



2015-2016 Wilkinson School Community Council

May 2, 2016

Meeting Minutes - Approved

The 2015-2016 Chair, Erin Vaillancourt called the meeting to order at 6:38 pm.

Agenda

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|-------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------|
| 1. Approval of May Agenda | 5. Committee Updates <ul style="list-style-type: none">- Communications- Derby Numbers- Movie Night- Fun Fair- 100 Year- Fall Events- Greening Committee | 6. Dandylion Daycare |
| 2. Approval of April Minutes | | 7. New Business <ul style="list-style-type: none">- Amazon Affiliate- Other New Business |
| 3. Principal's Update | | 8. Adjournment of Meeting |
| 4. Chair's Update | | |
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Attendance

Present:

Allan Kelly (Principal)	April Moon
Yasmin Buhariwala (VP)	Carmen Doyle
Erin Vaillancourt (Chair)	Julia Warrender
Sharon Hennessey (Treasurer)	Kathryn Underwood
Shanna Breslin (Secretary)	
Manpreet Chana (Dandylion)	Susan Jim
Angelina Diassiti	Brenda Ohngmach

Regrets:

Dan Dumistrescu (Vice Chair)
Jill Spellman
Lilian Ling
Rob Jefferson
Raihana Ingar

Absent:

Anna McDonald
Christina Dumitrescu
Kris Kearns
Michela Pasquali
Natalie Kauffman
Paula Kahn
Sultana Yeasmin Uddin
Yashmeen Nakhude



1. Approval of May Agenda

- Carmen and Kathryn approved.

2. Approval of April Minutes

- Angelina and Shanna approved.

3. Principal's Update – Allan Kelly

- EQAO takes place May 25 to June 7.
- Volunteer Tea: scheduled for June 14.
 - A thank you to all of the people who volunteer at the school > we want to get as many people out as possible.
 - Traditionally held during the school day > *if anyone has suggestions about format and timing, please contact Allan.*
 - Could it be done just before or after school? It usually starts around 8:30am, but we could look at starting a bit earlier.
- Events this week: art show, open house, education week.
- 100th anniversary: speakers are set and ambassadors are ready to give tours.
 - The choir and uke groups will be performing.
 - Photos/memorabilia will be on display, grouped by decade > videos etc in Room 3.
 - Ceremony will be at 1pm in the gym > people will enter there (not front doors).
 - Refreshments will be set up outside, weather permitting > tents are in storage room if needed. Event will end around 3pm.
 - *Parent Council will be providing refreshments and welcoming > if you can volunteer, contact Erin.* Water, coffee, tea, we have extra cookies donated for pizza lunch > buy for about 150 people. Cakes have been ordered.
 - Maybe the ambassadors can wear the black Wilkinson t-shirts? For sale: mugs and sketches of the school done by Susan Jim's dad. Council could have direct donation forms, remind people to come back for Fun Fair > *Shanna sent docs to Erin/April.*
- Track and Field: City finals are on June 14 and include students in Grades 4-6.



4. Chair's Update - Erin Vaillancourt

Please see the committee updates section.

5. Committee Reports

Committee members provided an update of upcoming and ongoing initiatives.

Communications - Shanna Breslin

- A question came up about copying the Council email in order to archive email conversations between Council members > in the past, there was an Executive email which was used for this purpose (it is no longer being used).
 - When big decisions are made about events or projects, it's a good idea to have the email conversations saved in a central place for future reference.
 - *Council members should send important email threads to the Council email for archiving: add in the Council email at the end of the conversation or forward messages after decisions are made. (council@wilkinsonps.org)*
- No update yet on the website hosting and calendar changes > **Rob to provide.**
- We are really happy that teachers have started to send us info about programs/events for our newsletter and website > hoping that more staff will send us information.
- Parent Handbook: almost finished. Would like to get a working copy online before September. Once we get missing info, we'll send to Council for approval and comment.
 - Missing information:
 - Principal's Welcome Message (**a priority**)
 - Meet the Administrative Staff (put a name to a face for first line of contact)
 - Mobile/tech device policy (if one exists)
 - Dress Code (if one exists)
 - List of clubs and extracurricular activities at the school
 - Plan to post what we have this summer with "Coming Soon" in any missing sections.
 - *Allan and Yasmin to send Lilian/Shanna missing info.*

Derby: Update on Money Raised - Rob Jefferson

- Sharon gave an estimate: event net was about \$3,500-\$4,000, food was \$500-\$600.
- Amount was slightly lower than last year > this year's sponsorship dollars were lower and this year's big prize (Jays tickets) was more expensive.
- Event feedback: the event was a lot of fun and ran smoothly.



Movie Night - Erin Vaillancourt

- We need more help/volunteers for Movie Night > can Council members commit to helping at least one night per year? More inclined if there were fewer Movie Nights.
- Let's send a note to the community asking for help in forming a committee in order to keep movie night going > *Erin to give direction re: message to be sent out.*
- We pay for membership to a program that allows us to access hundreds of movies, maybe this is something that the staff could utilize as well.

Fun Fair - April Moon

- We had our first meeting of the leads (~ 20 this year) > things are moving along nicely.
- Fun Fair info packages went out today and, starting every Friday morning from now until Fun Fair, we will be accepting donations etc > *Council members please help with the collection from 8:15am to 9:00am, if possible.*
- Can the student ambassadors help on Fridays to bring stuff down to storage? *April to check in with Yasmin on this.*
- This year we gave out Urdu translation sheets. In the future, we may only need to make 40-50 copies of these, if at all > *Allan will find out if there's a need going forward and if so, which languages to include.*

Fall Events and Committee Membership - Erin Vaillancourt

- We are forming a new Fall Events Committee, which will meet now to plan for next year.
- Would like to send a note to the community looking for people to join > *Erin to give direction/draft to Julia/Shanna.*
- Members so far are Erin, Brenda and April.
- We need new leads/members for the Greening and Education Committees.
- The Greening Committee is responsible for the garden cleanup and they work with the teachers on related projects > *Shanna will contact current committee members for info to send out a note.*
- May 17th: Welcome to Kindy Night > Erin, Shanna, and Julia attending (Carmen backup).

6. Dandylion Daycare - Manpreet Chana

- Dandylion staff are helping out with the 100th anniversary celebration.
- They will be caring for the learning garden over the summer.



7. New Business

Amazon Affiliate Proposal - Shanna Breslin

- Discussed at last month's meeting > when we sign up for the program, we're given a link to use when shopping on Amazon.ca. A small percentage of the sales comes back to the school. No products are advertised. The link would be added to our website.
- Allan confirmed that the Board is okay with this.
- Motion to join Amazon Affiliate program and add it to our website along with any other affiliate/fundraising programs that we join in the future. Motion carried.
- *Lilian to set this up and to look into another option, called Flip Give.*

Other Questions

- Question about the Ministry mandate that daycares need to provide more spaces for before and after care > what exactly does this mean for the school and for Dandylion?
 - The details are being worked out at this point > *add to next month's agenda.*
- Council money was earmarked for spending on technology in the classroom > can we get an update re: how much was already spent and what was purchased? > *Allan to send an itemized summary including what is being spent next year.*

8. Council meeting adjourned at 7:27pm.

**The last meeting of the 2015-2016 Council will be held on
Monday, June 6, 2016 at 6:30pm in Room 3.**