be incomplete*