



2020-2021 Wilkinson School Community Council November 30, 2020

Meeting Minutes - Approved

The 2020-2021 Co-Chair, Lisa Zivontsis called the meeting to order at 7:10 pm.

Agenda

- | | | |
|---------------------------------------|--|--|
| 1. Approval of November Agenda | 4. Committee Updates
- Elect Treasurer
- Events Committee | 5. New Business
- Scholastic Book Fair
- Virtual Coffee
- Funding Requests |
| 2. Approval of October Minutes | | 6. Adjournment of Council Meeting |
| 3. Principal's Update | | |
-

Attendance

Present:

Kim Jensen (Principal)
Lisa Zivontsis (Co-Chair)
Angeli Mehta (Co-Chair)
Vince Chan (Treasurer)
Shanna Breslin (Secretary)
Lindsay Matheson (Staff)
Anthea Moreau (Dandy Lion)
Amy Cole
Brenda Ohngemach
Fernanda Perdikaris

Norah Shaughnessy
Deborah Shub
Jennifer Stiff
Chantal Sweeting
Dayna Tekatch
Rose Ullah

Guests:

Maggie Blouin
Shirin Shahrokni

Regrets:

Stephanie Lamb
Rob Jefferson

Absent:

Lindsay Reimers
Erin Vaillancourt
Ryan Wozniak

1. Approval of November Agenda

- Fernanda and Rose approved.



2. Approval of October Minutes

- Dayna and Brenda approved.

3. Principal's Update: Kim Jensen

- Protocol: Our Toronto Public Health nurse did a walk-through of the school. She went through all the protocols and checked out the wellness room to make sure that we're in compliance with all expectations.
 - Please make sure that students are dressed for outdoors every day as they will be outside even in inclement weather.
 - The health pass is very important! This week we had several ill students arrive to school who needed to be sent home. Please ensure you are using the form to check your child for symptoms of illness each morning.
 - Less than 100 of our 370 students have completed their TDSB forms. Please make sure to fill these out!
 - A note will be sent to parents about what to do if we have a positive case in the school. It will also outline asynchronous and synchronous learning opportunities.
 - All of our classes have a Google classroom where students can submit assignments and join asynchronous learning > Please accept the invite and join! We are relying on partnerships with parents to make this successful.
 - Some of the slides from the TPH nurse talk this evening will be used with our junior students who are having difficulty staying in their seats during lunch.
- Our progress reports went home, and our teachers connected with all our parents.
- The [CCAT universal screening](#) for Grade 3 students will take place this week. Families of Grade 3 students have been notified.
- We've acquired basketball nets for students to use in quadrant 4. Teachers are putting them up and taking them down, so they are not disruptive to the neighbours.
- We purchased our OPAL storage container and opted for the small size because the doors are easier to manage. It was paid for by the school. If we need more space, the Council will consider funding another unit in the future.
- Budget: Last year we got \$83K to run the school with 500 students. This year, our budget is \$59K because we have 370 students.
 - Our funding priorities are technology and OPAL materials.
- Question: Can we communicate expectations to parents about holiday gifts for teachers? We should not be sharing items or passing things around to prevent the



spread of infection. It's lovely to show appreciation for our teachers - random acts of kindness would be a nice thing to do. Kim will communicate this and possibly mention a place to give a donation that honours teachers and their efforts.

4. Committee Reports

Committee members provided an update of upcoming and ongoing initiatives.

Treasurer Election: All

- Vince Chan has volunteered to be our new Treasurer!
- Motion to approve the new Treasurer. *Motion carried.*

Events Committee: Lisa Zivontsis on Behalf of Erin Vaillancourt

- We're researching spirit wear (t-shirts, hoodies, etc.,) in youth and adult sizes.
- The wholesale price per unit is lower as we order more of the same item (our pricing quotes are for 20 items).
- To avoid holding inventory and paying for items that don't sell, we plan to take orders first and will add a small mark-up.
- If we have less than 20 orders for any item, we can look at the break-even point and decide if we should go ahead with the order. This avoids buying inventory in advance with the hopes of selling it.
- We are aiming to launch this in the new year so that people can receive items before the end of the school year.
- Who is the vendor? We do not have that info now.
- Suggestions: Could we add slogans like "Wilkinson Mom" or "Wilkinson Strong" to some items? We will investigate this.
- The staff use the logo for graduation items and were wondering if there is a mascot or character to go with the crest? There used to be a lion, but we don't have one currently.
- Are the goods shipping directly to customers or to the school? It seems unlikely to have items shipped to different people > This has to be figured out.

