

minutes

MINUTES OF BRENTWOOD SCHOOL COUNCIL		
January 16, 2018	Start: 2:04pm	Location: Brentwood School
Meeting Called By	Kelsey D	
Type of meeting	Regular Meeting	
Facilitators	Kelsey D, Heather R	
Co-Secretaries	Vidya R	
Timekeeper	None assigned	
Attendees	<u>Parents:</u> Kelsey D, Heather R, Poorni G, Vidya R, Alanna N, Greg T, Hong Z, Pilas K, Jas J <u>Administration:</u> Mr. Tim Michayluk (Principal), Mrs. Marshall (Assistant Principal)	
1	<ul style="list-style-type: none"> • CALL TO ORDER - It was noted that a quorum was met. • ASSIGN TIMEKEEPER – None assigned, considering the small group of attendees 	
2	WELCOME AND INTRODUCTIONS	
3	APPROVAL OF AGENDA – Greg motioned, Heather seconded, unanimously approved.	
4	APPROVAL OF MINUTES FROM LAST MEETING – Vidya motioned, Greg seconded, unanimously approved.	
5	BUSINESS ARISING FROM MINUTES <ul style="list-style-type: none"> • Grandparents Program Review & Discussion tabled to February meeting 	
6	NEW BUSINESS	
	<ul style="list-style-type: none"> • None 	
7	REPORTS	
7.1	CHAIR REPORT (Kelsey D, Heather R) <ul style="list-style-type: none"> • None 	

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7.2	<p>TREASURER REPORT (Poorni G)</p> <ul style="list-style-type: none"> • General Account Balance till date: \$35,252.15 • Cheques to be cashed – <ul style="list-style-type: none"> ○ Devina - \$166.04 for Grandparents Christmas Lunch ○ Alanna - \$100.00 Gift Card for Agnes • Amount in Quickbooks: \$ 34,986.11(post clearance of the above cheques) • Interest Income - \$1.14 • Fundraising by Heather - A cheque for \$30.72 was received from Mabels' Labels.
7.3	<p>KEY COMMUNICATOR UPDATE (Jen S)</p> <ul style="list-style-type: none"> • Jen was absent. No updates.
7.4	<p>SOCIAL MEDIA UPDATE (Jas J, Heather R)</p> <ul style="list-style-type: none"> • Regular updates are being posted on regarding events in school.
7.5	<p>PRINCIPAL'S REPORT (Mr. Michayluk)</p> <ol style="list-style-type: none"> 1. Current staff on leave: <ul style="list-style-type: none"> • Ms. Bower – Grade 4 – sick leave as of November 16, 2017 – scheduled return is January 22, 2018 – now covered by Ms. Gregan • Ms. Groves (Gr. 1 room 205) - medical/maternity leave to June 29 – covered by Mettie Wiskar • Ms. O'Niel (Gr.5 room 206) – medical/maternity leave to June 29 - covered by Tara Lynn Johnston • Ms. Badour (Gr. 5 room 207) – scheduled return from medical leave is April 2, 2018 – covered by Shandra Tymchuk 2. Temporary Staffing changes: <ul style="list-style-type: none"> • Ms. Bradwell (lunchroom with School Assistant background) – AM working in classrooms as SA • Ms. Southam (lunchroom with School Assistant background) – PM – working in classrooms/workroom as SA 3. Lunchroom supervisor 2hour workshop provided by Kathy Power – Noon Services Facilitator CBE – January 15 4. 2 Smart Boards – \$14,179.68 for the two music rooms – Society support for \$12,000. 5. Ever-greening upgrade – library (learning commons) computers and 4 computers for portable labs: \$35,290.31 system allotment – total funding required - \$45,523.71. School to cover balance for total upgrade. 6. Have established a 2 year plan for more resources with respect to developing 'reading skills' across the entire school. <p>Year 1 targeted focus on:</p> <ul style="list-style-type: none"> • Guided Reading – K-2 target - \$13,000 • Grade 3 / 4 / 5 chapter books and novel studies to support initiating more literacy circles - \$8000 • Inquiry books to support journaling, perspective, critical thinking and authentic writing – multiple copies at each grade level - \$2000 • Circle of Courage materials - \$3000

