

BROOKLIN VILLAGE PUBLIC SCHOOL

SCHOOL COMMUNITY COUNCIL

MEETING MINUTES October 4, 2022



2021-2022 Chair: Lisa Simms

2021-2022 Secretary: Melissa Mazur

2021-2022 Treasurer: Melissa Lunn

Attendees

Grayson Hefford	<i>Principal</i>
Ryan Harney	<i>Vice-Principal</i>
Lisa Simms	<i>Former Chair</i>
Melissa Lunn	<i>Former Treasurer</i>
Erin Mallory	<i>Teacher Representative</i>
Andrea Yoshida	<i>Parent</i>
Shannon Dunbar	<i>Parent</i>
Ashley Hamilton	<i>Parent</i>
Sean Follwell	<i>Parent</i>
LeeAnn McAllister	<i>Parent</i>
Judith Nichols	<i>Parent</i>
Lisa DelBono	<i>Parent</i>
Lindsay Knocker	<i>Parent</i>
Susan Mayhue	<i>Community Representative</i>
Julie Rose	<i>Parent</i>
Erin McDonell	<i>Parent</i>
Priti Patel	<i>Parent</i>
Anand Heerasingh	<i>Parent</i>
Maeghan Sutherland	<i>Parent</i>
Ryan Carey	<i>Parent</i>
Alicia Swan	<i>Parent</i>
Jen Brubacher	<i>Parent</i>
Eric Marle	<i>Parent</i>
Leah Homma	<i>Parent</i>
Kayla Tillaart	<i>Parent</i>

Apologies

Vicki Cammick	Parent
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AGENDA ITEMS

WELCOME

7:00 pm - Welcome

- Welcome by Lisa Simms, attendance, introduction of 2021-2022 Council Executive
- Land Acknowledgment by Mr. Hefford
- Reviewed roles of voting vs non-voting SCC members - voting members must attend 4 out of 6 meetings

SCC EXECUTIVE & CONSTITUTION

Grayson Hefford / Ryan Harney

List of Norms for SCC Meetings

- Discussion items from SCC members need to be brought to the chair at least a week before each meeting to be incorporated into the agenda, any preparatory work may be completed before the next meeting
- Discussion points should be “whole school issues” not grade specific

Dissolution of Executive for 2021-2022

Introduction of SCC Executive for 2022-2023

- Chairperson - Melissa Lunn
- Secretary - Lisa Simms
- Treasurer - Eric Marle

Review of BVPS SCC Constitution

- Call for suggestions regarding the Constitution to be brought to Chair or Administration. The SCC Constitution is always up for discussion
- The chairperson must have been a voting member for a minimum of one full term prior to taking the position
- Each elected or acclaimed member of the Council sits for a term of one year, September to September, once the new Executive is elected
- A quorum is required to pass motions made at SCC meetings. Quorum is defined as 50% of the voting membership of the SCC present during the SCC elections at the beginning of the year
- Fundraising must be earmarked for specific initiatives and only a small amount of funds are allowed to be carried over from year to year
- Entire BVPS SCC Constitution will be posted on the SCC page of the BVPS website

Action items * Erin Mallory to post SCC Constitution on BVPS website

Previous SCC Initiatives

- Past initiatives have included gym door wraps, playground paint, technology, gym mats, tree planting

ADMIN REPORT

Grayson Hefford / Ryan Harney

Staffing Updates

- Enrolment numbers have fluctuated this year making class creations challenging
- Welcome to new staff: Vasi Milionis, Saesan Amirthalingam, Mike Stewart, Nicole Slessor, Stephanie Clubine, Haley Garcia, Fagun Kaushik

Areas of Focus

- Indigenous education
- Anti-black racism
- Bullying prevention

Community Survey

- 58 responses
- Questions to further consider are how to make BVPS a more welcoming and inclusive space, how to meaningfully recognize more traditions and celebrations at school, and how to make everyone's experience at BVPS a more positive one

Other Updates

- Excursions and trips - extracurricular activities are back up and running however, bussing is still a challenge
- Terry Fox Run was a huge success, BVPS raised over \$9000
- School spiritwear and Grad clothing are still available until mid-October*
- Lunchtime supervisors still needed

