

**Woodman-Cainsville School Council Minutes**  
**Monday, October 5, 2015**  
**6:30 p.m.**

Welcome – School Council Vice-Chair, Stephanie Ward welcomed everyone to the meeting. Members present: Janice Brinson, Treasurer; Jason (Jay) Brinson, Rose Smith, Tom Smith, Claude Smith, Cheryl Smith, Norris Ward, Principal Diannah Dean, Jan Scheidt – Teacher Rep;

Regrets: Stephanie Burnham

WCSC 2015 – 28 **MS** that the minutes from September 16, 2015 meeting be approved as presented. **CARRIED**

Bylaws Overview: Discussion on elections took place looking at a sample from James Hillier School's bylaws. It was suggested that once the elections take place, a committee be struck to look at bylaws pertaining to our own school. It was decided to change section 12(a), so that a parent needed to be attending school council for a year before deciding to be eligible to run for a position. Present treasurer, Janice Brinson would like to train someone else to do the treasurer's position for next year. Rose Smith is considering that possibility. Since only four families were represented at school council, it is a concern on how to promote more families in attending school council.

Elections: Principal Dean conducted the elections as the principal and teacher representatives are not eligible to vote. Ms. Dean prefaced the elections that she understood there had been bad feelings in the past, and it was her hope that as adults we could move on.

Nominations for Chair – Jay Brinson, Stephanie Ward, Cheryl Smith (declined)  
Voting took place. It was a tie for Chair. Jay Brinson offered to be Co-Chair as he is working on his Master's degree.

WCSC 2015 – 29 **MS** that Stephanie Ward be elected as Chair and Jay Brinson be elected as Co-Chair. **CARRIED**

Nominations for Treasurer: Janice Brinson was nominated by acclamation.  
Nominations for Secretary: Jan Scheidt was nominated by acclamation.

WCSC 2015 – 30 **MS** that the ballots be destroyed. **CARRIED**

Principal's Report:

There are a total of 312 students with more students registering. We have a new secretary named Sue Lefebvre as casual Connie Stewart obtained a contract. She will be going to the bank with Diannah Dean in order to have signing privileges. Presently, Ms. Doyon is expected to return at the end of November, but this may be extended depending on circumstances.

Ms. Dean had been contacted by Coles bookstore in Brantford. We are now registered at Indigo books to be a recipient of their Adopt A School program and any funds raised will go to Woodman-Cainsville School to buy books for the school.

Information was received from the Board regarding OSBIE insurance for School Council events.

WCSC 2015 – 31 **MS** that we purchase insurance for School Council events at a cost of \$140 plus HST. **CARRIED**

Snack program started today. Ms Dean thanked Stephanie Burnham for ordering and picking up the food, and Jan Scheidt for setting up the account.

Meet the Teacher night scheduled for next week has been cancelled due to strike action.

There is no School Improvement Plan or Hero assemblies (as these are part of the SIP).

Presently, there are two soccer teams. The intermediate soccer team is coached by Mr. Zelazny and the junior team is coached by Ms. Germann.

Ms. Dean shared with School Council that funds from the Grounds budget had been put towards a new gate for the Grey St. entrance and a new carpet for the Kindergarten room.

Ms. Dean then asked what School Council wanted from her in the way of information presented in her report. Members were happy with the information presented.

Teacher Report: There was nothing to add to the Principal's report.

Financial Report: The last report had not included grad or fun fair expenses. After these expenses were paid, our start up for the year is \$906.34. It was noted that the monies normally received from the Board were not received last year. It was decided to wait until Ms. Doyon returns to find out about these funds. The money is a lump sum given to all schools – our portion is shared with Echo Place – 2/3 Woodman-Cainsville and 1/3 Echo Place.

Movie licence: A motion was passed in May 2015 to once again purchase a movie licence for the 2015-2016 school year. The cost is approximately \$350 – 400 for an annual licence. Diannah Dean has the application form and will submit a purchase order to acquire the licence.

Milk program – This program has been postponed until the strike is over.

Goals: Before we conduct any fundraising, it was suggested that we find out from teachers what they need for their classrooms. It was suggested that air conditioners had been suggested by teachers whose classrooms are located in the back hallway. There are no fans in any of the rooms as the ceilings are too low.

Diannah will send out a memo to teachers suggesting to them that if they would like something for their classroom or funding assistance with something in particular, they should write a letter to School Council. School Council will consider all requests and vote accordingly on which projects to support.

Mr. Salter had talked with Janice Brinson and had mentioned that he would like School Council to decorate again for the grade 8 graduation.

Discussion about fundraising for a sign to be placed on Grey St. The difficulty with that suggestion was the placement of the sign on school property would interfere with the playing area. It was finally suggested to contact the Woodman Centre to see if information could be posted on their sign from time to time.

Friendship House: We are still partnering with Friendship House. However, Friendship House is bringing to the school egg salad sandwiches on a daily basis to be shared with students who require more food. In November, they are coming to the school to conduct cooking classes with the Grade 8 class using school facilities. It was discussed to once again make a donation to Friendship House as they are in need of funds. Many homeless people are taking advantage of their programs and it is putting a strain on their resources. There was the suggestion to support Friendship House by having students bring in canned goods to support our local community. It needs to be communicated to all staff, that rather than supporting the food bank, the school will be bringing in canned goods to support Friendship House.

Fundraisers: The following fundraisers were briefly discussed but due to time constraints will be more thoroughly discussed at the next meeting:

Bag2Bag fundraiser – time of year discussed – January again or wait until Spring?

Quilt raffle – it was suggested to hang the quilt in the empty display case – Christmas raffle?

Movie night – There will be a movie night in November – date and title to be determined via email and depending on when the licence is acquired. It was suggested by Cheryl Smith that admission to the movie be \$1 plus a canned good with all food being donated to Friendship House.

Next council meeting: Monday, November 9, 2015 with Co-Chair Jay Brinson conducting the meeting as Chair Stephanie Ward is unavailable.

Grade 8 students will be asked to see if they would like to supervise students in the gym at the next meeting.

Motion to adjourn at 7:55 p.m.

Respectfully submitted,

Jan Scheidt, Recording Secretary

**ACTION ITEMS:**

1. Diannah Dean will acquire a purchase order for the movie licence.
2. Diannah Dean will make arrangements for the OSBIE insurance with funds taken from the School Council account.
3. Diannah Dean will send a memo out to staff suggesting that teachers who need items for their classroom, write a letter to School Council with those needs. School Council will then vote on which needs to support. This will give School Council an idea of how much fundraising needs to occur.
4. Jan Scheidt will ask if any grade 8 students will be interested in supervising students in the gym for School Council meeting nights.
5. Stephanie Ward? will inquire about using the Woodman Centre sign for advertising our events from time to time.
6. Diannah Dean? Will share with parents about Coles bookstore fundraising for our school and the Adopt A School program.