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<b>MINUTES OF BRENTWOOD SCHOOL COUNCIL</b>		
<b>March 13, 2018</b>	<b>Start: 2:01PM</b>	<b>Location: Brentwood School</b>
Meeting Called By	Kelsey D	
Type of meeting	Regular Meeting	
Facilitators	Kelsey D, Heather R	
Co-Secretaries	Vidya R	
Timekeeper	Heather R	
Attendees	<u>Parents:</u> Kelsey D, Vidya R, Heather R, Carmen D, Jen S, Devina S, Pllas K, Alanna N, Preeti J, Poorni G <u>Administration:</u> Mr. Tim Michayluk (Principal), Mrs. Marshall (Assistant Principal)	
1	<ul style="list-style-type: none"> <li>• <b>CALL TO ORDER</b> - It was noted that a quorum was met.</li> <li>• <b>ASSIGN TIMEKEEPER</b> – Heather was assigned as the timekeeper.</li> </ul>	
2	<b>WELCOME AND INTRODUCTIONS</b>	
3	<b>APPROVAL OF AGENDA</b> – Heather motioned, Vidya seconded, unanimously approved.	
4	<b>APPROVAL OF MINUTES FROM LAST MEETING</b> – Heather motioned, Jen seconded, unanimously approved.	
5	<b>BUSINESS ARISING FROM MINUTES</b> <ul style="list-style-type: none"> <li>• <b>Grandparents Program review</b> – Tim mentioned that a 7member committee has been seconded to review the program in depth. The committee includes Kelsey D, Greg T, Devina S, Alanna N, Mariam A.H, Sharon M, and Tim M. First meeting TBA. Devina informed that Grandma Georgina may not return the following year since her Parkinson’s has worsened and she is more home bound.</li> <li>• <b>Purchasing of Therapy Items</b> – Sharon has purchased the following therapy items - therabands, squishy balls, noise cancelling headphones, and wiggle cushions. After approval from the Occupational Therapist, the school will consider the purchase of Lap Pads.</li> </ul>	
6	<b>NEW BUSINESS</b>	
	<ul style="list-style-type: none"> <li>• None</li> </ul>	

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7	<b>REPORTS</b>																																				
7.1	<p><b>CHAIR REPORT (Kelsey D, Vinny L, Heather R)</b></p> <ul style="list-style-type: none"> <li>Vinny, Kelsey and Heather plan to have a meeting in order to obtain better clarity on their respective Co-chair roles.</li> </ul>																																				
7.2	<p><b>TREASURER REPORT (Poorni G)</b></p> <ul style="list-style-type: none"> <li>Family Fun Dance Night Summary:</li> </ul> <table border="1" data-bbox="342 718 1422 1140"> <thead> <tr> <th>Income Description</th> <th>Amount</th> <th>Expense Description</th> <th>Amount</th> </tr> </thead> <tbody> <tr> <td>Tickets Eventbrite</td> <td>\$1,584.00</td> <td>Disc Jockey</td> <td>\$ 561.45</td> </tr> <tr> <td>Tickets- door</td> <td>\$ 90.00</td> <td>Concession</td> <td>\$ 850.88</td> </tr> <tr> <td>Concession</td> <td>\$1,054.75</td> <td>Cleaning</td> <td>\$ 100.00</td> </tr> <tr> <td></td> <td></td> <td>Other (Decoration etc)</td> <td>\$ 128.42</td> </tr> <tr> <td><b>Total Income</b></td> <td><b>\$ 2728.75</b></td> <td><b>Total Expense</b></td> <td><b>\$ 1,640.75</b></td> </tr> <tr> <td><b>Net Revenue</b></td> <td><b>\$ 1,088.00</b></td> <td></td> <td></td> </tr> <tr> <td><b>Donations</b></td> <td><b>\$ 327.00</b></td> <td></td> <td></td> </tr> <tr> <td><b>Silent Auction</b></td> <td><b>\$ 262.75</b></td> <td></td> <td></td> </tr> </tbody> </table> <ul style="list-style-type: none"> <li><b>ATB bank interest income:</b> \$0.94</li> <li><b>Current Balance:</b> \$38,243.68</li> <li><b>Balance in Quick books:</b> \$ 36,382.31</li> <li><b>Outstanding cheques-</b> <ul style="list-style-type: none"> <li><u>Towards Family Fun Dance Night Expenses:</u> <ul style="list-style-type: none"> <li>Pilas K : \$270.00</li> <li>Monarch Music: \$261.45</li> <li>Alanna N: \$44.63</li> <li>Carmen D: \$177.80</li> <li>Heather R: \$120.96</li> <li>Vidya R: \$365.90</li> </ul> </li> <li>Pilas K (Staff Appreciation – Monthly): \$81.63</li> <li>Preeti J (Treat Day): \$539.00</li> </ul> </li> </ul>	Income Description	Amount	Expense Description	Amount	Tickets Eventbrite	\$1,584.00	Disc Jockey	\$ 561.45	Tickets- door	\$ 90.00	Concession	\$ 850.88	Concession	\$1,054.75	Cleaning	\$ 100.00			Other (Decoration etc)	\$ 128.42	<b>Total Income</b>	<b>\$ 2728.75</b>	<b>Total Expense</b>	<b>\$ 1,640.75</b>	<b>Net Revenue</b>	<b>\$ 1,088.00</b>			<b>Donations</b>	<b>\$ 327.00</b>			<b>Silent Auction</b>	<b>\$ 262.75</b>		
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7.3	<p><b>KEY COMMUNICATOR UPDATE (Jen S)</b></p> <ul style="list-style-type: none"> <li>Tim updated the Council on the current status of the CBE – The Chief Superintendent, Mr. Dave Stevenson will be retiring this month. With the Deputy Superintendent already retired, administrative changes could be expected with new heads. This also means that funding changes for the upcoming school year could be expected. Tim will keep the Council informed.</li> </ul>																																				

