

Millwood Home and School Association – Minutes - Meeting Date: September 14th, 2016

1. Welcome and Call to Order: The meeting of the Millwood Home and School Association was held at Millwood Junior School (222 Mill Rd.) in Etobicoke, Ontario on September 14th, 2016, and was called to order at 7:02pm. President Julia Huttram acted as Chair, Thomas Beaman as Secretary.

Members Attending: Thomas Beaman, Amy Ferguson, Julia Huttram, Dong Lee, Stephanie Nyilas

Members Absent: -none-

Others Present: Kira Vallance, Darko Helc, Tatiana Rafique, Erna Murnel, Shauna Kalirai, Gail Thornton, Erin Heywood, Monica Thompson, Catherine Weber.

Administration Representative: Colin Pinkney (Principal)

Approval of minutes: No discussion. Motion moved by Stephanie Nyilas, and seconded by Dong Lee to approve the minutes of the June 15th, 2016 meeting. **Motion carried.**

2. Reports:

President: (7:15pm)

Julia Huttram welcomed those in attendance and proceeded with a round table of introductions. She indicated there were still 2 unfilled positions on the executive committee and asked for volunteers.

As per our Bylaws, only candidates that attended 2+ meetings in the last school year will be eligible.

Positions Available:

- **Events Coordinator** – Catherine Weber volunteered, was deemed eligible and so duly appointed.

- **Volunteer Coordinator** – Kira Vallance volunteered, was deemed eligible and so duly appointed.

Principal's Update

Colin Pinkney thanked H&S and stated that without H&S, Millwood wouldn't be Millwood. He pointed out the strategy to recruit new parents to volunteer, and was hopeful for its success.

Treasurer:

Financial Report - Dong Lee handed out an updated financial statement. Bank balance as of August 31st, 2016 was \$27,115.27. Dong reiterated that our budget was passed at the June meeting, and over \$70k was raised last year! Certain variances (increases) from the budget can be attributed to revenues raised from pizza and Fun Fair. Again, estimated allocations for expense items like field trips, plays, clubs, etc were not fully used, although teachers were informed of the funds available. Projected revenue for the **2016-2017** school year is ~\$50k as no fun fair will be held. Amy mentioned that the contribution that H&S makes is *totally separate* from the TDSB (i.e. school funds). Thomas indicated that P.G. Whitefield (previous grad chair) requested that the 'additional fundraising' by-line be separated to indicate specific events (i.e. 'Grade 5 Grad Freezie Sale'). Dong indicated this was doable.

Secretary:

d) Secretary - Website/e-mails/contact forms/bylaw revision – Thomas indicated he has updated the website and would welcome any suggestions. The bylaw would likely be revised this year, also send suggestions. He will determine if generic emails (i.e. prez@millwoodhands.com) would be viable.

- **Future H&S Meetings - Change Day of Week** – Due to administration conflicts, there had been requests to reschedule the day of future meetings. It was agreed to move meetings to the 2nd Monday of the month. Website will be updated to reflect new dates ASAP.

3. Unfinished Business:

Grade 5 Grad – This event went very well. Some minor technical issues at SCI. Peter Lain (Imageon Print Inc) did an excellent job with the yearbooks. Thank you to all Grade 4 parents for the hard work!

Curriculum Night - This event went very well and Jetsuns Juicy Burger was well received. Complaint was received to make sure cookies provided were nut-free (had pistachios?), duly noted. Colin noted scheduling in 1st week was good and feedback from staff positive. Income ~\$2059, costs ~\$2300.

4. New Business: (7:48pm)

- **Class Parents** – Julia relayed that only Mme Chen’s class still needs one, and that she had arranged all other class parents prior to school starting!

MEAL PROGRAMS:

- Pizza Lunch – TBD. Order coming in steadily, numbers seem good even with more dates this year, will be finalized this Friday. Lots of volunteers are needed to run this, signupgenius already active.

- Subway Lunch – Orders progressing. Tom asked about water as only drink option? We were providing a fruit cocktail drink, but TDSB only allows 100% juice, so subway will be providing bottled water (at their cost). Thanks to Stephanie for running this (no other volunteers needed).

- Kids Kitchen – was MON-THU, Mondays now cancelled, now TUE-THU (except where already a pizza day). We make \$0.25c / meal. They are a very accommodating company and parent support is relatively low, but steady. Avg price \$5.50 / meal.

EVENTS:

Terry Fox Run – Catherine Weber will organize and will take place September 29th at Millwood. The usual run-up school fundraisers will occur (pajama, superhero days, etc). H&S will provide popsicles for this event. Volunteers will be required for this event and the signup is active.

Grandparents Tea – Previously mentioned date of Oct 28 is incorrect, Julia verified event will take place Mon. October 31st, Katie will organize (Monica offered to assist). Tom verified it’s already on the website with signupgenius link active. Volunteers & Food donations needed to help with the event.

Fundraising: (8:10pm)

- **Chocolates** – This replaces QSP & Fundscrip. Stephanie indicated some complaints (less than 5) but that the program is well received with many opting to simply write a cheque. Please email with suggestions where to sell, plaza, neighbours, etc. Kira suggested moving next year to October or later as there are many fundraising demands right when school starts. Suggestion to offer postdating the cheque to allow flexibility? Millwood has ~470 students from ~300 families. Boxes go home Oct. 5.

- **FundScrip** – Julia verified this program will be discontinuing and she will cancel the registration.

Announcements:

Next Home and School Committee Meeting will be held on Monday October 17th, 2016 at 7:00pm.

Adjournment: Motion moved by Stephanie Nyilas and seconded by Dong Lee to adjourn the meeting. **Motion Carried.** The Meeting was adjourned at 8:28pm.

Thomas Beaman
Secretary, Home and School

Date of approval: