

**Our Lady Immaculate School Council Meeting Minutes
May 17.2017**

Attendance: Liz Greve (Principal), Diane Fritz (Co-chair), Jessica Mitchell (Co-chair), Anita Orsini, Maria Ott, Christa Rosser (Co-Treasurer), Anna Dalton (Secretary), Emily Pacheco, Lucia Lilbourne, Sarah McLinchey, Sarah MacGillivray, Kristen Ferreira
Regrets: Michelle Callipari , Jill Zavitz, Gorett Salvador

1.0 Welcome and Prayer: opened at 1804 with a prayer read together.

2.0 INTRODUCTION:

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|--|--------------------|-----------------------|
| 2.1 Review and Approval of Apr Minutes: | 1. Emily Pacheco | 2. Sarah McLinchey |
| 2.2 Review and Approval of May Agenda: | 1. Lucia Lilbourne | 2. Sarah MacGillivray |

3.0 CO-CHAIRS REPORT –Diane Fritz & Jessica Mitchell;

- 3.1 FDK:** handed out crayons and coloring page to new children entering our school (will hand out info on school council in future)
- 3.2 Committees:** Milk program – Michelle Garcia will be stepping down
- 3.3 Vice Chair:** no one contacted us regarding this position. If anyone is interested let us know now, if not, Sarah McLinchey will be Vice Chair. Sarah accepted the position submitted for Crock A doodle – majority of council who voted, voted for this option. Date to be determined.
- 3.4 PRO Grant:**

4.0 CO-TREASURER’S REPORT-Christa Rosser and Michelle Garcia: May budget summary was handed out (appendix A) reviewed.

- Brief clarification on needing itemized receipts; not just debit or credit receipt with the total amount spent for anything purchased for the school and needing reimbursement. It must be the original receipt...again MUST BE ITEMIZED. If not, you will not be receiving the money back

5.0 PRINCIPAL’S REPORT - Liz Greve:

5.1 FAITH

- School Mass June 2
- Rosary Celebration May 18
- Grade 8 Confirmation weekend Of June ¼ - Liz cannot make it but there will be a teacher representative at each of the masses

5.2 COMMUNITY

- Relay for Life at HCC June 2
- Pow Wow June 2
- TVNELP May 23 - Last Day Grade 7/8 Battle of our Sacred Saint HCC May 25
- Mental Health Event at Kings May 27

5.3 STAFFING UPDATE

- Leaving OLI – Sam Matthison, Denise Tunks, Christine VandenBelt, Julie Langford, Kristin Gough

5.4 GOOD NEWS

- Speeches – 14 spoke in gym
- Spirit Award – Dante Salvador
- Be the Change Breakfast- Lucas Van Heeswyk

5.5 EDUCATIONAL

- PD Learning Session May 16
- EQAO May 23-June 5
- Reading Teacher for Sept.

5.6 REQUESTS

- Guest Artist \$400 for Dance Fest Instructor – Angela Mota
- Received a cheque for \$200 from CUPE – planting a tree in Sue Girardi’s memory at the school

7.0 BUDGET SURPLUS: handout provided (appendix B) and reviewed in detail

- Took out athletic pinnies and will be purchased from Athletic budget
- Busing that we already approved at last meeting
- Speakers which were already purchased ON SALE (50% off) motioned and approved
- Motioned to pass remaining items on list – totalling \$8369.85
- Approved by 1. Sarah McLinchey 2. Sarah MacGillivray however, all were in agreement

Meeting Adjourned at 1917

Next Meeting-SOCIAL: Wednesday June 14.2017 at the Duke

APPENDIX A

Our Lady Immaculate School Council Budget 2016-2017 May		
Budget Item	2016-2017 Budget	2016-2017 Spent
Buses (class field trips \$175 per clas	\$2,625	\$525.00
Spirit Days (Carnaval, Play Day)	\$300	
Library	\$1,500	
Principal's Discretionary Fund	\$2,000	\$690.00
Musical Production	\$300	
Teacher Allocations	\$4,100	\$1,169.72
FDK - 2 classes \$200 x 2 [Teacher + ECE], 1 class \$300, gr 1-8 \$250 each)		
Music Department	\$200	
French Department (gr 1-4/5 \$200, gr 5-8 \$200)	\$400	
Learning Lab	\$200	
Athletics	\$500	
Chess	\$600	\$600.00
Guest Artists (\$500/division)	\$1,500	
Graduation	\$200	
Recognition (Retirement, Relocation, Bereavement)	\$500	
Total Budgeted Items	\$14,925.00	\$2,984.72
Benches		\$221.46 <i>*from last year</i>
Paper		\$115.60
Evan's wholesale (from 2016)		\$850.66 <i>*from last year</i>
Altar Materials		\$272.08
Total Spent		\$4,444.52
	ACTUAL PROFIT	PROJECTED PROFIT
Fundraising		
Milk Program #1	\$1,156.43	\$ 1,024.25 FINAL
Milk Program #2	\$1,005.32	\$ 1,425.00 FINAL
Milk Program #3	\$0.00	\$ 2,160.00 <i>*based on 2015</i>
Hot Lunch #1	\$2,854.96	\$ 2,521.00 FINAL
Hot Lunch #2	\$2,015.55	\$ 2,350.00 FINAL
Hot Lunch #3	\$0.00	\$ 2,385.00 <i>*based on 2015</i>
Harvestfest	\$725.57	\$ 248.25 FINAL
Samko Sales	\$55.19	\$ 200.00 FINAL
Rheo Thompson	\$2,236.02	\$ 3,980.00 FINAL
Third Wave	\$2,067.50	\$ 3,100.00 FINAL
Movie Night	\$277.46	\$ 680.00 FINAL
Year End BBQ	\$0.00	\$ 1,170.00 <i>*based on 2015</i>
Quarter Auction	\$3,059.17	
Total	\$15,453.17	\$21,243.50

