West Kent Home and School

Meeting Minutes

Date: Wednesday, May 1st, 2019 (6:30 pm)

Location: West Kent Elementary School - Library

Time called to order: 6:30pm

Time of adjournment:

Attendance: 21

Was a quorum present? Yes

1. Welcome/ Opening Remarks

2. Additions to Agenda/Approval of Agenda

1. WKHS Reports:
    a. District Advisory Council Update – looking for new representative
    b. Canadian Parents for French committee update – none
    c. Playground committee update – raised $20,000 so far (silent auction and private donations), Donate button on website may not work due to issues with Paypal currently.
    d. Other committee updates -
        1. Hot lunch Updates – still working, but current issues with Paypal. Letter going home to parents tomorrow to explain how to order and pay for lunches. Meals still available, continue to order, but pay in cash through classroom teacher. Possible refund to parents March 25-May 31, to recuperate funds being held by PayPal. Apologies for inconvenience.

        2. Traffic safety update – to improve and ensure safety of students since re-zoning 2017. Bussing, parking, signage, crossing guards, etc. concerns exist, precautions implemented. Looking to PSB and city police for support. Please communicate any concerns. Speed bumps bring put back in starting next week, likely in same locations as last Fall.

        3. Bus Driver & Crossing Guard awards (May)

        4. Fall Fair sign-up – fundraiser for school, money allocated as indicated by school administration. Looking for volunteers to help plan. Planned for a Saturday in September. Show of hands indicate earlier in the year is preferable. Date to be decided soon. New ideas for activities welcome. Please sign up or indicate interest to participate. westkenths@gmail.com Silent auction, as an online option, at a separate date - still suggested? Possible "hybrid": some items on display at Fall Fair for kids to see and families to get excited about.

*Question on water fill station: still planning to install, funds have been received from contest, waiting for PSB to install. In the works!

Principal's Report

Home & School Meeting

May 2, 2019

- **Easter Seal Ambassador Tour-**we raised a total of $1145.25 for the ES campaign. Tremendous community support.
- **Badminton Zones-**we have several students do very well in the zone badminton competition.
- **Heritage Fair Club went well through the month of April.** We have 6 students competing in the Provincial Heritage Fair tomorrow. Great effort by all of the students involved.
- **Drama Festival-**3B & 6B performed in the recent Drama Festival. The performances went very well and it was a wonderful learning opportunity for the students.
- **TD Author Visit-**will take place on Monday, May 6th. We welcome author Kallie George to West Kent.
- **Grade 7 Orientations-** next week our grade 6s will be visiting their new junior high schools and getting to know the school and staff.
- **Queen's County Music Festival-** we will have 2 choirs performing in the festival and they have been working very hard to prepare for this upcoming event.
- **Art Smart Soirée-**our 5B class has completed the ArtsSmarts project they have been working on. There will be a display and celebration at the Confederation Center of the Arts on Wednesday, May 8that 6 PM. Very proud of their efforts and the learning associated with the project.
- **Kindergarten-** we have 47 new kindergarten students (7 English/32 French Immersion) registered for the 2018-19 school year. At this point, this means a K/1 split in English, and 2 F.I. classes. We have several events over the coming weeks to familiarize our new students and families with kindergarten, West Kent and how to help our new students have success at school. Looking forward to meeting and working with the students and their parents.
- **Staffing:** We are awaiting budgets and then staffing numbers from PSB. This will determine what our class configurations will be and our class sizes.
- **Maker Space-**through government grants we have been able to extensively expand our Maker Space in the library. The students are enjoying interacting with the materials and learning new skills.
- **Coding Club** is up and running and we have 10 students (Grades 4-6)
- **May 10th-**Students and staff are excited to be attending the Colonel Gray performance of 'We Will Rock You' at the Confederation Center of the Arts.
- **Provincial Assessments begin for our grade 3 and 6 students.** They will be writing between May 13th and 24.
- **Space:** the school is at capacity as far as use of physical space. I have been meeting with PSB and TIE staff to determine an effective solution. As I receive concrete information I will share it with the parent community
- **Playground Project:** I want to thank Genevieve and Trine for their work in attending meetings and finalizing the donation letter. We will begin in earnest efforts to secure sufficient fund to install the 3 pieces on our wish list. The current cost of the project has jumped to $110,000.00.
- **To date we have $20,000.**00 raised. We are looking at a school based fundraiser to do with the students/families. All proceeds would go to the playground fund. Discussing possible fundraising activities that the school could run to contribute to and participate in this endeavor.
- **Bussing/Parking:** I have been in discussions with the city of Charlottetown officials, and the Public Schools Branch regarding the bussing/parking situation on Viceroy Ave., particularly during the winter months. We had several days this winter where it was difficult for our buses to exit the school and get

down Viceroy. We have heard from several parents who experienced difficulty finding a parking spot at drop off and pick up times.

