

ALLENBY PARENTS ASSOCIATION MEETING

Sept 30, 2014

MINUTES

Held: Allenby Jr. Public School Library

Meeting called to order at 7:00pm with the following agenda:

1. Welcome & Introductions – Chair Paula Riczker
2. Adoption of the Agenda and June Minutes – Paula Riczker
3. Principal's Report – Cate Spidle
4. Treasurer's Report - Scott Larin- Vote on 2013/2014 APA Budget Presentation
5. Schoolyard Enhancement Project Update
6. Any Committee Updates by Current Directors
7. Election of Executive Council
8. Open Question Session

1. Welcome & Introductions – Chair Paula Riczker

Paula Riczker welcomes everyone. Everyone in attendance introduced themselves.

2. Adoption of the Agenda– Chair Paula Riczker

Paula Riczker moved that the Agenda, as posted on the APA website, be accepted. Stuart Baltman seconded the motion.

MOTION CARRIED. (Unanimously passed)

Paula moved that the amended agenda be accepted (removed pizza lunch discussion item – will be discussed in October APA meeting). Lisa Spiegel seconded.

MOTION CARRIED. (Unanimously passed)

Adoption of the May 2014 Minutes – Chair Paula Riczker

Paula Riczker moved to adopt the June 2014 APA meeting minutes, as posted on the APA website, be accepted. Lisa Spiegel seconded.

MOTION CARRIED. (Unanimously passed)

3. Principal's Report – Cate Spidle

- Cate went through her items in her report.
 - Eg. Allenby was under the Fire Watch for the first 3 weeks of school . There were deficiencies in the older part of the school's fire alarms. We have now new alarms in the entire building.
- Cate stated that she felt that our turf installation has been moved up a year because Gillian and Shannon have been so organized and ready to move forward.
- We would like to start a Green Bin program at Allenby. This is the next project.
- Cate discussed the Gr 6 leaders. The peer helpers help to manage the flow of children during transition periods into and out of the yard. They act as a voice and as someone that younger children can speak to. If peer helpers can't resolve the problem then they will direct the students to teachers. Recess Rangers help

with games in the yard. Two students have volunteered to do Kiss and Ride. There are also other Gr. 6 leadership opportunities.

- Cate explained that the school website contains information such as staff names, and new information such as FDK registration.
- One parent questioned about the cars parked at the St Clements door and whether there was an issue vis a vis fire safety. Another parent expressed concern about the parked cars at the St Clements door moving during dismissal. Cate asked that if anyone sees anything unsafe to email her and she will contact the appropriate people to express concerns.
- The plan is to start the paving Thursday and finish on Saturday. They hope that Monday the kids will use the new entrance for the 00 classrooms.
- Cate showed the updated list of staff. 21 staff just for FDK. Daycare has added more staff because of before and after FDK.
- One parent asked about leaves for teachers who are pregnant and the notice period. The teacher must submit a form and the Board must approve the leave before Cate can search for a LTO.

4. Treasurer's Report - Scott Larin – see APA website for report (www.allenbyparents.com)

- This budget was tabled at the June 2014 APA meeting. The budget is presented on a cash basis. It is a conservative budget.
- There are 3 large revenue items – parent contributions (we are at \$10000 for this year already; we are targeting \$15000 which is down from last year), fun fair (targeted to raise \$15,000; last year we raised \$33,000), and pizza lunch (targeted to raise \$8400). Other revenue items also help such as After 4 Program, Hot Lunch and Lip Sync. We are going to reinstitute clothing sales this year.
- Big Night Out has traditionally been a big revenue raiser. This year we are earmarking the event's net proceeds to go towards the Schoolyard Enhancements.
- New this year are Spirit Fundraisers. It is blank for revenue and expenses because they require volunteers and need to be determined. Lisa Spiegel explained that they are meant to bring kids and families together. Contact Paula if you want to run one (e.g. Bingo Night, Movie Night).
- We are budgeting revenue of approx. \$53000 for this year.
- In terms of expenses, the big 3 expenses are: i.) enrichment grants (non-consumables in the classroom designed to enhanced the regular curriculum; each classroom gets \$400 with a deadline of December 31st to be used this year, as well, new classrooms get an additional grant of \$500 to start up); ii.) unused enrichment grants (if teachers don't use the grant they go to Principal's Discretion to be used with the same guidelines as the Enrichment Grants; might be items to be shared across classes); iii.) Artists and Scientists in the Classrooms (both of these are mostly used up each year).
- Other ongoing expenses include Project Give Back, Literacy Materials and Programming, Lunchroom Supervision and Milk Sales, School Wide Performances, Accelerated Reader (for grades 1-6 – mainly grades 1-4 participate; complements the reading program), computer resources (this year it is \$0 – Scott discussed later), etc.

