



Council

**Emily Carr School Council Meeting Minutes
June 13, 2018 @ 18:30**

Present: Derek Black, Rob Cosh Keri Coulson, Rob Hawgood, Lara MacDonald, Heather Mawhinney,

Regrets: Karen Green, Lesley Ireton, Uzo Onochi-Roy

1. Welcome/Call to order (Rob Cosh) at 7:20pm.

2. Approval of Agenda:

Motion to approve the agenda by Lara MacDonald, seconded by Derek Black. Motion carried.

3. Approval of the April 17, 2018 and May 15, 2018 ECMS Council Minutes (Lara MacDonald):

Motion to approve the minutes by Heather Mawhinney, seconded by Rob Cosh. Motion carried.

4. Chair's Report (Rob Cosh):

- Thanks extended to 2017-18 council members and in particular, a big thank you to Heather Mawhinney for her help with the pizza program over the past 3 years.
- Rob hopes to see council members back again next year.

5. Treasurer's Report (Derek Black):

- See Treasurer's Report for the updates and impacts on the budget.
- One outstanding cheque needs to be cashed.
- Uncommitted funds are approx. \$13,000. However, uncommitted funds will decrease once the grade 8 leaving ceremony costs are accounted for later in the month. We have unused funds for special ed., student leadership, miscellaneous, arts and gym.
- The final net income will be about double (approx. \$10,000) of what we projected because of unspent funds.

Motion to approve the treasurer's report by Rob Cosh, seconded by Heather Mawhinney. Motion carried.

6. Principal's Report (Keri Coulson):

- See Principal Report.

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7. Fund Raising (Pizza) Report (Heather Mawhinney):

- refund letters to be distributed soon
- 2 pizza days left
- pizza will be provided for the grade 5 orientation day in June

8. Ottawa Carleton Assembly of School Councils (OCASC) Report (Rob Hawgood):

- Rob Hawgood did not attend the May 17 meeting and AGM. Minutes of the meeting will be available at: <http://ocasc.ca/category/minutes/>
- Derek Black noted that there has been no follow up meeting(s) regarding a focus group of treasurers re. management of council funds.

9. Unfinished Business:

- Pita Pit sales – 25 families ordered Pita Pit during the trial period. Keri Coulson reported that delivery went smoothly. Rob C suggested that we may have better uptake in the fall when families are ordering all their food programs. Rob will re-confirm the details with Dawn all promotional material. Heather M suggested that payment options need to be clarified.
- PRO grant status – no report yet from Lesley Ireton. Ms. Coulson noted that Eva Olson, a holocaust survivor, is booked at the school for October. The “Humanity Bus” program would be ideal too, in which classes go in, one by one, for topical issues – bullying, justice, equity.

10. New Business:

- Chocolate Fundraising program - Keri Coulson met recently with Nora Kennedy (parent volunteer) who has run past chocolate campaigns for the school council and is willing to organize the campaign next year. Lesley I and Nora K have also been in contact. All council members expressed willingness to help with the campaign. Rob will follow up with Nora. Will plan to sell the \$3 bars.
- 2018-19 Parent Council slate – Generally, council members plan to return and will re-offer.
- AGM and first EC Parent Council meeting – September 18.
- Follow up meeting dates: October 16, November 20, December 18, January 15, February 19, April 16, May 21, June 18.

11. Approval of Monies:

- Keri Coulson noted that the school spent \$1070 on a photo booth and DJ for the grade 8 leaving event. She requested up to \$400 from council for decorations, cakes & paper plates for the leaving ceremony.

Motion to spend up to \$400 for grade 8 leaving ceremony/reception supplies by Derek Black, seconded by Rob Hawgood.

- 12. Meeting adjournment at 8:40 pm:

Motion to adjourn by Lara MacDonald, seconded by Heather Mawhinney. Motion carried.

Next Meeting: September 18, 2018 at 6:30pm at ECMS

Principal's Report

June 2018

What an amazing school year we have had! The learning opportunities that our students experience are incredible. Our recent We Day is a perfect example of this. The day started with Kate Weatherston sharing her Olympic experiences and strategies for setting short and long term goals. From there, all students participated in different workshops with a variety of guest speakers including our Public Health Nurse, representatives from the Humane Society, the public library and Dion from Ottawa Inuit Children's Centre and many others. The day wrapped up with a music performance with an artist that demonstrated different musical instruments from around the world. Although we received a Ministry of Education grant to support this important day, it could not have happened without Council's financial support – thank you!

We are welcoming our in-coming grade 6 students on Friday. There are lots of different activities planned to welcome our newest students while reducing any jitters they may be feeling. Our amazing grade 8s will be leading school tours, the grade 5s will be involved in "Leave Your Mark" and "Right to Play" activities and will enjoy pizza for lunch. Thank you for your financial support of this important event.

