# 

# Arbor Glen School Council

**MINUTES**

September 30, 2013, 7:00 p.m. - 8:35 p.m.

Music Room

**Present:** Wendy Huang (Chair)

Beverly Kirsh (Principal)

Jane Yi (Treasurer)

Monica (Lead Teacher)

Richard (Lead Teacher)

Sally Li (Vice Chair)

Serafima Forsyth (Secretary)

Members of School Council (refer to attendance record)

**Recording Secretary** Sarah Shen

**Topics discussed:**

1. **Minutes of Previous School Council meeting**
2. **Approval of Minutes**

The Minutes for the meeting dated March 28, 2013 were approved as distributed.

1. **Elections**

For new school year (2013-2014), the Executives of Arbor Glen School Council are elected:

Chair: Wendy Huang

Vice Chair: Sally Li

Treasurer: Jane Yi

Secretary: Sarah Shen

1. **Treasurer’s Report**

Balance as of June 30, 2013 is $5,451.19. Main contributors of increase are from afterschool program and pizza lunch, and main expenses are SmartBoards and student field trips.

1. **Fund Rising**

Besides the regular fund rising activities (After school programs, Pizza Lunch and Lunch Lady), Serafima presented 2 proposals: FundScript.com and Button Making.

* Proposal details are enclosed
* Wendy suggests renting button-making machine before the vote on purchase next meeting
* Security concerns are raised which need further investigation

**ACTION**

Re FundScript: To email every present member the website and find the due date. (Serafima)

Re Button Making: To do a research for details on renting a button-making machine. (Serafima)

1. **Fund Spending**

* Prologue: Will choose 2 drama presentations for children to enjoy. Budget at $900/each.

It was moved by Serafima and was seconded by Wendy and Sally:

“The budget of $1,800 on Prologue presentations are approved.”

**MOTION CARRIED**

* Trips
* Skating rink rental
* Support for trips
* Bus fees for teams (this year’s bus will be free – refunds from last bus payment)
* Support for grade 6 graduation – ceremony and trip
* Technology equipment (e.g. SmartBoard)
* New outdoor classroom - Wendy and Serafima will be the volunteers
* New Business: Fundraising for wish list: rocks, sands, picnic tables and 5 benches for the kindergarten playgrounds

1. **School Statement of Needs (SSON) – can update last year’s**

Volunteers needed. Anyone is interested in volunteering, please contact Wendy.

**ACTION**

To circulate the SSON by email (Wendy)

To send email to Wendy with your opinions before the SSON is finalized (council members)

1. **Safety Issues**

* Fire Drills (conducted one and two more drills are scheduled)
* Lock Down (conducted one and two more Lock Downs are scheduled)
* Hold and Secure
* Staff Epi-pen Training – Ms. Evans (A Renewal. Need to know which children need it.)
* Lice Screening (booked for January, 2014)
* Medicine Administration at School (School is not allowed to feed children medicine)
* New Business:
  + - Current Camera cannot identify visitors
    - First Aid Kit is in the office
    - Two teachers in school havethe First Aid certificate (Monica and Rashel)

1. **Insurance for School Council Members**

It was moved by Wendy and seconded by Serafima. All in favor:

“The budget of $100 to purchase the Insurance for School Council Members is approved.”

**MOTION CARRIED**

1. **Ministry Money for Parent Workshops –budget $1,000**

**Suggested topics:**

* + Safety
  + Reading
  + Psychology
  + Social Skills
  + Study Skills
  + E.Q.
  + Negotiation
  + Internet Safety
  + Color vs. Personality
  + Problematic Behavior
  + Nutrition and Diet
  + How to Get your Children in Volunteering
  + Bullying
  + How to Control the Digit Wildness

**ACTION**

To find out the cost of Jennifer Kolari’s workshop on Problematic Behavior (Ms. Kirsh)

To send email to Ms. Kirsh with new topics (Council members)

1. **Principal’s report**

* School Student Numbers: 302
* Staffing updates
* Tips and Special Activities
* Skating – Grades 3-6, mandatory helmets, skate sale
* Outdoor Classroom – Eco Club
* 1-2 volunteers for Friday October 5 – free package ($46)
* Safety – Fire Drills, lock down, hold and secure
* Kindernet Meetings, Hubs, Workshops, visitors
* Cross Country Team – October 11 at Earl Bales
* Mail from School

1. **New Business**

* A member submits a Consent Motion to have French afterschool class for JK and SK
* A member raised a proposal of Caribou Buck Math Contest – online competition

1. **Next Meetings** (Dates are subject to change)

November 27, 2013

February 6, 2014

May 22, 2014

1. **Adjournment:**

The Chair adjourned the meeting at 8:35 p.m.

|  |  |  |
| --- | --- | --- |
|  |  |  |
| Chair – Wendy Huang |  | Secretary – Sarah Shen |