- Another expense is Schoolyard Enhancements. Shannon pointed out that it is supposed to be \$9000 (\$8000 plus \$1000 administration). The budget will be amended to reflect the change from \$8000 to \$9000 and the net revenue will be \$1000 lower.
- Other items include math manipulatives, grad yearbook and ceremony and reception, and lice check.
- One parent asked about the line item Environment – in the past, teachers created a learning garden. Was used for the environmental activities for the students.
- The total expenses in the budget are approximately \$80,000. Scott explained that during the year there are larger items that are presented. For example, there was last year, proposals for new gym mats, sound system, and digital piano. This year we are proposing for 2 formal “ask” periods – one in October and one in January. Paula explained that motions for spending over \$1000 are tabled one month and voted on the next month. Items under \$1000 can be tabled and voted on at the same meeting.
- Someone asked why Scientists in the Classroom are only budgeted \$200 but Artists in the Classrooms are budgeted \$300. Scott explained that the costs reflect the costs of one session of each experience
- Closing net income next year is budgeted to be negative \$27,000 and surplus next year is budgeted to be approximately \$50,000.
- Scott then explained the technology line item. We have a multi-year plan to get Smart Technology in all the classrooms. The technology has now been changed (Light Rays) and the TDSB has to test it. We know that we have to spend more money to get the technology into all classrooms. We are waiting however for the testing of the technology and the results of the survey of all the teachers at Allenby before buying more Light Rays however we have earmarked \$15,000 which will come from the surplus
- Some concern by parents that the new technology is not being used; Ms. Spidle explained that the 3 purchased Light Rays (in replace of old technology Smart Boards) will be up and running soon and that 3 teachers with IT experience are forming a committee to ensure mentoring and IT is being used properly
- Ms. Spidle explained the multi-media IT plan with iPADS for the kindergarten rooms, Smart Board or Light Rays for all grades 4 to 6 with the plan to have all classrooms with this technology. New purchase of Light Rays will fill ensure all classrooms have this technology. Also using network and notebooks in addition to the SmartBoards in the classroom
- Some worry expressed by parents that this Smart Board or the Light Rays in the future will be obsolete and that perhaps Apple TV is more ubiquitous technology. Ms. Spidle responded that iPad is more expensive technology and feels that there should be a balance between both technologies and have a multi-media aspect for IT; do not want to stop having new tech, we should be adaptable and teach kids to become lifelong learners of new technology
- Parent asked if there is money in the budget allocated to pay for school trips and other programs for children who may be in need of support. Scott Larin responded that there is a line item called “discretionary assistance”; also school has funds

available to supplement this. It is an anonymous process and families in need are identified often by the office staff and teachers and let the APA know.

- The funding and reporting for the Schoolyard Enhancement will be reported separately with separate accounting.
- We can move funds into anything such as the schoolyard; we are now using targeting funding and it is all outside the operating budget; for example if donations by parents are in surplus to the operating budget we can transfer to the schoolyard enhancement fund
- Scott proposed we vote on the 2014-2015 as presented in the June meeting; Paula seconded. In favour - 46; Abstentions - 2 abstentions.

