



**Minutes**  
 CHAPMAN MILLS SCHOOL COUNCIL MEETING  
**Wednesday, May 23rd – 7 p.m. in the school staff room.**

Present: Colleen Powe, Howard Martin, Shawn Hocking, Katrina Parker-Smith, Jennifer Earle, Bahaa Sunallah, Marva Major, Jasmine Bhatena, Patricia Smith, Amy Ruff, Kelly-Ann Waung, Neil Drimer, Catherine Ghioureliotis, Cam Krisciunas, Stephanie Poulton, Luc Poirier Kendra Bonnell

Regrets: , Vijay Muthucumarasamy, Bimal Vyas, Nita Tandon

Item	Agenda topic	Presenter
1.	<b>Welcome and Introductions</b>	Jenn
2.	<b>Update from the Principal’s Office</b> <ul style="list-style-type: none"> <li>● Thanks to council and teacher rep Ms. Powe</li> <li>● June 13<sup>th</sup> – junior kindergarden info night (for new students only) – 6 to 7</li> <li>● June 26<sup>th</sup> – school leaving ceremony for graduating students</li> <li>● Fundraising update: “in the red”; last few purchases have been made</li> <li>● Planning for next year’s council, including dates for meetings and initial purchases               <ul style="list-style-type: none"> <li>○ Council nights for next year – 3<sup>rd</sup> Wednesday of each mth (7-9pm)</li> </ul> </li> <li>● Tentative Fundraising plan circulated for review – tentative school year calendar of events will be circulated to community for information before end of school year (and also to share how proceeds from fundraiser events this year were spent)               <ul style="list-style-type: none"> <li>○ Movie nights – oct 26, feb 1, apr 5</li> <li>○ Indigo night – nov 6</li> <li>○ Book fair – nov 16-23</li> <li>○ Change for change – march</li> <li>○ Bake sale with musical</li> <li>○ Freezie sale – june</li> <li>○ Birthday book club – throughout year</li> </ul> </li> <li>● Use of school nights – movie nights (Fri); for other events, e.g PRO grant –wed or thurs               <ul style="list-style-type: none"> <li>○ <b>ACTION ITEM: consider council representation for Kindergarden ifno night → possibly Kelly-Ann will attend</b></li> </ul> </li> <li>● School Agenda contest – top 16 from 150 entrants (all 16 will get school swag)               <ul style="list-style-type: none"> <li>○ Students voted – junior and primary categories</li> <li>○ <b>Action item: Jasmine to post winners on social media</b></li> </ul> </li> </ul>	Marva, Shawn
3.	<b>Update from the Teacher Rep</b>	Colleen

	<ul style="list-style-type: none"> <li>● Musical was a big success - thank you for your support!</li> <li>● Track and field - Board Meet at South Carleton is June 5</li> <li>● Grade 6s are participating in 'Who is Nobody' which is a character education program aimed at teaching kids the importance of accepting people's uniqueness</li> <li>● Junior Students participating in Virtual Ventures Workshops through Carleton University:</li> <li>● Rock Out (Grade 4s)</li> <li>● Clean Water (Grade 5)</li> <li>● Space Crafts and Rockets (Grade 6)</li> <li>● Grade 5s are going to Parliament Hill on Friday</li> <li>● All students will have the opportunity to participate in the Student Vote through Elections Canada where students will have a chance to participate in a mock election. The results will be compared to the actual results and students will have an opportunity to learn about the basics of our government structure.</li> <li>● Grade 6 Sports Day at Carleton University is on June 7</li> <li>● Grade 6 Leaving ceremony is on June 26th</li> </ul>	
4.	<p><b>Finances</b></p> <ul style="list-style-type: none"> <li>● Draft financial statement circulated, with Council account balance as of May 15, 2018: \$19,349.78 <ul style="list-style-type: none"> <li>○ <b>ACTION: Cam to update Birthday bookclub balance and Neil to check when this will be transferred to library fund with Tracy</b></li> <li>○ <b>ACTION: Howard to get final inventory of Comet clothing revenue to Cam</b></li> <li>○ <b>ACTION: Kelly-Ann and Catherine to provide updated lunch numbers</b></li> </ul> </li> <li>● Motion; Bahaa moves to spend up to \$500 towards family dinner expenses; Luc seconds it; all in favour</li> <li>● Motion: Bahaa moves to forward immediately \$975 towards school administration; Stephanie seconds; all in favour</li> <li>● Motion: Bahaa moves to allocate \$1500 to carryover to 18-19 school council; Neil seconds; all in favour</li> </ul>	Cam
5.	<p><b>Lunch Program Update</b></p> <ul style="list-style-type: none"> <li>● Direction to continue with hot lunches program as platform to purchase lunches</li> <li>● Consideration for possible issues related to using Paypal</li> <li>● <b>ACTION: Kelly-Ann and Catherine to explore hot lunches/paypal questions and f/u with Cam</b></li> <li>● Succession planning underway <ul style="list-style-type: none"> <li>○ Have found subway volunteer</li> <li>○ Also considering outside company to coordinate lunches but would not be much of a fundraiser</li> <li>○ Patricia willing to takeover for pizza</li> <li>○ Popcorn would be unsustainable without new volunteers</li> </ul> </li> <li>● Estimated profit for full school year \$27,000 for lunch program, roughly <ul style="list-style-type: none"> <li>○ 68% pizza</li> <li>○ 16% subway</li> </ul> </li> </ul>	Kelly-Ann, Catherine