Speaking of "leaving your mark", our sports teams continue to excel and represent ECMS in a very positive manner. We have 30 students heading to district finals in Track & Field tomorrow and both soccer teams will be competing at the district event on June 19th. Considering that all practices and training for these teams is done before and after school and recesses, this is quite an accomplishment.

Our School Leaving Ceremony is set for Wednesday June 27 starting at 10:00 pm and will be lovely event to celebrate and remember. The day begins with a procession into the gym followed by a short ceremony, reception and dance. Thank you for your financial support of this important day.

While the grade 8 students are marking the end of their time at ECMS, our grade 6s and 7s will be celebrating the end of the year bowling. Linda Welch has volunteered her time to organize this trip for which we are extremely grateful.

I would like to take this opportunity to thank you for all your hard work throughout the year. Your never-ending support of student and staff initiatives is so greatly appreciated. I also value your insight and understanding of the ECMS school community and Blackburn Hamlet. This has helped me navigate my way this year and I will be forever grateful. A special thank you to Heather Mawhinney for all her time and hard work organizing the pizza program. You will be missed Heather! There is lots of work to be done next year and I am already looking forward to September and I hope you will be here to join me.

EMILY CARR SCHOOL COUNCIL
Budget 2017 - 2018 30 Jun 2018

	Budget	To Date	Actual
	(plan)	(active)	(final)
		(30 Jun)	(31 Aug)
<u>REVENUE</u>			
<u>Primary Fundraising</u>			
Pizza Program	\$ 7,300.00	\$ 8,420.51	
Parent Involvement Fund	\$ 500.00	\$ 500.00	
Misc Fundraising	\$ -	\$ 353.95	
SubTotal Fundraising	\$ 7,800.00	\$ 9,274.46	\$ -
Carryover from 2016/17	\$10,518.89	\$ 10,518.89	
TOTAL REVENUE	\$18,318.89	\$ 19,793.35	\$ -
<u>EXPENSES</u>			
<u>SCHOOL SUPPORT</u>			
Arts / Music	\$ 1,600.00	\$ 111.86	
Classroom Equipment	\$ 1,750.00	\$ 1,729.80	
Grade 6 Orientation	\$ 250.00	\$ -	
Gym Equipment	\$ 1,500.00	\$ 532.15	
Library	\$ 1,000.00	\$ 854.33	
Le Monde	\$ 644.10	\$ 644.10	
Misc. Opportunities	\$ 500.00	\$ -	
School Leaving Ceremony	\$ 1,000.00	\$ -	
Special Education	\$ 500.00	\$ -	
Student Leadership Activity	\$ 1,250.00	\$ -	
Technology	\$ 3,000.00	\$ 3,000.00	
SubTotal School Support	\$12,994.10	\$ 6,872.24	\$ -
<u>SCHOOL COUNCIL</u>			
OCASC Membership	\$ 35.00	\$ 35.00	
ECSC Operating Expenses	\$ 250.00	\$ 243.00	
NSF Fees	\$ -	\$ -	
Bank Fees	\$ 27.00	\$ 22.50	
SubTotal School Council Expenses	\$ 312.00	\$ 300.50	\$ -
TOTAL EXPENSES	\$13,306.10	\$ 7,172.74	\$ -
Less Reserve Holdings	\$ -	\$ -	\$ -
Plus Cash Float	\$ -	\$ -	\$ -
Less Committed Funds (2017/18)	\$ -	-\$ 2,443.80	\$ -
<u>NET INCOME</u>	\$ 5,012.79	\$ 10,176.81	\$ -

Statement of Cash Flow

Emily Carr School Council
From 1 Jun to 30 Jun 2018

OPENING CASH BALANCE	\$13,669.20
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Cash flow from Primary Fundraising

Pizza Program

Deposit	\$288.75
Payment to ECMS	-\$1,483.09

Misc (Pita Pit)

Deposit	\$148.00
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Cash flow from School Support

Cash flow from School Council

Bank Account fees	-\$2.25
Net School Council Expense	-\$1,485.34
Increase (decrease) in cash during the period	-\$1,048.59
Cash balance at the beginning of the period	\$13,669.20
Cash balance at the end of the period	\$12,620.61

Statement of Cash Flow

Emily Carr School Council
From 1 Jun to 30 Jun 2018

Committed Funds:

Less Cheque #756 (ECMS - Library)	-\$199.32
Less Cheque #757 (ECMS - Grade 8 Graduation)	-\$1,070.47
Less Cheque #758 (ECMS - Grade 6 Orientation)	-\$470.00
Less Cheque #759 (ECMS - Pizza)	-\$704.01

Committed funds subtotal:	-\$2,443.80
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Actual available funds - balanced to account statements	\$12,620.61
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Approximate Uncommitted Funds for 2017-18 School Year	\$10,176.81
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