MOTION CARRIED

5. Schoolyard Enhancement Project Update:

- Gillian Uy and Shannon Phillips presented update; moved ahead with completing the schoolyard master plan; thank you to Cate Spidle for moving this along; thank you to APA for financial support for the master plan
- The master plan will be completed in phases; the fundraising campaign will be for phase 1, with a goal to raise \$100,000 this school year. This is one year earlier than expected because the turf is being placed one year earlier than originally planned (summer 2015); We had initially planned to raise the \$ 100,000 over 2 years
- The TDSB covering artificial turf, diamond backstop, soccer posts and lines and is around \$500,000= area "A"
- section 37 funds have been approved based on a new commercial development both Wanless and Allenby gets \$50,000 each within 2 to 5 years; will not help with Phase 1; money goes to the APA not Allenby
- Started solicitation for funds from corporate sponsor; secured first donation of \$12,500 from corporate sponsor and \$8000 from APA now already 20% of the way
- Allenby donation kick off to start mid October
- Soiree for the schoolyard in January; all funds will go to the campaign; goal is \$20000
- Oct 24th next meeting with TDSB; put in our opinion about what we want phase 1 to look like; need to put phase 1 in plan at the time area "A" is completed; can include our portion in the tendering process and could decrease the overall cost
- bulk of phase 1 is the track at \$50,000; all items in phase 1 are close to the turf; logical plan to add these on at that time; kindergarten yard will be a later phase
- Phase 1 with Area "A" will begin in the summer of 2015
- A parent asked if the existing fence will remain. Will the gates be closed and secure? Yes when construction is done there will be gates and safe zone and the fence will remain
- Parent asked if corporate sponsors will get donor recognition; seem to be little TDSB limitations for this
- Parent asked if there are any component for students to get involved in fundraising? Yes

6. Committee Updates by Current Directors Community Awareness Update:

- Municipal election is also about hiring the school board trustees; A meeting is being organized at Allenby to meet the Board of Trustee candidates Oct 14th at 7:00 for our ward; so far we have 3 of 5 candidates confirmed; Krista reminded everyone that the school board trustee is important to the APA and please pay attention and learn about the people running; Howard Goodman is not running;
- Question by parent is whether this meeting is open to other parents from other schools in the ward. Replied yes

Communications Update:

- sign up for the newsletter, not everyone is getting it;
- APA now has a Twitter handle so follow: @AllenbyPS
- The APA is starting fresh with the APA directory and class list; new parents and old parents with contact information changes must sign consent form in order for the APA to publish their information

School Programs Update:

- Hot lunch program started and occurring 3 days per week (M/W/F)
- “ After 4” registration were due today; programs will start week of Oct 6th
- Tammy Schwartz and Andrea Brody and taking over the speaker series; we will host first speaker on Oct 22nd on bullying
- T-ball in spring for kindergarten up to grade 6, which is an evening program
- Comment from parent that the lineup for hot lunch is too long and kids are not having time to eat. Solution was to ask the company for an additional server, Shannon will enquire about whether this is possible or whether they will need parent volunteers

7. Election of Executive Council (nominations will be listed in the Sept 25th newsletter)

- Paula put forward the nominations for executive council be accepted. Rochelle Fox seconded.

MOTION carried (unanimous passed)

Chair: Paula Riczker

Treasurer: Scott Larin

Secretary: Sarah Ferguson

Director of Communications: Theresa Ebden

Director of Community awareness: Krista Chaytor

Co-Directors of Fundraising: Gillian Uy and Shannon Phillips

Director of Health & Safety: Robin Halpern and Christina Lord

Co-Directors of School Programs: Luisa Peel and Dawn Morris

8. Open Question Session

- Parent asked for donations such as math manipulatives and other items for the new FDK classrooms

Meeting adjourned at 8:55 pm.

Next APA Meeting: October 29, 2014 at 7pm in Allenby Jr. P.S. Library