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	<p>Year 2 targeted focus on:</p> <ul style="list-style-type: none"> • High Interest materials • Add sets for guided reading at higher grade levels • More literacy circle materials for all grades • Expansion on home reading programs <p>A total of \$26,000 is required for the above upgrades. Budget Allocation from Society account towards Library enhancement for next year discussed. (See Society Minutes)</p> <p>7. Starting the processes for looking at possible residencies for 2018/19 – discussion with council/society required.</p>
7.6	<p>TEACHER’S REPORT (Mrs. Marshall)</p> <ul style="list-style-type: none"> • January 17/18: Grade 4 - Wool Mine • January 16-18: Grade 3 - Glenbow Museum • January 22: Canadiana Musical is presenting ‘The Birth of the CPR,’ - at 10:50 AM and 1:45 PM to the school in two shows – parents are welcome. • January 22–February 1: Alien Inline for Grades 1 to 3 • February 7,8,20, 21, 22, 27, 28: Grade 2 - Teacher’s Pet exploring Liquids and Acadia • February 13: Grade 5 - Science Fair • February 21: Grade 1 - Colour Me Mine • February 21/22: Grade 4 - Robo-Gals - Engineering students will be working with students on Simple Machines
8	<p>EVENTS</p>
8.1	<p>EVENTS COMMITTEE UPDATE (Events Committee)</p> <ul style="list-style-type: none"> • Staff Appreciation on Jan 26th • JELLY BEAN DANCE – The events team is planning a family Jelly Bean Dance on February 23rd, 2018. Team is still working on the logistics of the event. Updates next meeting. • Tim shared a few points to consider for organizing the Dance- <ul style="list-style-type: none"> ○ Entry via invitation only. More supervisors to be assigned at the entry doors. ○ Appropriate music for the kids. The entire event should be no longer than 1.5 hours. ○ Concession- Prepackaged food is better. Have the stalls strategically located so as to streamline traffic flow between both gyms. ○ Both gyms should have parallel music so as to prevent over-crowding in any of the gyms. ○ Silent auction –Divide auction in stages. Winners to pay right after the auction ends. Monitor that only the adults write on the auction sheets. • Jas also suggested color coding the bands and capping the total number of tickets sold. Presale only. With regards to conducting a Raffle, Tim pointed out that we need a permit to conduct a Raffle from AGLC. To be further discussed by the Events Team.

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8.2	<p>FUN LUNCH UPDATE (Kelsey D)</p> <ul style="list-style-type: none"> The January Fun Lunch went without a hitch. Grades 3,4 & 5 ate in their classrooms, while the other grades has lunch in the gym watching a movie. Next Fun lunch in on Feb 8th - Subway.
8.3	<p>TREAT DAY (Preeti J)</p> <ul style="list-style-type: none"> Absent. Next treat day on Feb 23. Treat item yet to be finalized.
8.4	<p>FUNDRAISING UPDATE (Fundraising Committee)</p> <ul style="list-style-type: none"> Silent Auction to be held along with Jelly Beans Dance. Letters for Donation to be sent out. Last year's donors list available. Poorni also suggested strong advertising for the tickets as a fundraising effort towards school library enhancement.
8.5	<p>AD-MAZING Fundraising update (Alanna N)</p> <ul style="list-style-type: none"> Total sales - \$5580.00 Expenses - \$2877.00; Net Income - \$2,703.00
9	<p>NEW IDEAS/IMPROVEMENTS/SUGGESTIONS</p> <ul style="list-style-type: none"> Alanna suggested organizing a unique program for the children called URSTRONG. It is a skills-based social emotional development program that empowers children with skills and language to be better friends and develop healthier relationships. It also provides parents and teachers with skills to better support their kids. <u>Details:</u> <ul style="list-style-type: none"> \$25 (for a child and one parent). Sessions: 2 (Grades 1 & 2; Grades 3 to 6) Min. number per session: 25 (including parents) Jas expressed concern on whether most parents would be willing to pay for the program, especially if the family has siblings attending Brentwood, it might be expensive. She questioned if the tickets could be subsidized and paid in part by the council. Poorni pointed out that since this year's budget has already been allocated, it may not be possible to subsidize the tickets. After further discussion, Kelsey proposed to go ahead with the program unsubsidized. This could be a trial run, and if the response was good, we could organize another event in the next academic year. Based on the availability of dates, March 8th was chosen for the event. Suggested Start Time: 4:15 pm
10	<p>NEXT MEETING DATE: February 13th, 7:00PM - LIBRARY</p>
11	<p>ADJOURNMENT: 3:24pm</p>