	<ul style="list-style-type: none"> <li>○ 10% popcorn</li> <li>● 18-19: lunch program will be continued next year, but how it will be run will be determined with next year's council</li> <li>● <b>Action: Communicate to parents via annual report and other council channels, number of hrs, volunteers , \$ raised, etc</b></li> </ul>	
6.	<p><b>Fundraising &amp; Events</b></p> <ul style="list-style-type: none"> <li>● Thanks to all for volunteering</li> </ul>	Howard
7.	<p><b>Communications Update</b></p> <ul style="list-style-type: none"> <li>● Website training → transition council website to a webpage on school website</li> <li>● Family potluck poster created</li> </ul>	Jasmine
8.	<p><b>OCASC Update</b></p> <ul style="list-style-type: none"> <li>● Focus on mental health into academics</li> </ul>	Katrina
9.	<p><b>Other Business</b></p> <ul style="list-style-type: none"> <li>● Back of school gardening clean-up <ul style="list-style-type: none"> <li>○ Roughly 30 people volunteered;</li> <li>○ 40 bags of waste collected</li> <li>○ 3 hrs of work</li> <li>○ Already growing back</li> <li>○ Possible council sub-committee for next year</li> </ul> </li> <li>● Teacher appreciation event <ul style="list-style-type: none"> <li>○ All ready for 60 staff for June 8<sup>th</sup></li> </ul> </li> <li>● Servery <ul style="list-style-type: none"> <li>○ Lot of stuff in servery → would be great to have an end-of-year clean up</li> </ul> </li> <li>● PRO Grant <ul style="list-style-type: none"> <li>○ A few tweaks; have a parent volunteer to run it</li> </ul> </li> <li>● Family dinner (giant potluck) in place of Spring Fair <ul style="list-style-type: none"> <li>○ Date: June 21 (National Indigenous Peoples Day)</li> <li>○ Suggested to start advertising; can colour print from school office</li> <li>○ Next planning meeting: June 13 – 7pm</li> </ul> </li> <li>● Close of year requirements <ul style="list-style-type: none"> <li>○ AGM agenda – Sept 19 -Nita to chair</li> <li>○ First council meeting - Sept 26</li> <li>○ Posting of minutes - Jasmine</li> <li>○ Annual report</li> </ul> </li> <li>● Motion: Bahaa moves for Jasmine to circulate expression of gratitude to all school staff and school team for everything they do ; Jasmine seconds; all in favour</li> <li>● No council meeting for June</li> <li>● Meeting adjourned at 840pm</li> </ul>	<p>Katrina</p> <p>Amy</p> <p>Kelly-Ann</p> <p>Stephanie</p> <p>Jenn</p> <p>Jenn</p>

**Next meeting: Sept 19, 2018 AGM**