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7.4	<p><b>SOCIAL MEDIA UPDATE (Jas J, Carmen D &amp; Heather R)</b></p> <ul style="list-style-type: none"><li>• No updates</li></ul>
7.5	<p><b>PRINCIPAL'S REPORT (Mr. Michayluk)</b></p> <ol style="list-style-type: none"><li>1. Bravo to organizers of Family Dances – great success in terms of some fun for both students and parents!</li><li>2. <u>Staffing updates:</u><ul style="list-style-type: none"><li>• Ms. Ghosh has been on medical leave since Jan. 18 – proposed return date is now April 3. Filling in for her – Ms. Nazerali (formerly in for Ms. Ngai in Kindergarten)</li></ul></li><li>3. Have been instructed to stick to projected #s 685 – no announcement yet about government funding – will know in March to see if we can keep the amount of staff we have.</li><li>4. Investigation of Drumming residency next year – meeting held on March 8 – Heather B. in attendance.</li><li>5. Learning leaders have ordered literacy resources – Agnes will have the current amounts as per planned purchases in two stages. The learning leaders have arranged for a representative from Nelson Industries to present a lunch and learn for all teaching staff.</li><li>6. Smart Boards to be installed in both music rooms on March 26.</li><li>7. I-pads – final stages of loading with all approved educational apps – lengthy process – none the less teachers will be using them shortly and then will have opportunity for PD on May 4 with system special Steve C. who will provide in-service on proper use and integration into the classroom for all staff.</li><li>8. Our website is now up and running after much review – council and society need to continue the process for proper posting of minutes – both passed minutes, draft minutes to be passed and agendas. Carmen suggested doing an overview of the website at the Kindergarten Orientation. Tim and Sharon agreed.</li><li>9. Staff in discussion about adjusting our times during the school day – beginning at 9:10 and end time of 3:50 PM cannot be adjusted - however times in between are in need of some review. We are looking at extending the morning learning time (going back to the original lunch time, and making the afternoon shorter – continue with a lunch break, afternoon recess and incorporate a morning snack/body break.</li></ol>

