

**Meeting Minutes**  
**Caradoc North School Council Meeting**  
**November 26, 2020**

**In attendance:** Robin D., Tracy L., Iva M., Tina P., Heather M., Jessica B., Jacoba D., Cathy H., Sam M., Charlene H., Heather H.

**Call Meeting to Order:** Tracy

**Zoom info**

- Sign back onto current meeting link if meeting stops abruptly
- Mute your mic to reduce noise when not talking
- Raise virtual hand for voting

**Motion to Approve September's Meeting Minutes:** Heather M.

**Motion to Approve November's Agenda:** Robin, Tina

**Opening Greetings:** Iva

**Principal's Report:** Cathy

- Trying to think of ways to make school more fun with all the rules
  - Every Tuesday in December will be Toque Tuesday
  - Spirit days last three days of school before the break
- Can do a holiday lunch for the kids
  - Needs to be individually packaged
  - Paid for by the school from healthy school fund
  - Reviewing options
- Canned food drive
  - Mrs. Weeks' class will be organizing a canned food drive
  - Each classroom will have their own box in classroom
- Looking for fun ways to recognize kids
  - Ideas welcome
  - Email ideas to Cathy

**Budget Report:** Heather M.

- 2 expenses since last meeting
  - Ice cream (leftover expense from last year)
  - Chromebook cart
- \$11,637.10 balance

**Motion to Approve Budget Report – Tina**

## School Council Business:

- Fundraising
  - We can start to fundraise
    - Cannot accept cash
    - No door-to-door sales
    - Products would need to be picked up outside of the school; can have a parent volunteer outside
    - Smaller items can be sent home with kids
    - Cathy needs to get approval from superintendent for any fundraising ideas
  - Ideas suggested so far:
    - Chocolates
    - Pepperettes
    - Gift cards
    - Elmira chicken
      - Talk to Mr. C. first if this is selected
  - Send other ideas to Iva
- Backstop replacement
  - A lot of classes use it; even in primary for soccer baseball
  - Older grades need for softball
  - Unexpected expense
  - \$6903.86 is first quote to replace, asking council for \$3450 to go toward replacement
  - \$2000 is approximate amount that would be used for classroom fund and was not needed this year
  - Not bringing in any money through fundraising so far this year; hot lunch fundraising is a big loss
  - Motion by Heather M. to contribute \$2000 for now, seconded by Tina and Sam
- Primary climbers
  - Suggestion for future
  - 1 year left for climbers
  - Very expensive; multi-year fundraising goal
- Online storage of documents e.g. agendas, minutes, financial reports, events, etc.
  - With transition of people out of council, sharing of positions, and assigning leads to various events, online storage of documents may be becoming more important so that documents can be accessed when needed by more than one person
  - Currently minutes/agendas stored in Google Drive using a school council Gmail account
  - What is the best location given there is a TVPIC Office 365 account that also has OneDrive?
    - Board is transitioning to OneDrive
    - Very secure

- Cathy will ask what other schools are doing
- What else should be stored online in addition to minutes/agendas?
  - Event outlines
  - Email addresses of council members
  - Financial reports
  - Principal's reports
- Who should have access?
  - School council executive should have read/write access to documents
  - Documents can be shared with other individuals as needed e.g. when someone is running an event
- Note that agendas and minutes also on website

**New Business:**

- Treasurer position handoff – Heather will email Tina

**Upcoming Fundraisers and Events:** None currently

**Future meetings:**

- January 28th
- March 25th
- May 27th

**Motion to adjourn meeting:** Heather, Tina