

Hawthorne PS School Council

Minutes of Meeting held on
Tuesday, 10 May 2016 at 7:00 p.m.

1. **Attendees** –Mary Conroy (Principal), Brigitte McGuey-Tuinder (Council Chair), Michele Simpson (secretary).
2. **Review and approve minutes from last parent council meeting April 2016** – approved by consensus.
3. **Treasurer’s Report** – Nothing has changed since the last meeting in April except service charges to the account.
Outstanding action – To add Brigitte/Michele council accounts; need letter of authority from Nik.
4. **Principal’s message** – see attached report.
5. **Review of Topics that needed follow up from last meeting**
 - a. **Principal Profile** – updated profile submitted. <<<Brigitte to confirm>>
 - b. **Survey** – Changes finalized and copy to be sent to Mary today for distribution on Monday, May 16th. Will ask for parents to return by Friday May 20th.
Action – To follow-up translation request and determine new distribution date at next meeting in June.
6. **Education week or Open House review** – Education week came and went with no fanfare. The music teacher is planning a June music concert.
7. **Invitation to Joint Zone Meeting** – Review process changed from 2 years to 100 days. This will give more equity so that students can attend the school of their choice. Meeting will be held on May 25th at 7:00 pm at Glebe Collegiate Institute. It is expected that students from Hawthorne will feed into five different high schools at the end of Grade 8.
Action – Brigitte to attend and report at next meeting.
8. **Graduation Ceremony follow-up from last meeting** - \$800 is needed for graduation ceremony – mostly to fund awards for students. The ceremony is on June 28th at 4 – 6 pm and is held at Canterbury High School. It is not sure how much money is being requested from Council.
 - a. So far only money spent is for the Scholastic Book Fair \$300. PRO grant of \$500 remains unspent
 - b. Items remaining to be spent include (extract from previous meetings):
 - i. **Community Cupboard** - Council to purchase 4 large bins (@ 10.99 each) and 4 small bins (@5.99 each). Total spend of 67.92 + taxes was approved by motion. This will be taken from the \$500 School Council grant. Additional items required include crocs from Giant Tiger to be priced (2 pairs of each size 1 – 5); lunch bags and pencil cases.
 - ii. **Chrome Books \$310 includes tax** – Council approved purchase of 2 chrome books (\$620).
 - iii. **Projector bulbs \$7.50 each** – *Action – Mary to confirm pricing since on Amazon projector bulbs range from \$50 - \$110 each).* Council approved purchase of 2 at a maximum price of \$150 each.
 - iv. **Scientist in school** – To use \$1,000 from School Board PRO Grant. *Action – Still to confirm activity.*
9. **Preparation for last meeting in June** –
 - a. **PRO Grant** – Submission of information for support of last year’s grant should be for translation services \$1,000. We will translate the survey into the languages supported at the school (Somali, Arabic and others). Suggestion – translate a welcome booklet for new parents at beginning of school year and/or provide a translator for functions.
 - b. **Community Cupboard** – Need items for new school year – lunch bag, water bottles and pencil cases.
10. **End of Meeting** – Meeting adjourned for 7:52 p.m. Next meeting date: **Tuesday, June 14th at 7:00 p.m.**