

**MINUTES OF A MEETING  
OF THE MEMBERS OF THE ST. GEORGE'S SCHOOL'S  
PARENTS' ASSOCIATION (the "Association" or "JICS PA")**

*Held at The Dr. Eric Jackman Institute of Child Study Laboratory School 45 Walmer Road,  
Toronto, Ontario, on Monday, May 1, 2017, at 5:30 p.m.*

**1. Chair and Secretary**

A quorum present, Grant McCutcheon, President of the Association, took the Chair and called the meeting to order. Tracy Pryce acted as Secretary.

**2. President's Report**

Grant welcomed all present, and, having circulated the minutes of January 16, 2017 meeting, suggested that Principal Richard Messina give the School Report ahead of the PA formal business (see next item). Returning to the PA formal business after the school report, Grant addressed the transitioning PA Executives (effective the charity's Y/E June 30, 2017), a new slate being put forward to the members of the JICS PA later in the meeting.

**Refresh and Reorganization:** As begun back in 2014/15, significant effort on the part of the PA Exec has gone into formalizing, rethinking, and renewing the processes and mandate of the PA. Grant thanked Thecla Sweeney, PA Treasurer, for reorganizing the charity, creating a robust model of processing and reporting that could be easily assumed as new executives come on board.

Grant noted the **enhancement of PA Communications** under Communications officers Casey Dabiet and Erin Kirby, including the launching of the new website project led by Casey, who has made significant progress on the creation of a new platform with enhanced functionality, relevancy, and effective design.

Grant thanked VP Beth Corcoran for her extensive work heading up the **healthy eating** committee and implementation of the well-received hot lunch program.

Ongoing, the PA Executive will consider ways to stimulate **parent giving**. Noting that these funds have significant impact and are relied upon by the teachers, Grant also noted that a new approach to larger, more specifically focused funding has been on the table for quite some time as a possible way to stimulate more donations and interest, and create value for the PA generally.

**3. Principal's Report**

During his School Report, Principal Richard Messina noted the following major initiatives underway:

- Diana Rankin tuition support gala. There is much excitement related to the upcoming May 11<sup>th</sup> gala: thanks to the gala committee for hard work.
- Building renovation. Unexpected construction delays are slowing completion and interruptions to the summer renovation, but the school is working on a contingency plan with the staff. This plan is nearly finalized.
- New daily schedule. The staff is working on a new daily schedule that will see the day extended, possibly to 3:30 p.m., in part to accommodate the new Phys. Ed program being considered in light of the new gym.
- Staffing news. The grade 3 and 5 teacher positions for the 2017/18 school-year have been filled. Richard thanked the hiring committee involved: Grant McCutcheon (PA President); Dr. Clare Kosnik and Dr. Bev Caswell (OISE); Chriss Bogert (JICS VP); Judith Kimmel (JICS Special Ed teacher); Robin Shaw (Gr 4 teacher); and Ben Peebles (Gr 6 teacher), and introduced the new hires:
  - o Grade 3 teacher: Shanti Harris: an experienced teacher, graduate of JICS MA Teacher Ed Program, well-known by JICS staff and considered an exceptional educator.
  - o Grade 5 teacher: Tanya Demjanenko: exemplary Grade 5/6 teacher from Equinox Alternative School, a popular mentor in the JICS MA Teacher Ed Program, coming with many years of teaching experience.

#### 4. Financial Report

PA Treasurer Thecla Sweeney provided an overview of the PA Finances, her detailed report having been circulated prior to the meeting and provided again to attending members. She noted that all tax receipts had been issued, and financial statements are up to date. Having closed out the books at the end of the calendar year, the **tax return** is complete and putting the balance sheet for the beginning of the new school year in order, the PA is in a good rhythm to keeping things on track and current as Thecla moves on.

The Treasurer is in the process of collecting all receipts hitherto, in order to take advantage of **HST rebates** (currently totaling approximately \$2500), a step now part of the formal process on a go-forward basis.

