

Seneca School Advisory Council - Meeting Minutes

Date: Tuesday, November 5, 2019

Time: 6pm

Attendees: Tracy Reed, Adele Churchill, Susan Ealker, JoAnne Lastella, Julie Vanni, Kelly Brenneman, Kristy Harrison, Cherie Nash, Chris Walker, Giancarlo Crotta (Principal), Jenn Orr (Teacher Representative)

NUMBER	ITEM	PRESENTER
1.0	<p>Call to order</p> <p>Chair</p>	All
2.0	<p>Approval of Minutes from September Mtg</p> <p>Approved by consensus.</p>	All
3.0 3.1	<p>Principal's Report/Staff Report</p> <p>School Council Constitution</p> <ul style="list-style-type: none"> • Discussion re: constitution sent out by Gian v. the constitution that the Seneca committee made in mid 90's. Plan to send out electronic copies of both policies to review by entire council. All potential amendments must be pre-sent to the Chair minimum one week before the next meeting. <p>Outdoor Classroom</p> <ul style="list-style-type: none"> • Initial plan was sent into Board. They provided the feedback why we could not proceed as it has wood components. • New plan was devised and reconstructed based on metal framework. • Wood posts can be used around sandpit, this is cost neutral as are donated • Freestanding chalk board for amphitheatre was missing-need to add • Grand total was roughly \$20,400 which included installations and landscaping • Teacher bench, 4x picnic tables, x3 blackboards, spiral bench, log bench bike rack, mulch, and sand • No overage needed per board policies • Adele to review re: posts • Grant available: January 15th seems to be cut off for winter ones; there are grants just for trees; Grant are very specific-range is typically from \$2,000 - \$10,000 	Mr. Crotta

	<ul style="list-style-type: none"> • Important of specific drive towards this • CPIP grant has been submitted- waiting on feedback; CPIP will match up to \$10,000. <p>Other</p> <ul style="list-style-type: none"> • Playground, company checks safety in the summer; our playground is not up to code. Screws missing, one ring is not to size, gap between slide and railing, dent on side thus structure is at risk <ul style="list-style-type: none"> ○ Facilities came out to discuss how to save the playground- some are easy fixes- this is must more cost efficient outcome • Online booking for parent-teacher interviews- new this year. Parents that are not able to access can contact school for assistance 	
4.0	<p>Budget</p> <ul style="list-style-type: none"> • \$1600 that was taken from the account for teachers, where did the unused amounts go? Need to look into this. • \$618.74- x2 Tents, outdoor classroom, balls etc • Holding account- needs to be used for allocations (ie outdoor classrooms). Money put into that account, money will be detailed to come out <ul style="list-style-type: none"> ○ Running balance can be seen here • \$6000 + in 'meal days' is left over from 2018-2019 school year • Question re: opening budget- Do we need \$1,000 start up? • Requesting the coles notes version in excel be provided to membership, detailed summary available with Treasurer and can be requested • \$1826.74 is sitting in Classroom Allowance- from previous years; must be transferred back into general account <p>Motion: Adele</p> <ul style="list-style-type: none"> • All spending for budgeted holding accounts (ie classroom allowance) must be submitted and paid out by May 1, 2019 to allow for the committee to allocated any additional remaining funds for the following year <p>Seconded: Joanne Motion passed unanimously</p> <p>Motion: Tracy</p> <ul style="list-style-type: none"> • Return \$1826.74 from classroom allowance back to general account; Move \$6,047.23 from SCAC Meal Days to holding account ear marked specifically for outdoor classroom; <p>Second: Adele Motion passed unanimously</p>	All

	<p>Estimated Expenses:</p> <ul style="list-style-type: none"> • Harvest Meal- \$1500 • Grandparents Day- \$100 • Insurance- \$151 • Grade 8 Graduation- \$1500 • Christmas Crafts- \$500 • Year end bussing- \$1500 <p>\$5251 roughly so short about \$900 right now for total estimated expenses</p> <p>Motion: Julie Moving Harvest Meal \$1500 into Meal Day Account Christmas Crafts \$500, and Insurance \$151 into Holding Account Secunder- Susan Motion passed unanimously</p> <p>Popcorn made: \$1118.38 to be put towards Outdoor Classroom</p>	
5.0	<p>TDSB Dress code Implementation</p> <p>Jenn- Change from staff was well received in general</p> <p>Discussion re: language in policy</p> <p>Going to Board and to Staff for review. On meeting agenda for next meeting. Approved by committee as written. Will receive report back in January.</p>	Adele
6.0	<p>School Council Start Up Information Night</p> <ul style="list-style-type: none"> • Informative • Great to hear re: other schools, ideas, fundraising • Parent Engagement Ideas <ul style="list-style-type: none"> ○ Agendas have typically been used \$500 (\$300 for parent engagement) • GPIC Grant- Due on Dec 11; Max for each school is \$700 <ul style="list-style-type: none"> ○ Cannot be speakers to students, wages, etc ○ Tracy to research items for this grant • New fundraising ideas <ul style="list-style-type: none"> ○ Gift Card ○ Bag to School- clothing ○ Family Dance- Parent Involvement • Parent Portal coming out- children's grades, attendance will be accessible online; Phased in • Bright Space- a way for teachers to post assignments etc on the classroom; Being rolled out in Board 	Kelly and Cherie

7.0	<p>Harvest Meal Plans and Volunteers</p> <ul style="list-style-type: none"> ○ Kelly to send names of volunteers to Tracy ○ Who is getting cookies and drinks ○ Email reminders to bring utensils and plates ○ 19 meals donated; 12 staff meals; and 118 students paid 	All
8.0	<p>Thirty One Fundraiser Presentation</p> <ul style="list-style-type: none"> ● Donating 35% of total; Access to whole catalogue ● Delivered before Christmas ● Very little work <p>Adele taking lead on</p>	Kelly
9.0	<p>Adjournment- 8:12 pm Minutes and Call for Agenda items to go out prior to next meeting by Chair.</p>	All
<p>Next Meeting Dates: January 7, February 11, April 7, and June 2</p>		