Action items * Lisa Simms to research other options besides black clothing

FUNDRAISING

Grayson Hefford/Lisa Simms

Ideas for Fundraising

- Fresh From the Farm - farm food delivered to school
- Pizza is still our biggest fundraiser
- Cobs Bread
- Candy grams, popcorn
- East Side Mario's and Healthy Hunger (lunch program that includes restaurants such as Booster Juice, Pita Pit, Tim Hortons). We will raise prices slightly to generate some revenue however it will not be our main source of revenue - working with Mrs. Wadham on these initiatives

Action items * Lisa Simms is looking into East Side Mario's to find out about portion sizes and payment / ordering options - Julie Rose to support Lisa with these lunch program efforts

Where to Spend the Funds

- Trees in backyard
- Murals in bathroom, school walls, and library windows - will help create a more positive environment in our school - suggestion to have positive messages on doors, mirrors in bathrooms to be done in permanent vinyl - there needs to be a committee to get the initiative going - perhaps incorporate this into the anti-bullying group at the school to get more input and buy in from the students

- Technology
- Staff wish lists

Action items * Mr. Hefford to compile a list of wish lists from the teachers to be presented at the next meeting for voting

COMMITTEES

Lisa Simms

Committees for 2022-2023

- Fundraising
- Lost & Found
- Parent Engagement
- Grade 8 Graduation
- Positive Bathroom Initiative

Action items * Committees need to choose chairs, meet and update us at the next meeting

APPROVAL OF MINUTES

Lisa Simms

Approval of the minutes from last SCC meeting in June - approved by Julie Rose, seconded by Shannon Dunbar

Action items * Melissa to attach last SCC meeting minutes to welcome correspondence email to members

TREASURER'S REPORT

Melissa Lunn

- 2021-2022 Year-End Report attached - \$15,001.44 available at the end of June - \$3,347.00 was allocated for tree planting but was not used in 2021-2022
- After October/November 2022 pizza sales, payments for trees and pizza invoices, available funds are \$12,365.33

Action items * Melissa to find out if we were reimbursed for Chef d'Ecole and recalculate the expenditures column

CLOSING

All Members

- Introductions - ended the meeting with round table introductions and refreshments
- **Upcoming meetings:** Nov. 22, 2022, Jan. 10, 2023, Feb. 28, 2023, Apr. 18, 2023, Jun. 6, 2023

*Voting members must email regrets if not attending

BROOKLIN VILLAGE PUBLIC SCHOOL

SCC Year-End Report

Jun. 29, 2022



RECAP	
Carry over from 2020-2021	(A) \$1,809.89

REVENUE	
Cobs Bread Fundraiser	\$5,208.79
Pizza Sales - Dec. 15, 2021	\$1,832.64
Pizza Sales - Mar. 2 - Apr. 6	\$10,054.55
Pizza Sales - Apr. 13 - May 11	\$8,385.72
Pizza Sales - Apr. 13 - May 11	\$2,503.58
Pizza Sales - May 18 - Jun. 22	\$12,765.04
Mabels Labels	\$54.85
TOTAL	(B) \$40,805.17

EXPENDITURES	
Payment to Cobs Bread	\$1,842.44
Insulated Bags for Pizza Lunch	\$946.50
Payments to Pizza Pizza for Dec. 15, 2021	\$1,317.30
Payments to Pizza Pizza for Mar. 2 - Apr. 6	\$7,041.30
Payments to Pizza Pizza for Apr. 13 - May 11	\$7,538.50
Payments to Pizza Pizza for May 18 - Jun. 22	\$8,927.58
TOTAL	(C) \$27,613.62

BALANCE	
AVAILABLE FUNDS as of Jun. 29, 2022	(D) \$15,001.44 (A+B-C=D)

NOTE: Allocated for Tree Planting = \$3347.00 (was not used in 2021-2022)

BROOKLIN VILLAGE PUBLIC SCHOOL

SCC Year-to-Date

Oct. 3, 2022



RECAP	
Carry over from 2020-2021	(A) \$15,001.44

REVENUE	
Pizza Sales - Oct. 5 - Nov. 9, 2022	\$15,056.86
TOTAL	(B) \$15,056.86

EXPENDITURES	
Trees in the School Yard	\$3,366.35
Wellness Seminar - Chef D'École	\$676.80
Payment to Pizza Pizza for Oct. 5	\$1,949.82
*Projected Pizza Pizza invoices for Oct 5-Nov 9/2022 (6 wks) based on \$1950/wk	\$11,700.00
TOTAL	(C) \$17,692.97

BALANCE	
AVAILABLE FUNDS as of Oct. 3, 2022	(D) \$12,365.33 (A+B-C=D)

*Estimated based on average weekly order