

# CAPTAIN R. WILSON COUNCIL MINUTES

Monday November 5<sup>th</sup>, 2018

## In Attendance:

Susan Murphy (V)	Gurjit Sangha-Durrani (V)	April Brown (V)
Amy Ramsay (V)	Andrea Bays (V)	Milena Hadzieva (V)
Nav Johal (V)	Tabasum Ahmed-Allah (V)	Farhad Shahla (V)
Stephanie Clark	Kathy Fournier	Colette Peaker

V - voting member

The meeting was called to order at 6:30pm, by Susan Murphy.

To begin the meeting, Susan reads the Acknowledgement of Land and Territory, as well as recognizing the HDSB Values of Collaboration, Empathy, Creativity, Integrity, Equity, and Accountability.

**Acknowledgement of the Land and Territory** - we are meeting on native land and in the spirit of Truth and Reconciliation Council will be reading the LAN at the beginning of each meeting.

*"Halton as we know it today is rich in history and modern traditions of many First Nations and the Métis. From the Anishinabe to the Attawandaron, the Haudenosaunee, and the Métis - these lands surrounding the Great Lakes are steeped in Indigenous history. As we gather today on these treaty lands we have the responsibility to honour and respect the four directions, land, waters, plants, animals, ancestors that walked before us, and all the wonderful elements of creation that exist. We would like to acknowledge and thank the Mississaugas of the New Credit First Nation for sharing their traditional territory with us."*

## Susan: Any additional items to add to the agenda?

New Business - PIC Funding hold from the Province, Let's talk Science as a potential PIC replacement activity, as well as Parking and the Board PIC Conference De-Brief.

## Welcome and Introduction – Susan and Gurjit

First meeting since the elections completed so wanted to do a quick introductions

Susan – 2 kids at CRW, Grades 1 and 2. This is Susan's 4<sup>th</sup> year on council.

Amy – First year as voting member, Communications. Has 2 kids at CRW in Grade 4 and 1.

Steph – 3 kids Grades 2, 4, and 8 – non voting member and previous voting member.

Kathy – in her third year as Principal at CRW – Her children graduated from HDSB and have since moved on with her son starting Med school in Ottawa this year and her daughter just accepted to a Masters program in New Zealand following her completed degree at UBC.

Collette – has been with HDSB for 16 years, new to the role of VP in Jan2018 at CRW. Her children attend HDSB as well in Grades 6, 4, and 3.

Gurjit – second year on council and has 2 kids at CRW in Grades 3 and 1.

April – third year on Council and has 2 kids on CRW in Grades 3 and JK.

Milena – has 2 kids at CRW Grades 3 and 1, this is her 2<sup>nd</sup> year council. Milena volunteers in a variety of other roles at CRW including the Newcomers Group.

Andrea – has 2 kids in Grades 1 and 4 at CRW, and has been on council 4 years

Farhad – 3 children attending CRW and first year on Council.

Nav –first year on Council, her eldest is in SK at CRW and has a 1 year old that will be attending in a few years.

Tabasum – has 3 children, 2 at CRW in Grades 7 and 4, as well as an older child at Garth Webb, this is first time in council.

### **Approval of Prior Meeting Minutes**

<b>Motion</b>	<b>Put Forth By:</b>	<b>Seconded By:</b>	<b>Voted</b>
<b>Approve June 2018 Meeting Minutes</b>	Gurjit	Milena	All in favour
<b>Approve October 2018 Meeting Minutes</b>	Gurjit	Amy	All in favour

### **Principal's Report–Kathy Fournier, Principal**

CRW raised a total of \$5,780 for the Terry Fox Run

Cross Country was at Kelso Oct 10

Aussie X was at CRW Oct15-19, with a family night on Oct 23 where approximately 100 people participated.

Food donations for Me to We Club's We Scare Hunger campaign are really strong, already had a pick up with another scheduled.

Hoot n Nanny – lead by Student Leadership Council on the 31<sup>st</sup> was a great success!

Fall Spirit wear orders closed with expected delivery mid-December

Diwali celebrations starting this week

Remembrance Day Ceremony will be Nov 9

Treaties Recognition Week – CRW celebrating by Acknowledging the land every morning in the announcements as well as completing a blanket activity to help understand misconceptions around First Nations traditions. Also displaying flag of Mississaugas of the New Credit First Nation.

Report cards will be going home on Nov 19. Student lead conferences will take place that week, with slots available for Thursday evening as well as the Friday PA Day.

Both the girls and boys Volleyball teams participated in a tournament at MAC this past weekend.

### **Report from Chair and Treasurer**

#### **Review of CRW Council Constitution**

Nav - ? Do we have a Teacher Rep? YES - Ms. Ahrens will act as rep but was not able to attend tonight.

Amy – We should increase the number of voting members to align with the growth of our student body since the constitution was written. We need to be careful we do not make it too big that may interfere with obtaining a quorum, perhaps only from 9 to 9-11.

Susan – The Constitution definitely needs a facelift, suggests we create a Constitution Sub-Committee to continue to develop the changes we need and report back to the group.

- Susan, Gurjit, April, and Nav volunteer to be a part of that subcommittee
- Michelle also to support and John Pennyfather to provide oversight from the Board perspective.

Kathy – wants to identify updates needed to the Finance piece (Bottom of page 4) as it is no longer relevant with the change to School Cash Online system. We will need to pay attention to financial processes we develop in regards to payments.

Farhad – Suggests that we establish budgets when event is planned, and spending up to that is approved when the event is approved. Anything above that needs to be voted on and agreed upon – but can be done via email if necessary.

