



William Burgess Parent Council Meeting Minutes
June 19, 2018

Date:	June 19, 2018
Time:	6:30-8:30pm
Location:	William Burgess Library
Present:	Amy Jones, Mara Lewis, Lindsay Baker, Suzanne Williams, Shannon Crookston, Andrew Peck, Tristan Chudyk, Marci Morgans, Sarah Noble, Denise Georgiou Newell, Merrill Newell, Eryn Stoddart, Colleen Head, Ava Currie, Melissa DiCicco, Desiree Watkin, Julie Trakos, Helen Lo, Jen Scully, Jaclyn Pritchard, Winston Gregory, Lindsay Williams, Irene Buthos, Sophie Sudano, Liying Ho
Guest(s):	

Agenda Item		Discussion	Action
1.0	Call to Order and Introductions	Andrew called the meeting to order.	
2.0	Mission Statement and Treaty Acknowledgement	Andrew read both statements.	
3.0	Principal's Report	<p>Class organization, based on projected enrollment; all classes will be split grades, as per philosophy:</p> <ul style="list-style-type: none"> • four kindergarten classes, 28 each • four 1 / 2 classes, 20 each • four 2 / 3 classes, 20 each • one 3 / 4 class, 6 gr 3s and 17 gr 4s • two 4 / 5 classes, 33 each <p>Teacher breakdown, will also be distributed to all parents separately:</p> <ul style="list-style-type: none"> • Kindergarten: Smith, Found, Kane & Howse • 1 / 2: Moore, Mack, Henderson & Huston • 2 / 3: Vasilio, Service, Almeida & Kelly • 3 / 4: Bambers • 4 / 5: Foley & Roberts 	<ul style="list-style-type: none"> • Teacher's room assignments will be sent out in the final newsletter of this year • Each child's room assignment will be included in the end-of-year report card

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		Other teachers who will be leaving: Holmes, Cappadocia, Waters (until January), Seo New teachers arriving: Noor (librarian)	
4.0	Treasurer's Report	We had a very successful year. Our biggest event, the Carnival, brought in approximately \$9000 net. The Hot Lunch Committee is going into next year with \$1300 available for subsidized lunches. Reminder: the TDSB has an online portal for donations, where you can specify your donation is to Parent Council, and you will receive a tax receipt. The instructions and link to the portal can be found at the end of these minutes.	
5.1 & 5.2	Fundraising & Carnival Committee	Most activities were successful, although a lot of work coordinating. Carnival recommendations: <ol style="list-style-type: none"> 1. Have a target goal, ie \$20 000; organizing needs to begin earlier in the year to meet such a goal 2. Change the time of day to center around serving food, as the BBQ brings in the most money 3. Have a mandatory Carnival Committee separate from the Fundraising council executive position that manages various fundraising initiatives throughout the year. The Carnival Committee chair will be responsible for the Winter and Summer Carnival events only. Danceathon: this event is still to be completed (Menchie's party for the class that fundraised the most money). Reminder: FlipGive will continue to operate over the summer; it's a great platform for buying end-of-year teacher's gifts.	<ul style="list-style-type: none"> • Menchie's will be delivering the frozen yogurt to the class

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5.3	By-Law Committee	<p>The by-laws are still being worked on. The Committee has met in the interim, but there is more work to be done before they are ready for presentation.</p> <p>Vote: Proposed by Merrill & seconded by Denise: carry this work over to next year and finish asap in the new school year; vote passed.</p> <p>There are two addition documents for parents to receive; Roles & Responsibilities, and a brochure soliciting parent engagement on the council.</p> <p>There was a binder and a USB of documents given to the Council at the beginning of this year. All documents need to be organized and arranged in order to aid Council in functioning smoothly.</p>	<ul style="list-style-type: none"> • Completed by-laws will be presented to parents at the first meeting of the next year, Sept 18; They will be voted on at the second meeting, Oct 16. • Peter will send out both documents to the overall list, prior to the meeting in Sept • Ava and Andrew will organize “the binder” and other documents for next year’s incoming Council • “Welcome to Parent Council” potluck will take place in the library, just prior to the Sept 18 meeting • Voting membership will be confirmed, and Council Elections held on Sept 18
6.3	Hot Lunch Committee	<p>We started in a deficit, but now have a surplus to put towards subsidized lunches for next year. Popcorn fundraising for this cause was very successful and very popular with the students.</p>	



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		Recommendation that we continue with the same provider for next year.	
7.0	Communications Report	Unfortunately, the Communications Chair was not present to give an update.	
8.0	The Year in Review	Thank you to everyone for all their hard work. Parent Council continues to be an integral part of the school, and all the volunteer hours are greatly appreciated. Communication this year was difficult at times; improved communication is an ongoing goal.	
9.0	Next Meeting	September 18, 2018, Welcome to Parent Council, 6pm library Meeting & Elections, 6:30-8:30pm library	
10.0	Adjournment	Andrew made the motion to adjourn at 8:30pm.	