



MINUTES

Thursday, May 5, 2024

School Library | 6:30 pm – 8:00 pm

Attendance

Elected Officers & Members-at-Large (Voting)

Amanda Young, Beth Brooks - Fundraising Chair, Chantal Elward, Elizabeth Hyland, Katie Eley - Chair, Haley MacDonald - Secretary, Megan Fitzpatrick - Treasurer, Melissa So, Sabrina Hayden, Stuart Rogers (left at 7:05 pm), Tammy Hewitt

Regrets: Amanda Formentini, Erin Coughlin, Jake Urbanek, Jennifer Masters, Michael Munshaw, Robyn Bluestein, Raluca Kostovski

Members-at-Large & Rep's (Non-Voting)

Ruth Coulter - School Principal (ex officio)

Regrets: Effie Tsioutsoulas - Teacher Rep, Kim Rogers - Sunshine Childcare Supervisor, Nidhi Abbi

Other Attendees

Adrianna Pilkington, Daniel Troster (teacher), Jennifer Moss (teacher), Lorna Marks (teacher), Sharmila Sivasankaran

1. Welcome & Land Acknowledgement

Katie Eley

- The TDSB Land Acknowledgement was read: *We acknowledge we are hosted on the lands of the Mississaugas of the Anishinaabe, the Haudenosaunee Confederacy and the Wendat. We also recognize the enduring presence of all First Nations, Métis and the Inuit peoples.*
- *Kate has decided to step down as co-chair/member for personal reasons*

2. Approval of Minutes

Haley
MacDonald

- Melissa So moved to approve the [March 21, 2024 Minutes](#), seconded by Elizabeth Hyland, thereby passing the motion.

3. Principal's Report

Ruth Coulter

- Ruth recently had her colleagues visiting from New Zealand. Visit



highlights included everyone learning the All Blacks haka dance and reconciliation efforts underway with the indigenous Māori people.

- Math Night was very successful, attracting at least 80 families. Many thanks to Ms. Marks for her efforts. Movie Night was also very successful with many rave reviews from students.
- [EQAO assessments](#) will likely begin the first week of June, giving teachers time to review the curriculum with students. This timing was chosen to avoid upcoming track and field events. Canadian Cognitive Abilities Test (CCAT) testing, which is optional, is underway.
- Special education students are beginning to receive offers to Jack Miner, with open houses in May and June. Many thanks to Ms. Moss for overseeing this process.
- Ms. Davey will be returning on May 6th. Mr. Troster will float for a week then move into Ms. Tahir's grade 3/4 class. Ms. Tahir recently tendered her resignation for personal reasons but may remain on as an occasional teacher.
- Although staffing challenges continue, the school has always had qualified teachers.
- [Education Week](#) is being celebrated May 6-10 with one thematic focus being children's mental health. Resources have been shared with staff. May 1st was National Principal's Day.
- Toronto Police cannot provide the cybersecurity training we were seeking due to staffing shortages and cybersecurity not being an area of their expertise. A paid provider for this training will need to be found; there are options on the TDSB-approved provider list.
- There is an opportunity to offer Dance n' Culture workshops for students for all grades (programming for kindergarten being confirmed). Workshops are inclusive and accessible, exposing students to many different styles of dance and providing them with the tools to choreograph their own routines.
- **VOTE: Eligible members approved the decision to provide funding for the Dance n' Culture program for \$1,200 by a vote of 11 Yes, 0 No and 0 Abstain.**

4. Sunshine Childcare Report

- Summer registration forms were due recently, and information for fall registration for preschoolers and before/after school care will be shared shortly.
- Sunshine is beginning some community outreach programming and

Katie Eley (on
behalf of Kim
Rogers)



wondered if they could have food collection boxes available during the Fun Fair. Although this has never been done, it was generally agreed that this would not be a problem and Fun Fair communications could also help promote this to help drive food donations.

5. Treasurer's Report

Megan
Fitzpatrick

- As of April 30, 2024, our bank balance was \$19,683.81 (see [Appendix A](#) for full financial report) with an end-of-year projected surplus of \$10K without Fun Fair profits which are yet to be determined.
- There has been a lot of movement in our account this month. Expenditures included Nitwits, classroom enrichment, and Scientist in the School, with participation by all 13 classes. Council's grade 6 grad contribution was paid, instrument repairs have been paid in full, the new instruments budget will be paid shortly, and the Roseneath event has been paid for. Revenues included Movie Night and pizza lunch, and the Fun Fair has already broken even from sponsors, vendors, and wristband/pizza sales. The only Fun Fair expense not yet paid is for the inflatables.
- A call was made for baskets left over from last year's event. Silent Auction basket communications have gone out to teachers but follow-up was needed to confirm that parents have been informed.
- The question arose regarding the appropriate amount for the Fun Fair cash float. While past experience suggested it might have been around \$1,000, there was some uncertainty, and it could have been higher.