Amy suggests post-event audits on all events to provide learnings and develop reasonable budget expectations for the future.

Tabasum suggested that we also should create a log of events with key learnings for future years.

ACTION	Constitution Sub-Committee to work through the changes we need to make to the Constitution. Susan, Gurjit, April and Nav volunteer to be members of the committee.
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### **Treasury Report – April**

#### **Closing Balance for October is \$9,766.54.**

- Main DRs and CRs are due to upcoming events, Movie Night and Terra Cotta, and monthly funding of snacks/beverages for New Comers Group. Update from Movie Night and Terra Cotta will be disclosed at next meeting.

ACTION	April to provide copies of the budget sheets at future meetings for Council reference.
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### **Fundraising and Events**

#### **Terra Cotta Update – Amy/Andrea/Susan**

Terra Cotta fundraiser sold 350 boxes, generating \$1750 profit

Surbi received some cash payments – need to follow up with her to ensure that

Delivery at noon on the 21<sup>st</sup> and will be ready to go for pick up time until 500.

- Hoping for high school volunteers as well

Susan to manipulate spreadsheet to provide the pick-up details and have enough volunteers to assist in distribution.

Nav – has received comments that the pick-up hours need to be extended to accommodate people who cannot get here by 5?

- Based on delivery from the supplier, we are limited as the product can only be out of the freezer for 5 hours. Delivery from the supplier cannot be delayed as we need enough time to prep it for end of school pick up times.

#### **Movie Night – Amy/Andrea**

Movie Night is going to happen November 13<sup>th</sup>. The license obtained by the school for “Incredibles 2”.

Snacks and concessions will all be \$1. Bottled water, Ring Pops, Sour Keys, and Chips have all been purchased.

Popcorn will also be available.

Pizza orders due by the 9<sup>th</sup>.

Concession stand will need to be open when the doors open at 5:30 because chips and drinks are not included in the pre-order this year and will need to be available while people are eating from 5:30-6.

- Will need more volunteers to handle the concession stand due to the increase in expected traffic as well as the popcorn will need to be scooped. Adult supervision will be required.
  - Tabasum and Gurjit to volunteer for 5:00 to set up
  - Farhad and Milena to volunteer for 6:00

- Amy and Andrea will be floaters

Will need to get a cheque for a cash box float from Surbi – Susan to get the cash from the bank.

We have also obtained 320 Incredibles masks for the kids.

Amy would like to propose that we buy tablecloths instead of getting plastic ones for every event. She will shop and send pricing details for us to approve and vote via email for the expense. She would also like to make a Concessions banner in CRW colours for use at all our events well.

ACTION	Amy- Research the purchase of tablecloths. Once research completed, will submit for approval and voting via email.
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**Pita Pit – Milena**

Small \$4.75 Large \$6.50 – they do have a gluten free option available at same cost as well.

They will run the program where the student must order the same order each week for a 6-week program.

Need to find out what the school can provide from School Cash Online versus what the Pita Pit will accept for order forms.

Kathy to find out what Pita Pit location Pilgrim Wood uses.

Need to investigate other possible lunch items as options as well. Kids-Essentials dropped of some samples and might be an option worth investigating.

ACTION	Milena – to continue to work with Pita Pit.
ACTION	Kathy – to provide Pilgrim Wood contacts for the Pita Pit location they used in the past.
ACTION	Gurjit - invite rep from Kids-Essentials to a school council meeting

**New Business**

PIC funding (PROGrant) – on hold temporarily due to lack of Government Funding.

- Kathy and Collette have found an alternative: Let’s Talk Science. University and college students that do workshops in schools free. Have community involvement opportunities that could involve parents as well.

Susan has asked if we can add to the school newsletter instead of having our own newsletter from Council.

- Kathy agreed but will have to have our input in time, they send out on the last Friday of each month.

Wishing Well is still available and can be used at all our other events during the school year.

Kathy brought up options to support with our fundraising efforts that Mr. Shea wants to buy bells for a bell choir. He anticipates the cost to be about \$7000. Mr. Shea will attempt to obtain funding from the school, as well as other fundraising sources, and would appreciate anything Council could contribute.

Amy – inquired about setting up an “Angel Fund”, if necessary or applicable as a future fundraising item.

Kathy commented that if an Angel Fund was created the funds would need to be distributed in a confidential manner.

ACTION	ITEMS POSTPONED UNTIL THE NEXT MEETING: Parking, PIC Conference Debrief.
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**Meeting adjourned at 7:52pm.**

Next meeting date: December 3, 6:30 – 7:30 in the Library.

Future Meeting Dates: Jan 14, Feb 4, Mar 4, April 1, May 6, and June 3.

**All are welcome to attend.**

<b>Summary of Actions/Key Takeaways:</b>	<b>Lead Member(s)</b>
Provide copies of the budget report at future meetings for council to review.	April
Constitution Sub-Committee to work through the changes we need to make to the Constitution.	Susan, Gurjit, April and Nav
New Business items postponed until the next meeting: Parking, PIC Conference Debrief.	Susan
Research the purchase of tablecloths. Once research completed, will submit for approval and voting via email.	Amy
Continue to work with Pita Pit to re-introduce the program.	Milena
Obtain contacts for the Pita Pit location by Pilgrim Woods in the past.	Kathy
Arrange for Kids-Essentials rep to attend a council meeting	Gurjit

<b>Summary of Motions:</b>	<b>Put Forth By:</b>	<b>Seconded By:</b>	<b>Voted</b>
Approve June 2018 Meeting Minutes	Gurjit	Milena	All in favour
Approve October 2018 Meeting Minutes	Gurjit	Amy	All in favour