APPENDIX B

Requested By Person or Persons	Requested Item	Quantity	At Cost	Total Cost	Notes	Motioned and Approved by Council
Liz / Dawn	Busing for Dance Fest	1	\$ 300.00	\$ 300.00	Busing to HCC for entire school	April 5 2017 motioned and approved
Liz / Dawn	Busing for Joseph	1	\$ 198.32	\$ 198.32	Busing to HCC for entire school	April 5 2017 motioned and approved
Liz / Dawn	Busing 2016/17 increase	1	\$ 405.00	\$ 405.00	Affects current year. Was not provided in time for initial budget. Bussing funds (Buses costs \$202 plus HST, which is \$3,030 plus HST, currently we \$2,625, which is \$175 per class)	May 17 approved
Diane on behalf of: Zwambag, Smith, Corso, DeJesus	Spero Balls	16	\$ 150.00	\$ 2,400.00	8 for September and allocate to purchase another 8. Used with grade 4 - 8 to use math and programming skills, to have the Sphero ball complete a pattern HCC uses them, and their math gurus have offered to help our teachers with them as well Mr. Zwambag has been doing coding with his class and suggests 4 balls as this would allow the entire class to participate. Mr. Zwambag would teach another class, and then when ready to teach other classes, order the additional 2 sets. 8 can be ordered before June 1 or in September. Remaining 8 can be purchased when needed throughout the year	May 17 approved
Mrs. Davies	Bouncy bands chairs	5	\$ 26.09	\$ 130.45	Safety items for chairs. Can be ordered before June 1 or in September 2017	May 17 approved
Mrs. Davies	Bouncy bands desks	5	\$ 30.19	\$ 150.95	Can be ordered before June 1 or in September 2017	May 17 approved
Mrs. Davies	Disc O Sit	5	\$ 33.59	\$ 167.95	Can be ordered before June 1 or in September 2017	May 17 approved
Liz on behalf of teachers	Bluetooth speaker	1	\$ 250.00	\$ 250.00	Purchased while on sale	May 17 approved
Anita / Maria on behalf of teachers	Toggles	2	\$ 100.00	\$ 200.00	Can be ordered before June 1 or in September 2017	May 17 approved
Anita / Maria on behalf of teachers	Document Cameras	3	\$ 124.64	\$ 373.92	Can be ordered before June 1 or in September 2017	May 17 approved
Anita / Maria on behalf of teachers	Computer external 2 piece speakers	6	\$ 132.21	\$ 793.26	Can be ordered before June 1 or in September 2017	May 17 approved
Anita / Maria / Diane / Jessica on behalf of teachers	Primary funds for Toys/educational items, or other pre-approved by council items	9	\$ 200.00	\$ 1,800.00	FDK - 3. To be allocated to the classes in September 2017 for purchases Sept 2017 - June 2018. Items purchased must be permanent items for the class i.e. not craft supplies. Classes / divisions can pool their allocation for larger / shared items	May 17 approved
Anita / Maria / Diane / Jessica on behalf of teachers	Intermediate / Senior Book funds or other pre-approved by council items	6	\$ 200.00	\$ 1,200.00	Grade 4 - 8 To be allocated to the classes in September 2017 for purchases Sept 2017 - June 2018. Items purchased must be permanent items for the class i.e. not craft supplies. Classes / divisions can pool their allocation for larger / shared items	May 17 approved
Tunks on behalf of athletics	All grades	3	\$ 55.00		3 sets of 12, for 3 dozen coloured pinnies. Used in gym when dividing kids into teams. To be taken out of athletic budget line. Can be ordered before June 1	approved to be taken out of athletics
TOTALS				\$ 8,369.85		