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7.6	<p><b>TEACHER'S REPORT (Mrs. Marshall)</b></p> <p><b><u>MARCH EVENTS –</u></b></p> <p>1-15th: Dance Residency for Kindergarten, Grade 1 and Grade 5          13th: Dance performance Kindergarten          14th: Dance performance Grade 1          15th: Dance performance Grade 5          5th -7th: Teacher's Pet – Grade 2 - Exploring Liquids          9th, 16<sup>th</sup>-22nd: Cathy Beveridge will be working with Grade 4 on literacy          13th: Calgary Agricultural in the Classroom (CAC) will be presenting to Grade 4 on Agriculture in Alberta          12th &amp; 13th: CSSI will be going swimming          16th: Shirley Hill will be working with Kindergarten – Grade 3 exploring Indigenous dance.          19th: Leighton Art Center is coming to classes to work with the Grade 5 students – connecting Art to curricular outcomes</p> <p><b><u>APRIL EVENTS -</u></b></p> <p>5th: Shirley Hill will be working with the full school on Indigenous History and Dance          11th: Carrie Stanton (artist) and James Pantuso (illustrator) will be working with Grade 3 classes.          16th / 17th: Grade 3 going to National Music Centre</p>
8	<p><b>EVENTS</b></p>
8.1	<p><b>EVENTS COMMITTEE UPDATE (Events Committee)</b></p> <ul style="list-style-type: none"> <li>• Family Fun Dance Night Update:             <ul style="list-style-type: none"> <li>○ # of tickets sold- 397 (379 – Eventbrite; 18 – Door)</li> <li>○ Event debriefing done on Monday (Mar 12<sup>th</sup>)</li> </ul> </li> <li>• Dates for the following events were suggested by the team and requested approval from Tim.             <ul style="list-style-type: none"> <li>○ Movie night – May 25<sup>th</sup></li> <li>○ Bus Driver Appreciation (Breakfast): April 19<sup>th</sup></li> <li>○ Staff Appreciation (Lunch): April 20<sup>th</sup></li> </ul> </li> <li>• The Events team has decided to provide Chips (remaining from the Dance night) for the teachers during the March Student Conferences.</li> <li>• Tim requested the Staff Appreciation lunch to be set up at the gym.</li> <li>• For the Movie night, Tim mentioned that the school can cover licensing costs (about \$250 per movie). He pointed out that the Council cannot charge parents for the movie. However, donations could be requested.</li> <li>• Also, Supervision will not be provided. No seating arrangements. All children and adults to use the floor. They could bring sleeping bags/ blankets if they wish.</li> <li>• Devina requested Volunteer Tea to be set up between 11:00 am and 12:00 pm so parents who had kids in TB Riley as well could stay for a while before leaving to pick up their older kids.</li> </ul>

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	<ul style="list-style-type: none"> <li>• <b>URSTRONG Event Feedback:</b> <ul style="list-style-type: none"> <li>○ Attendance: Senior group- 74 (including Adults); Junior group - 64</li> <li>○ Helped kids identify and distinguish between healthy and unhealthy relationships; provided strategies and tools to put out common Friendship fires (conflict resolution) and combat mean-on-purpose behaviors.</li> <li>○ Kelsey also mentioned how her family benefited by using the strategies learned in the workshop.</li> </ul> </li> </ul>
8.2	<p><b>FUN LUNCH UPDATE</b></p> <ul style="list-style-type: none"> <li>• <b>April 11th Fun Lunch - Jugo Juice.</b> Since Jugo Juice was a new item in Fun Lunch, Devina recommended providing more recycle bins in the playground area, in case the kids choose to go outside with their drinks/ smoothies. Preeti also suggested involving the leadership kids in helping out with disposal. Jen noted it would be helpful to remind the parents in the Agenda on sending the regular lunch on Fun Lunch day.</li> <li>• Issues around taking home uneaten Fun lunch were discussed. Health as well as practical issues that involve with food being taken to classrooms were explored.</li> </ul>
8.4	<p><b>TREAT DAY (Preeti J)</b></p> <ul style="list-style-type: none"> <li>• Feb Treat Day – Cupcakes. Of the 300 cupcakes ordered, 90 remained, which were sold during the Dance night.</li> <li>• Sharon pointed out that the Red icing on the cupcakes created practical issues with some kids.</li> <li>• Preeti clarified the Loss incurred for the December Treat day – The school always made a marginal loss when it sold Purdys chocolate, since we sell the treats at an affordable cost of \$1.00 per piece, while each of the Purdys chocolate actually cost us \$1.25. However, looking at the brighter side, the losses are usually covered with the other Treats.</li> <li>• Next Treat day – May 11<sup>th</sup>. Will update on the item.</li> </ul>
8.5	<p><b>FUNDRAISING UPDATE (Fundraising Committee)</b></p> <ul style="list-style-type: none"> <li>• The Council collected \$327.00 as donations from parents during the Family Fun Dance Night towards Classroom Literacy Resources.</li> <li>• Many parents expressed donating online since they did not carry enough hard cash. Kelsey said she would look into the options of providing online fundraising options for parents.</li> <li>• Plans to keep donation boxes during Movie night as well.</li> <li>• Devina recommended following T B Riley’s example - Provide Casual day options (pay \$2 per day or \$5 for the whole week). Preeti also suggested a Readathon event. Tim agreed to look into these options.</li> </ul>

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9	<b>NEW IDEAS/IMPROVEMENTS/SUGGESTIONS</b> <ul style="list-style-type: none"><li>• None</li></ul>
10	<b>NEXT MEETING DATE: April 17<sup>th</sup> 7:00 pm, School Library</b>
11	<b>ADJOURNMENT: 3:21 PM</b>