5. New Business

Scholastic Virtual Book Fair: Shanna Breslin

- Because we have no librarian this year, the Parent Council has organized the current virtual book fair (November 23rd to December 4th).
- It's for in-person and virtual students and items are delivered directly to the customer.



- I would like to organize another one in the spring and will research other vendors to change things up. If you know of any local book stores that do book fairs, please let me know by emailing council@wilkinsonps.org.

Virtual Coffee Meet-Ups: Angeli Mehta

- We'd like to host a virtual social event this term (informal drop-in). We surveyed parents to gauge interest. Around 10 families have responded.
- Ideally, we'd like to host in the next week or two.
- We plan to use the platform Wonder, which allows us to set up different meeting spaces within a meeting so people can join different conversations in a more organic manner.
- We'll send out date and time options to the people who signalled interest.

Funding Request – Scientists in School: Shanna Breslin

- We contribute to Scientists in School annually (\$4,000), but because we thought they only had in-person options, we removed the program from this year's budget.
- They are now running online workshops through Microsoft Teams:
 - Classrooms: 1 hour, \$220, max. 27 students, individual science kits are delivered to the school.
 - Community: 1 hour, \$195 for 15 students (can add up to 20 for \$5 each). Kits are picked up by participants from a central location. Take place after school, evening, weekends, PA Days, and winter/March break.
- Doing a workshop for each physical classroom (18 rooms is \$3,960) plus a few for virtual students (3 sessions is \$585) is quite expensive (\$4,500). The staff feel that this is a lot of money for an hour of instruction and all the individual kits are not very eco-friendly.
- We have no way to contact virtual teachers and our students are spread over many classrooms, so the virtual workshops would be outside of school hours.
- It may be better to host several community workshops, mixing in-person and virtual students by age group (e.g., 6 workshops cost \$1,170).
- **Next Steps:** We will send out a pre-registration survey to determine how many workshops are needed and when they should run (**Shanna**). The information will be presented at the January meeting for approval.
- Note: We've updated our budget and added a forecast column to get a better idea of what we think we'll actually spend and earn this year > we are in a better position than originally thought. The budget was sent out with the agenda and included below.



- The red text in the forecast column shows changes from the approved budget.
- Certain items are broken down to show what they include > *marked in italics* (Year-End Transfer, Council Operations, and Communications).

Funding Request – Staff: Lindsay Matheson

- Comment: Although we have no visitors, classes are still filling bulletin boards with art and work and the school looks great.
- The staff have been working on a coordinated wish list of useful items which would cover the needs of all students (5 sets – one for each quadrant and Kindergarten).
 - Outdoor play (not sports-based) items would be very useful > Good quality shovels, buckets, and sleds to pull.
- Staff are finalizing the quantity needed and price.
- Will there be items on the list that can be donated? Funds from the Council need to be used for purchases from board-approved vendors, but we can source in-kind donations for OPAL so that's a good workaround.
- We would like to purchase items sooner rather than later so that the kids can start playing. Once we've purchased them, we'll report back with the cost and discuss Council support.
- We're working on a COVID-friendly activity for the school before the holidays, such as door decorating, dress-up days, or a school-wide virtual contest to win an extra recess or play time in the most popular quadrant.
- The staff are also thinking about ways to include virtual students.
 - We don't have access to class lists and virtual classes combine students from many schools, but we can contact the individual families.
 - One idea is a pen pal program which pairs in-school and virtual students > We are working out the logistics.
 - At Ms. Matheson's child's school, they made t-shirts for virtual students, but the logistics have been very challenging.