- **PayPal Issues:** We have recently learned that there are issues with PayPal and CRA (Canada Revenue Agency) which has resulted in our HotLunch funds being frozen with Paypal. AS a result we have had to suspend all use of PayPal for all HotLunch orders. We are actively pursuing an effective solutions. In the meantime, we will be proceeding with HotLunch orders, with manual payments required by 9:00 AM on Monday morning. We will be making a decision tomorrow how to proceed with the large amount of money being held by PayPal. One of the considerations is to refund all funds for the period from March 25th until May 31 (the last date of Paypal payments made prior to this change). This would require parents to reimburse the school for all HotLunch orders refunded during the above mentioned time period. We will be posting communications on all means (school website, blog, and H & S page, and Facebook). It is an unfortunate situation but we are hopeful we can resolve it with patience and team work between the home & School community.

3. Treasurer's Report - Emma Fugate

West Kent Home & School
Income statement Sept 1 - May 1 2018

Revenue	**2018-19**	**2017-18**
Fall Fair	6066.82	13584.95
Silent Auction	5771.77	
Donations		
Christmas Shop	488.70	402.15
Canadian Parents for French*		343.40
PEI H&S Federation		
Interest	0.01	0.05
Total Revenue	**12327.30**	**14330.55**

Expenses		
Fall Fair	1668.80	1423.63
Silent Auction	94.25	
Christmas Shop	40.00	
Art After Dark	323.21	
Canadian Parents for French	143.40	200.00
Teacher Allotments	3500.00	3500.00
Hot Lunch Software	315.00	315.00
Bank Fees	7.00	10.50
Meetings/Childcare	100.00	150.00
Icecream Social	56.66	179.27
H&S Federation Dues	200.00	200
West Kent School**	2699.40	9700

West Kent Home & School
Balance sheet May 1 18

Bank opening	3273.77
Plus Net	-2520.42
Bank	**753.35**

2017-18 Notes
* Restricted funds for Canadian parents for French
** West Kent School spend per approval at meeting 18 Jan 18:

	Allocation	Actual @ Aug 31 18
Behavioural Resources	500	425.42
Document Cameras	1250	1351.25
FM System	2500	2948.6
Garden Project	200	92.62
Grade 6 Year end	300	0
Green Screen	150	0
Gym Equipment	400	429.52
Hackmatack	400	311.69
Mini Whiteboard	100	266.41
Music Instruments	3000	1539.59
Snow Toys	200	219.37
Soccer Nets	700	851
	9700	**8435.47**

West Kent Home and School

Public Schools Branch	5700.00	
Total Expense	**14847.72**	**15678.4**
Net	**-2520.42**	**-1347.85**

2018 -19 Notes
** West Kent School spend:

Caribou Math	$322.00
Hackmatack	$600.00
Grade 6 graduation	$300.00
Garden project	$200.00
TD Author visit	$300.00
Cash from Christmas Shoppe	$1,017.40

4. New Business – Grade 6 teachers asking for $200 for end of year activities. Mireille approached local restaurants to donate a % of sales in one evening to this. Movie night also an option – possibly at Cineplex $900 for 250 seats cost upfront (if ticket price near $7.50, profit of $632… if 2nd theatre sold out, can make close to $2000) – we would pick the movie, something that is older but has been showed at theatre already. City Cinema (70 seats only) suggested. Another $600 needed for bathroom project as well. Pizza night for school with Papa Joe's also an option – families order for delivery, portion of funds returned to school.

   Breakfast Program 8-8:20am – looking for volunteers to help run this (7:45-8:45 am). Also need items donated: jam, gift cards to grocery stores, non-perishables, etc. Some funding provided via Healthy Eating Alliance, but not enough to sustain program for full year. Average of 40-50 students daily served daily, parents and grade 6 students helping out. Need criminal record check completed.

5. School Community Questions/Comments
   - Interest in 2019/2020 Home and School Executive?

Next Meeting – Tuesday, June 4th, 2019