**Castlefrank Parent Council Meeting**

**Tuesday, February 23, 2016 meeting minutes**

**In attendance:**

*Parents:* Sheila Ball, Robyn Bascombe, Chris Brown, Christine Kirkland-Klerks, Deirdre Mander, Carol Mothersill, Ralph Quapp, Andrew Seymour, Megan Venner

*Staff:* Ron Henry, Miriam Walker

*Regrets:* Kim D'Angelo, Jen Kemp, Teri MacDonald, Stephanie Nasmith,

1. Welcome - Chair
   1. Minutes from last meeting approved
   2. Meeting agenda approved
2. Chairs’ Report – Carol
   1. Calendar of Events
   * A number of events on the calendar for the remainder of the school year. All events to be posted on the blog.
   * Drumfit is confirmed for 2 days with or without pairing with another school
   * Wellness night April 14 (4:30-6:45) with healthy dinner/dessert, Drumfit, yoga and mindfulness, sleep expert, and storytime for kids with Mr. Henry
     + Call to go out for help with wellness night
3. Principal’s Report – Ron Henry
4. Swipe card system to be installed on all doors (except front doors)
   * All teachers to have access
   * EDP parents to have a code pass for EDP hours
   * To be installed in the next couple of months
5. Jerseys are not tendered and therefore we can look into cheapest options
   * Suggestion to connect with Katimavik for their purchase.
6. Front foyer lighting to be revamped - energy costs to go down by half (LED)
   * Will be in place for Fall
7. Play to be held in March - led by Phil, chief custodian
8. On track with school learning plan
   * Class writings to be posted for parents to view
9. School numbers projected to be 302 (down slightly)
   * Staffing to be given to Ron on April 5 and then will plan accordingly for next year
   * Two retirements at the end of the year
10. Teacher’s Report – Miriam Walker

* Winter Fun Day for March 3 for Kinders (March 4 inclement weather day)
* Cinderella Play March 7
* Kinders to dress alike (as a class) on twin day Friday

1. OCASC Report – Carol on behalf of Stephanie
2. Can no longer run a deficit
   * $850M budget ($750M from province)
3. There is a guide on how councils operate their budget
   * Planning on auditing school councils beginning this spring
   * CES in good shape
4. Looking into online payment system for paying for school events
5. Parents' reaching-out grant application now open

**ACTION ITEM:** bring ideas for grant forward to next meeting

1. Treasurer’s Report – Carol on behalf of Jen
2. Currently running a deficit but will be eliminate after upcoming events
3. On track with budget this year
4. Communications Corner – Deirdre Mander/Robyn Bascombe
5. **ACTION ITEM:** Volunteers link needs to be bumped up on the blog
6. **ACTION ITEM:** Need to request volunteers for pizza day and apples
7. Other Business/Discussion
8. First festival committee met to begin planning for June CES/KES festival
   * Will be recruiting new members after Easter
9. To run a new fundraiser with Dominoes Pizza
10. KES linkages:
    * Transition activities with Katimavik currently being planned
    * Looking for a new chair for Katimavik school council
    * Book fair during Education Week
    * To extend invitation to Grade 3 parents to attend technology night at Katimavik
    * Katimavik doing outdoor classroom planning where teachers can take their classes - may look for Castlefrank parent volunteers
11. Buddy bench ready to be purchased, hope to have for the Spring
12. **ACTION ITEM:** Looking for someone to take on Spring movie night
13. Adjournment