6. 2023-2024 Events & Activities Updates

Katie Eley

- Movie Night –Sabrina
 - Event was a huge success. Primary gym was a little wild, but everything ran on time with no tech or concession issues. A big thanks to Ren and Dave of G&G Electronics for providing tech and support. This was the most profitable movie night event on record. Thinking to the future, Sabrina has developed instructions and retrospective insights for Katie and Raluca –e.g., Grade 6's wanted to volunteer, siblings wanted to attend, adjusting budget due to inflation. The aim is to hold two movie nights next year, avoiding winter season where boots bring water/dirt into the school. School Council will need to budget for movie license (Feb purchase; school



- can use as well).
- NitWits –Katie
 - Three cases of lice were found during most recent visit, less than the six cases found during the fall. Plan is to rebook for next year. If lice is found, a treatment letter is sent home with affected child (myth that they must self-isolate; child can attend school while being treated for lice) in addition to a letter sent to parents in the class.
- Roseneath Workshop –Melissa
 - Payment will be finalized soon. Set-up will begin around 8:15 am, and staff will have students ready for a 9:15 am performance start. An adjudicator for the Dora Mavor Moore Awards will be in attendance as well.
- Staff Appreciation Day –Amanda Y
 - Amanda, Meghan and Jenn have been hard at work on this event. Communications have been sent to teachers and the event will be held on Wednesday, May 8th. Many volunteers have come forward, in addition to monetary and potluck donations. Families have also dropped off gifts for staff, which has been very appreciated. Staff have also been doing their own monthly potluck.
- Simcoe Garden –Haley
 - Erin is still interested in the garden work, but would love help from 1-2 other parents. She was also planning to submit receipts for expenses she incurred for fall garden clean-up. Haley will follow-up with Erin re: the PollinateTO grant. Katie will follow-up with Alison re: Guild Butterflyway support.
 - The school previously ran an Eco Club sponsored by a staff member (Mme. Sass has led in the past). Guided by [TDSB's EcoSchools programming](#), this can be quite a big commitment, but could be revisited if there was a sponsor to lead the work.
- Dance Party –Katie
 - A school dance party for all classes, hosted by DJ Mike, is slated for June 14th. Grade 6's will be visiting Jack Miner that morning.

7. 2024-2025 School Year Planning Overview

Katie Eley

- A homework project is forthcoming to generate ideas for next year's School Council programming. Ideas generated using the Google form will be discussed at the final School Council meeting of the year in June. Ideas don't have to cost money. Ruth will also invite teachers to submit



ideas. A suggestion was made to allow ideas to be submitted without requiring commitment to coordinate if selected. This would allow for more ideas to be generating and leads could be identified later. It was also suggested that parameters be provided to parents and teachers so they can understand how small or large an idea could be.

- The question of TDSB liability insurance was raised –had we ever paid for it? Ruth advised that every Council should have it for parent-sponsored events. She would hold the permit which is typically obtained in October. Megan would investigate further while Ruth would check with Tony Rossi (TDSB insurance and enterprise risk) regarding liability insurance requirements for the Fun Fair.
- Katie heard back about wheelchair basketball programming. There are two options –athlete presentation or wheelchairs– but no combined option.
- Katie and Ruth have confirmed the first meeting of the 2024-25 school year, which will be Tuesday, September 17th. The date was set in part because school starts on September 3rd and Council nominations require 14 days to promote. The suggestion was made to pre-plan for a September pizza lunch.

8. Fundraising Updates

Katie Eley

- Pizza Lunches –Beth
 - Only several pizza lunches remain. Ruth will do a call for volunteers. Due to high interest, a Google form will be used to streamline registration.
- Fun Fair –Chantal
 - Approximately \$4.5K has been committed in sponsorships, though not all payments have been received.
 - Many volunteers will be needed for the event, with 18 volunteers identified so far. Volunteer requests will be sent to all sub-committee leaders shortly. Local highschools –Laurier, Wexford–will also be contacted for younger volunteers (honoraria may be offered to these volunteers, e.g., free wristband).
 - Final in-person planning meetings on May 7th and 16th.
 - More canopy/tents will be needed for the event. There are two existing canopies located in gym storage. Should the canopies not be in good shape, School Council would fund the purchase of new canopies. Melissa also offered to share her canopies.
 - **VOTE: Eligible members approved the decision to provide an \$400**



to the Fun Fair Committee to purchase two tents by a vote of 10 Yes, 0 No, and 0 Abstain; 1 voting member had left prior to this vote.

