



Cherishing and Challenging Every Child

Glen Allan School Council Meeting Minutes

School Library

Tuesday, September 20, 2016

7 p.m.

In Attendance

Karen Tomnuk, **Chairperson**

Cecile Palm, **Fund Development Committee
Chair**

Melissa Bray, **Budget Vice-Chair**

Jen Dyer, **Programs Vice Chair**

Tamara Chomay, **Treasurer**

Irene Hamm, **Secretary**

Tracey Arbuthnott, **Principal**

Judy Anderson, **Vice Principal**

Karen Kotlarchuk, **Grade 1 Teacher**

Karen Zazzara, **Parent**

Liza Munro, **Parent**

Candy Mudry, **Parent**

Jessica Winship, **Parent**

Kelly Daniels, **Parent**

Nicole Moorji, **Parent**

Rayline Ziegler, **Parent**

Jenn Campbell, **Parent**

Regrets: Lynn Patterson, **Board Trustee**

Welcome

Karen Tomnuk welcomed everyone and called the meeting to order at 7:00 pm. Roundtable introductions followed.

- Yearbook added to General Programs

Approval of May 17, 2016 Minutes

Karen asked if there were any changes to the minutes from the May 17, 2016 meeting.

- No changes were made

Motion: To accept the May 17, 2016 minutes as is.

Moved: Cecile Palm

Seconded: Candy Mudry

Motion Carried

Principals Report: Presented by Tracey Arbuthnott, Principal, Glen Allan Elementary

Tracey Arbuthnott reported that the start of the 2016/2017 school year has been very smooth.

Glen Allan Elementary School currently has 443 students. See grade/class breakdown below.

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Grade	Numbers	Grade Total
PALS 1 am	6	12
PALS 2 pm	6	
K-1 am	19	61
K-2 pm	22	
K-3 am	20	
1-1	19	56
1-2	18	
1-3	19	
2-1	23	67
2-2	22	
2-3	22	
3-1	24	73
3-2	24	
3-3	25	
4-1	20	58
4-2	19	
4-3	19	
5-1	20	61
5-2	21	
5-3	20	
6-1	22	67
6-2	23	
6-3	22	
Total	443 = K-6	

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Administration Funding Request

	Paid in 2015-16	Proposed for 2016-17
Normal Annual		
Classroom Discretionary (\$10/student) 443 Students	\$4,560.00	\$4,430.00
Field Trips (\$200/classroom) 22 classrooms including music	\$4,200.00	\$4,400.00
Admin discretionary fund	\$1,000.00	\$1,000.00
Grade Six Leadership Training	\$1,260.00	\$1,260.00
Club and Miscellaneous Requests	\$250.00	\$250.00
Track Events	\$250.00	\$250.00
Glen Allan Cultural Programs	\$1,000.00	\$1,000.00
Math and Science Day (Science Olympics)	\$600.00	\$600.00
Normal annual total disbursements	\$13,080.00	\$13,190.00
One Time Annual 2016-17		
Library Non Fiction books		\$500.00
Fit Kids Total	\$7,470.00	\$7,470.00
Bootcamp + Yoga	\$2,146.00	\$2,146.00
Drumming	\$3,524.00	\$3,524.00
Zumba	\$1,800.00	\$1,800.00
One time Annual total disbursements	\$7,470.00	\$7,970.00
Total Annual Disbursements	\$20,550.00	\$21,160.00

Motion: To add Music class to the Field Trip Annual Disbursement. One time \$200 disbursement/year.

Moved: Melissa Bray
 Seconded: Rayline Ziegler
Motion Carried

Motion: To add the three Kindergarten classes to the Field Trip Annual Disbursement. One time \$200 disbursement per class per year.

Moved: Candy Mudry
 Seconded: Tamara Chomay
Motion Carried

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Motion: To approve the payment of the One Time Annual Disbursements once the Normal Annual Disbursement amount has been raised for the 2017/2018 school year

Moved: Liza Munro

Seconded: Jessica Winship

Motion Carried

School education plan: Presented by Tracey Arbuthnott, Principal, Glen Allan Elementary

Tracey asked the attendees to split in three groups. Each group was instructed to review and discuss the three pillars of the school education plan and provide feedback and suggestions for improvement.

Teacher report: Presented by Karen Kotlarchuk, Grade 1 Teacher, Glen Allan Elementary

- Grade 6 leadership camp September 22-23, 2016
- Terry Fox Run September 29, 2016
- Buddies have been introduced. Grade 4 with Grade 1; Grade 5 with Grade 2; Grade 6 with Grade 3

School Council Items

• General Programs Update: Presented by Jen Dyer

a. Family Dance

- Tara Spence will coordinate
- We do not have a free DJ this year so we may need to increase the budget

b. Year Book

- Coordinated by Gina Hartman and Candy Mudry
- 10 free yearbooks are provided by Jostens
- Gina and Candy will take pictures at events throughout the year. They would also like to encourage parents to take pictures using a camera (not a cellphone as these pictures do not upload to Jostens website)
- Class photos will be done in April 2017

c. Spirit Wear

- Cecile to obtain details FR Haythorne **ACTION**
- Irene will help coordinate

d. Programs Budget

- Jen to provide an updated budget at the next meeting **ACTION**

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• **Funds Development Report: Presented by Cecile Palm**

Event	Date(s)	Coordinator	Budget
Book Fair	October 26-27, 2016	Candy Mudry	\$100 – prizes
	February 22-23, 2017		
Gift Cards	November 2016	Chandel Plester	\$50 – Misc
Art Cards	Oct-Dec 2016	Cecile Palm	\$700 – Toner, bags
Shop-til-you-drop	November 26, 2016	Ashley Stroh	\$600 – Concession, ads, misc
Family Dance	March 17, 2017	Tara Spence	?
Silent Auction/Raffle	March 17, 2017	?	\$50 – Misc
Math-a-thon	Spring 2017	Natisha Stashko	\$200 – Prizes
Casino	Oct/Nov/Dec 2018	?	?

Fund Projections

Event	2015/2016 Actual	2016/2017 Projected
Book Fair – Fall	\$1,732.86	\$1,500.00 (+\$1000 in books)
Book Fair – Spring	\$1,782.62	\$1,500.00 (+\$1000 in books)
Gift Cards	\$3,125.10	\$2,000.00
Art Cards	\$4,592.01	\$4,000.00
Family Dance	\$2,331.90	\$2,000.00
Raffle/Silent Auction/50/50	\$3,898.40	\$3,000.00
Math-a-thon	\$14,799.00	\$8,000
Casino		
Total	\$23,600.00 + \$2000 in library books	\$33,901.62

• **Budget Report: Presented by Melissa Bray**

- a. Melissa to submit final financial budget report for 2015/2016 year at October meeting

Motion: To pay for the top four (Classroom Discretionary, Field Trips, Admin Discretionary and Grade 6 Leadership Training) normal annual disbursements today.

Moved: Melissa Bray

Seconded: Karen Zazzara

Motion Carried

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Adjournment

Meeting adjourned at 8:40 PM.

Next meeting will be held on October 18, 2016 at 7 p.m. in the Glen Allan Elementary School Library.

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