



**William Burgess Parent Council Meeting Minutes**  
**July 18, 2019**

<b>Date:</b>	July 18, 2019
<b>Time:</b>	6:30 pm to 8:00 pm
<b>Location:</b>	William Burgess Library
<b>Present:</b>	See Annex A for list of attendees
<b>Guest(s):</b>	

Agenda Item	Discussion	Action
<b>1.0 Call to Order/ Statements from Co-Chairs and Principal</b>	Update from Principal: <ul style="list-style-type: none"> <li>• Upcoming events: Kindy play day (Friday); Grad (next Tuesday); Farewell ceremony and report cards issued (next Wednesday)</li> <li>• News letter to be circulated announcing staff and room assignments for upcoming year.</li> <li>• Part-time French teacher has been hired, Ms. Rotman will teach music, Mr. Baker will teach gym, Sam and Laura will remain in office administration and Martha Truscott was introduced as Junior Resource Officer</li> <li>• Final meeting with teachers re: math looked at surveys. Findings noted junior grades demonstrating greater excitement/interest in math problems, girls in particular showed marked improvement from initial EQAO</li> <li>• Tea with Principal has generated good discussion in areas such as stress mgmt for kids, incl. signs and symptoms of stress. A half day assembly will be held for students to explain stress and remove stigmatization. Tea with Principal will be ongoing event - Colleen asked members to bring forward discussion topics for next year</li> <li>• Pride assemblies went well, incl. WB's first flag raising ceremony. Students were thoughtful, making connections on issues. A question posed by members was why JK/SK and Grade 1 students did not attend assembly after it was previously confirmed they would. It was noted that TDSB-approved presenters are assigned to grades based on age-appropriate content. Content discussed by presenters during assemblies was grade 2+</li> <li>• Facilities update: most windows will be replaced throughout school. There have been no kitchen renos as of yet as it is cost prohibitive (no further details available as Desiree was</li> </ul>	

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	<p>not in attendance)</p> <ul style="list-style-type: none"> <li>Principal was asked about staff morale in light of budget cuts and how PC can support staff. Colleen noted that there was no surplus staff identified at school; contract negotiations begin in September. PC funding for trips has been helpful, along with other forms of parent support. Colleen has also been purchasing books and other supplies to ensure that we have what we need.</li> </ul>	
<p><b>2.0 Committee Reports</b></p>	<p><u>Fundraising</u></p> <ul style="list-style-type: none"> <li>Lessons learned/new approaches:               <ul style="list-style-type: none"> <li>Approved budget in deficit</li> <li>\$15/student set aside for trips based on PC vote. Set aside not fully taken advantage of – going forward will be important to communicate trips through teachers. Suggestion previously put forward and raised again was use of parent reps to act as intermediary between teachers and parents to help improve communications</li> <li>Enbridge grant obtained. Shannon noted submission of annual application is likely to result in funding based on previous success</li> <li>Parent dance was a well received and will be repeated. Other opportunities for parent engagement could be explored</li> </ul> </li> </ul> <p><u>Treasurer</u></p> <ul style="list-style-type: none"> <li>Carnival (~\$9,600, incl. \$1,000 RBC grant)</li> <li>Teacher experience (\$516)</li> <li>Hot lunch (\$1,600 on hand with \$1,000 o/s invoice for balance of \$600 for next year)               <ul style="list-style-type: none"> <li>Total fundraising YTD: ~\$22,000</li> </ul> </li> <li>Garden initiative: will allocate \$1,000/year for upkeep to be taken from garden budget</li> <li>Financial statements will be shared at September meeting</li> </ul> <p><u>Communications</u></p> <ul style="list-style-type: none"> <li>Peter has spoken with different individuals about potentially taking on Comms role(s), which could be better served by having two individuals divide related responsibilities</li> </ul> <p><u>By-laws</u></p> <ul style="list-style-type: none"> <li>PC members expressed desire to finalize new by-laws prior to next term. Passage of by-</li> </ul>	

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	<p>laws would be subject to vote by all members; however this is final scheduled meeting of school year. As such, voting on newly proposed by-laws would have to potentially await a vote on new Council membership, the voting structure of which would be based on existing by-laws.</p> <ul style="list-style-type: none"> <li>• One potential approach that was raised is to have By-laws Committee meet over summer to finalize and pass the by-laws subject to ratification by members at outset of new year</li> </ul>	
3.0	<p><b>Grant Update</b></p> <ul style="list-style-type: none"> <li>• Jump Start Grant: have not yet heard back. Following submission of application, which has been completed, there are two additional steps incl. collecting postal codes for all participating students</li> </ul>	
4.0	<p><b>Other Business</b></p> <ul style="list-style-type: none"> <li>• New business ideas:             <ul style="list-style-type: none"> <li>○ Winter Carnival</li> <li>○ Heritage and Cultural Committee</li> <li>○ Overnight camping grad trip (3-night trip is happening at certain schools, with PCs raising funds to support). Colleen will discuss potential engagement of teachers have a Finance Committee that can bring forward ideas</li> </ul> </li> <li>• Jen Scully confirmed she remains willing to provide free workshops for parents/staff on emotion regulation, validation, and techniques for supporting kids’ mental health outcomes</li> <li>• There are also PC members who may be able to offer financial literacy training, which can be used towards their CPA requirements</li> <li>• Members posed a number of questions about safety on school field trips:             <ul style="list-style-type: none"> <li>○ Are staff First Aid certified? Not all staff</li> <li>○ Can a parent guide be created for parent volunteers? Under consideration</li> <li>○ Are volunteers required to have police checks? Vulnerable sector check is required for certain volunteers depending on role</li> </ul> </li> </ul> <p><b>MOTION:</b> renew flip give (Motion seconded and carried)</p> <ul style="list-style-type: none"> <li>• Paul would like to put team in first LEGO competition. Treasurer confirmed \$800 was set-aside in budget for LEGO kits, so this request was carried</li> </ul>	<p>Julie to look into TDSB police check requirements for volunteers and provide further detail to Co-Chairs and Colleen</p>
5.0	<p><b>Next Meeting</b></p> <p>To reconvene as PC in September 2019 (date TBD)</p>	



**WILLIAM BURGESS**  
**PARENT COUNCIL**  
**БЪВЕНЪ СЪВЕТЪ**  
**WILLIAM BURGESS**

**ANNEX A – MEETING ATTENDANCE**

#	NAME	VOTING MEMBER (Y/N)
1	Amy Jones	Y
2	Crystal Kraft	Y
3	Bruce McEachern	N
4	Denise Georgiou-Newell	Y
5	Helen Poole	N
6	Hilary Foley	N
7	Jaclyn Pritchard	Y
8	Jen Scully	N
9	Joanne Wilson	Y
10	Joy Henderson	Y
11	Julie Trakos	Y
12	Lindsay Baker	Y
13	Lindsey Williams	Y
14	Mara Lewis	Y
15	Marci Morgans	Y
16	Matthew Wilson	Y
17	Peter Brugnatti	Y
18	Sarah Godfrey	Y
19	Sarah Noble	Y
20	Shannon Crookston	Y