9. Staff Appreciation Initiatives

Elizabeth
Hyland &
Tammy Hewitt

- School Council discussed whether there were more ways to support staff above and beyond the Staff Appreciation event, in light of ongoing staffing challenges, in order to create an atmosphere of appreciation, kindness, and support (i.e., helping our kids by helping their community).
- Ideas put forward included: Establishing a sub-committee to explore the possibilities further including relationship to School Council; perhaps best path is to build a giving culture amongst the larger parent community so it doesn't have to be School Council led; more inquiry into where staff feel the greatest strain day-to-day and finding creative ways to help (e.g., redirecting parent inquiries about events to School Council to lessen burden for staff); using School Council's platform/reach to raise awareness and/or funds for staff appreciation (keep the money separate from Council finances?); could programming supported by School Council like X-Movement or outdoor calisthenics activities, offer teachers time away from the classroom (e.g., for prep time)
- Challenges raised included: There could be rules or bylaw issues (e.g., Ruth can't use school funds to purchase food for teachers unless outside of school hours); there would need to be transparency in our fundraising if funds were to be used in this way; parent community may want all funds raised to go directly to support a fuller slate of programming and supports for students (benefits of teacher support is less direct); from a safety perspective, a teacher must always be present to supervise students receiving third-party programming.

8. Other Business

All/Open

- No other business was discussed.

Final Meeting of 2023-24: 6:30 pm | Thursday, June 6, 2024 | School Library

First Meeting of 2024-25: 6:30 pm | Tuesday, September 17, 2024 | School Library



Appendix A: School Council Revenue/Expenses YTD



Elizabeth Simcoe School Council Income/Expenses YTD				
Prepared on April 30, 2024 by Megan Fitzpatrick				
	Income	Expenses	Profit / Loss	NOTES
Pizza Lunches	\$ 16,920.00	\$ (3,239.29)	\$ 13,680.71	
Lunch Lady	\$ 179.50		\$ 179.50	
BBQ	\$ 3,034.50	\$ (2,844.95)	\$ 189.55	* does not include \$250 deposit from June 2023
Tech Purchase Balance		\$ (541.85)	\$ (541.85)	
Spirit Wear	\$ 287.83		\$ 287.83	
Mabels Labels	\$ 64.24		\$ 64.24	
Classroom Enrichment		\$ (2,964.00)	\$ (2,964.00)	12/17 teachers have been reimbursed
Nitwits		\$ (1,118.70)	\$ (1,118.70)	
Website		\$ (149.12)	\$ (149.12)	
Pancake Breakfast		\$ (119.70)	\$ (119.70)	
Donation to Cedar Drive JPS		\$ (2,000.00)	\$ (2,000.00)	
Other		\$ (26.72)	\$ (26.72)	
Scientist in the School		\$ (3,237.00)	\$ (3,237.00)	13 sessions booked
Movie Night	\$ 1,794.25	\$ (537.65)	\$ 1,256.60	
Grade 6 Grad		\$ (2,252.71)	\$ (2,252.71)	Hoodies & Medals
Lunchroom Table		\$ (1,692.05)	\$ (1,692.05)	
Instrument Repairs		\$ (1,000.00)	\$ (1,000.00)	
New Instrument Purchase		\$ (1,475.00)	\$ (1,475.00)	
Roseneath		\$ (960.50)	\$ (960.50)	
Fun Fair	\$ 5,901.00	\$ (5,735.00)	\$ 166.00	Income- sponsors (\$3260), vendors (\$480), wristband/pizza presales (w\$1640, p\$521); expense Main Event & Signage
Bank Charges		\$ (135.00)	\$ (135.00)	
			\$ -	
	\$ 28,181.32	\$ (30,029.24)	\$ (1,847.92)	
Starting Bank Balance \$21,531.73 August 1 2023				
Total In YTD \$28,181.32				
Total Paid out YTD -\$30,029.24				
Current Bank Balance \$19,683.81				

Elizabeth Simcoe School Council APPROVED PLANNED/PROJECTED Income/Expenses YTD				
	Income	Expenses	Profit / Loss	NOTES
Pizza Lunches		\$ (2,000.00)	\$ (2,000.00)	
Website		\$ (350.00)	\$ (350.00)	Leftover from initial approved amount
Classroom Enrichment		\$ (1,286.00)	\$ (1,286.00)	5 teachers have not submitted receipts
EcoClub		\$ (500.00)	\$ (500.00)	
Dance/DJ		\$ (650.00)	\$ (650.00)	Planned for June
Parent Workshops		\$ -	\$ -	\$1000 originally approved; no plan for this year.
New Instrument Purchase		\$ (775.00)	\$ (775.00)	Awaiting final invoice - this has likely been fully spent
Bank Charges		\$ (45.00)	\$ (45.00)	May-August Fees
Fun Fair		\$ (3,350.00)	\$ (3,350.00)	
	\$ -	\$ (8,956.00)	\$ (8,956.00)	
Current Bank Balance \$19,683.81				
Projected Total In YTD \$0.00				
Projected Total Paid out YTD -\$8,956.00				
Projected Bank Balance \$10,727.81				

Purple highlight indicates a change or addition from previous report