

Cedarview School Council meeting March 30, 2022

In Attendance: Shelley Neill, Cheryl Strautman, Gabe Rother, Jennifer Roberts, Harprit Boiteux, Mark Diamond, Carole Laporte, Shannon West, Elvan Kuzucuoglu, Elissa Cohen, Christa Skil, Tracy Radbourne, Kathryn Manley (grad committee rep), Christine Moulaison (OCASC committee rep), Wendy Savard

Regrets: Carlie Gervais, Sarah Steeves, Sarah Misseri, Delinda Hayton, John Yakimchuk, Diana MacFarlane, Sarah Wise, Diane MacFarlane, Jody Fillion

Agenda Item	Discussion/Decision	Action Taken/Person responsible
Welcome and introduction	<ul style="list-style-type: none"> • The meeting was called to order at 7:07 pm. • Confirmed quorum met for this meeting in case of voting 	Carole Laporte
Approval of Agenda	<ul style="list-style-type: none"> • No agenda set for this meeting 	
Discussion about Grad Committee Process and Budget	<ul style="list-style-type: none"> • Voiced by Tracy Radbourne - her concerns regarding the following: <ul style="list-style-type: none"> ○ Protocol for having a sub-committee not properly followed, ○ Her understanding is that committee is to do the hard and time-consuming work and then bring info back to council, ○ Suggested that there should be consistency for grad spending over the years and then consider setting a price per student as a guide for ongoing grad spending, • Carole also supports setting a price point as a guide, Mark voicing that each council year can decide, • Tracy voicing disappointment in how the grad committee was run, disappointed at the response of the chair and felt it was poor behaviour and reaction, • Tracy reached out to OCASC committee member Christine Moulaison and asked her to be at this meeting, • Shelley Neill voicing the following: <ul style="list-style-type: none"> ○ that in reviewing previous years graduation budgets that the amount being proposed is consistent with other years, ○ challenges faced by council with lack of ability to meet in person, ○ important to recognize that in non-COVID years, the council has been able to raise much larger amounts, ○ to comment to the response over the weekend - people are emotionally motivated at this point due to work already put in, it is a group of people who have put in the work • Tracy voiced again her concern about the process not being followed • Mark voiced that need to recognize that all council members are volunteers and just trying to do their best, that protocols were missed but also that most council members are new to this type of role, • Tracy voiced that she felt that at start of year there was not the opportunity given to run for a position. 	

<p>Discussion from OCASC Board Member</p>	<ul style="list-style-type: none"> • Introduction from Christine and her experience on parent councils and OCASC membership, • Discussion about bouncy castles and inflatables - need to know that parent council insurance through the school board will not cover inflatables, • Events need 3rd party liability insurance to ensure coverage, • Some companies provide their own certificates of insurance, • School Board documents list them as inflatables, • Councils have to decide if they want to take on that risk of liability, • Ensure that providers and companies have valid insurance • Regarding Sub-Committees - need to ensure the sub committees have clear cut direction • Council can choose to approve a budget to be allotted to the committee or alternatively a sub committee can come back to council with a budget to be voted on, • Councils need to have clear delineation of financials and spending in case of audit and to mitigate risk, • Councils can amend constitutions to reflect the need for quorum, and if quorum can't be obtained for a vote then what are the alternatives - this can be listed in constitution as a clear process, • Council constitution and activities need to be open and clear • Subcommittees report back to council, • Parent Council is an entity of the school board • Need to ensure everything is documented and available • Clarification confirmed from Shelley that the council is still in a position to move forward with grad committee plans, • Shelley voicing that school and council are not in a position due to COVID and restrictions to spend funds on much else, • Shelley confirmed that next steps would be to make motions and allocations, clearly documented and voted upon • Christine explaining that schools can set a budget at the start of the year, can also set some guidelines as precedence for years moving forward so that incoming councils have a framework to work with, • Christine confirmed that a member of the OCASC Board could be invited/attend a parent council meeting in the fall to provide a brief presentation to new members and council to help support newer councils • Constitution can include guidelines for each role and councils can adjust constitutions as necessary, • Thanks given to Christine for attending 	<p>Christine Moulaison</p>
<p>Continuation of Discussion about Grad Committee Process and Budget</p>	<ul style="list-style-type: none"> • Voiced by Shannon West - her concerns regarding the following: <ul style="list-style-type: none"> ○ Was taken aback by the reaction of the council chair, felt the way the email was addressed was inappropriate, ○ Concerns about the costs specifically directed to the food, ○ Feels it should be more fiscally responsible, ○ Feels that there are grad committee members who have been on council before and should have known process, ○ Also wants to express that doesn't want to continue to use COVID as an excuse for one group as all kids have been suffering the same • Shelley addressing the reaction from the chair - recognizing that the emails may have been received as feeling targeted, • If looking at history of previous years, this grad committee proposal does not fall outside or exceed budgets of previous years, although the cost of 	

	<p>the church rental for ceremony is not needed as unable to have a ceremony this year,</p> <ul style="list-style-type: none"> • Recognizing that the grad committee is a group of people who are trying their best for the kids, and everyone wants to give all the kids as rich an experience as possible, • Shelley hears the frustrations and acknowledges that the budget should have come to council, • Harprit confirmed that amount budgeted for grad three years ago (2019) was similarly high at approx. \$6000. • Shannon requesting clarification on proposed budget for grad prior to making any allocations • Grad Committee will provide a more detailed budget to Shelley but at this point with games, food, DIY photo booth, balloons, and grad sign for school lawn the price is approximately \$4800, • Shelley reported that the school may have some money to provide as well, there are about 350 graduating students, based on grad committee calculations this comes to \$14.32 per student, • Tracy asking about what the replacement was for the ice cream, Harprit provided that a different ice cream company has been secured (IceCo - possibly a popsicle or ice cream sandwich as options) • Further discussion about inflatable/games line item • Elvan reported that at previous school (Mary Honeywell) that the principal would sign off on the insurance waiver, • Kathryn reported that the grad committee would get more info from the provider about the insurance and waivers for the games options - nothing that was booked included any jumping, was obstacle course, foam throwing axes, basketball/baseball games, tippy ladder • Voiced by Elvan - was to recognize all the hard work of the grad committee and that everyone is trying to do their best, • She is hopeful that recognizing that processes should have occurred differently that would be good to move forward at this time to come to a good resolution, • Voiced by Cheryl - concern with time of meeting - should council set a motion this evening with a budget amount, or is the preference to be able to allocate money line by line from the grad committee budget, • Consensus to create a motion for one amount <p><i>Motion put forward by Cheryl Strautman to allocate \$5000 to the grad committee for the activities with a request that a report come back to council about the spending items. Motion seconded by Shannon West. All present voting members in favour, none opposed. Motion passed.</i></p>	
<p>Discussion re PRO Grant options</p>	<ul style="list-style-type: none"> • In follow up to Shelley's email about the PRO Grant Speaker Series: • In the interest of time Shelley asked that council members review the various options for PRO Grant use this year and respond to her about their preference • Shelley to submit over weekend 	

Next meeting	<ul style="list-style-type: none">• Next meeting - April 20th, 2022 - Shelley TBD if in person - if in person then at 630pm in library (can also set up a virtual link), otherwise at 7pm online.	
Adjournment	<ul style="list-style-type: none">• Meeting adjourned at 815pm.	