6. Council meeting adjourned at 7:56pm

**The next meeting of the 2020-2021 Council will be held on
Monday, January 11th at 6:30pm via Zoom.**

2020-2021 Financials Forecast

*As of November 19, 2020

Expenses: School Programming		2020-2021		Notes	(For Comparison)
		Forecast	Approved Budget		2019-2020 Budget
YE Transfer		\$3,130.00	\$4,555.00		
<i>Scientists in the School (19/20)</i>	\$2,255.00		\$0.00		
<i>Yearbook (19/20)</i>	\$800.00		\$0.00		
<i>Graduation (Plaques, etc) (19/20)</i>	\$200.00		\$0.00		
<i>Silver Birch Program</i>	\$1,000.00		\$0.00		
<i>Less PIAC Funding (19/20)</i>	-\$1,125.00		\$0.00		
Less PIAC Funding (20/21)		-\$1,141.00	\$0.00		
Scientists in the School		\$0.00	\$0.00		\$4,000.00
Field Trip Subsidy		\$0.00	\$0.00		\$3,500.00
Visiting Authors		\$0.00	\$0.00		\$1,000.00
Silver Birch Program		\$1,300.00	\$1,300.00		\$1,000.00
Graduation		\$1,000.00	\$1,000.00		\$1,000.00
Yearbook		\$800.00	\$800.00		\$800.00
Ukelele Program		\$1,500.00	\$1,500.00		\$1,500.00
Performing Arts & Visual Arts		\$0.00	\$0.00		\$4,000.00
Garden Educator		\$0.00	\$0.00		\$4,240.00
Council Operations		\$640.00	\$1,500.00		\$1,500.00
<i>Photocopying</i>	\$400.00				
<i>Babysitting</i>	\$200.00				
<i>Banking</i>	\$40.00				
Teachers' Appreciation Event		\$400.00	\$400.00		\$400.00
Wil-kitchen		\$0.00	\$0.00		\$500.00
Greening Initiatives		\$200.00	\$200.00		\$200.00
Emergency Fund		\$200.00	\$200.00		
OPAL storage container		\$0.00	\$3,000.00	To be purchased if needed in the future.	\$3,000.00
Expenses for Programs/Initiatives		\$8,029.00	\$14,455.00		\$26,640.00

Expenses: Council Events / Initiatives		Forecast	Approved Budget		2019-2020 Budget
Fun Fair		\$0.00	\$0.00		\$6,000.00
Pizza Lunches		\$0.00	\$0.00		\$5,000.00
Movie Night		\$0.00	\$0.00		\$3,500.00
Fall Fest		\$0.00	\$0.00		\$700.00
Sweetheart Bake Sale		\$0.00	\$0.00		\$200.00
Car Derby		\$0.00	\$0.00		\$3,000.00
Eco Pouches Purchase		\$0.00	\$0.00		\$2,333.00
Lice Checks		\$0.00	\$0.00		\$2,300.00
Communications Website + Apps		\$96.00	\$850.00		\$900.00
<i>Google Suite</i>	\$96.00				
<i>Web hosting + Domain</i>				Paid for every 3 years	
<i>Signup.com</i>				Paid for last year	
Council Activities Expenses		\$96.00	\$850.00		\$23,933.00
Total Expenses		\$8,125.00	\$15,305.00		\$50,573.00

Income From Events/Initiatives (Gross)		Forecast	Approved Budget		2019-2020 Budget
Fun Fair		\$0.00	\$0.00		\$19,000.00
Pizza Lunches		\$0.00	\$0.00		\$9,000.00
Movie Night		\$0.00	\$0.00		\$4,000.00
Fall Fest		\$0.00	\$0.00		\$1,000.00
Sweetheart Bake Sale		\$0.00	\$0.00		\$1,500.00
Car Derby		\$403.86	\$0.00	Awaiting refund for Raptor's tickets prize.	\$7,000.00
Eco Pouches Sales		\$200.00	\$0.00	Estimate	
Lice Fund		\$0.00	\$0.00		\$800.00
Shopping Fundraisers		\$300.00	\$300.00	Estimate	\$300.00
Direct Donations		\$1,000.00	\$1,000.00	Estimate	\$1,000.00
Fundraising Income (gross)		\$1,903.86	\$1,300.00		\$43,600.00

Net Income		-\$6,221.14	-\$14,005.00
Bank Balance (Sept. 2020)	\$	20,638.64	
Difference	\$	14,417.50	\$ 6,633.64