Having previously implemented the Gift tool platform as an **online giving solution**, the Treasurer decided to move to the Canada Helps platform, a transitional online payment solution that has a donation button embedded right into the new website, making things easier for accounting and reporting. With optionality for e-transfers for events, it is a much better option.

#### 5. Volunteer Report

Grant thanked Leticia Amaral and Kimberly Ling for their ongoing commitment to the shared Volunteer Co-ordinator role. He noted that as the core of the PA is in cultivating and mobilizing the community spirit that comes from directing

parents about how to get involved, theirs is a crucial role. They will be moving on to allow new parents to come on board via the new slate.

## **6. Communications Report**

Casey Dabiet provided an update on the new website project, noting that the PA is no longer working with OISE on development, going forward independently. This new arrangement is working well, promising an amazing new tool for parents and the school to benefit from. Immediate updates, effective communication, and convenience of online forms will be features, to be implemented sometime between now and the beginning of the school year.

## **7. Committee Reports**

### **a. Parent Education**

Committee Chair Alessandra Sanchez noted her transition out of the committee, delivering under budget (!), and the arrival of a new chair – Malik Martin (father of Solomon in JK) with new energy, new ideas. Alessandra noted the exploration of sharing events and/or speakers with The Mabin School, in order to increase interest, profile, etc., yet noted the importance of ensuring feasibility in relation to need in order to ensure the turnout matches the efforts of organizing.

### **b. Library Report** (see attached).

Lab School Librarian thanked parents for their donations during the school's "Book Day" fundraiser, featuring a book fair hosted by Another Story, and the Indigo gift card fundraiser. Proceeds from these efforts resulted in thoughtful, intentional (theme, genre, focus) purchases for the classrooms and funding for great new storytellers. See report for more detail.

### **c. Dean's Advisory Board**

DAB Parent rep Nadia Thomas and Esther Benzie have requested more detail on the valuation process 2008, which they have argued should include the goodwill the Lab School brings to the Institute in addition to the teaching and research. OISE has in past seemed amenable to opening up the valuating process, and providing more detailed information to our reps, yet have subsequently declined to discuss, opting to address in a private budgeting meeting with the Lab School (Richard). Their general view is that the Lab School is getting a "deal" on the subsidy model, assigning us a value of \$250,000, a number based on square footage and use of services (on a general framework applied across the board). Nadia and Esther challenged this number, requesting substantiated calculations, which were promised but have since been denied. Nadia noted the need for elevated visibility within the university and champions who might argue among the higher political echelons at the U of T for the

Lab School to be recognized as a valued entity. OISE does not seem to share the concerns that continued rising tuition may price the school out of the market. In addition to pressing for a stop to tuition increases on behalf of JICS families, Richard is actively questioning OISE's application of cost buckets to the Lab School for things such as legal services and admin costs, while Lab School Director Clare Kosnik has been working hard to demonstrate JICS value on level of Masters program.

**8. Election of the Executives for July 1, 2017**

Beth Corcoran reported that the **Nominations Committee** having gone through due process has netted four great additions to the executive, and with that, the slate for the new 2017/18 Executive was presented for a vote. The following motion was then made.

**WHEREAS** a meeting of the Members of the St. George's School's Parents' Association (the "Association") was held on Monday, May 2, 2016 at which the current officers were elected or confirmed;

**AND WHEREAS** the Association's Constitution provides that each voting member of the executive shall hold their position for two years from July 1 of the year elected and is eligible for re-appointment;

**AND WHEREAS** each of the President, Past President, Treasurer and Volunteer Coordinators terms will end effective July 1, 2017;

Wai Hin Chan moved to approve the slate.  
 Grant McCutcheon seconded the motion.  
 All were in favour of this motion.

**BE IT RESOLVED** that as of July 1, 2017 the executive offices shall be filled by the individuals as set forth below:

<b>Office</b>	<b>Name</b>
President	Beth Corcoran
Vice President	Deepta Rayner
Past President	Grant McCutcheon
Treasurer	Karin Treiberg
Volunteer Coordinator	Awet Sium
Volunteer Coordinator	Amy Cheung
Communications	Casey Dabiet
Communications	Erin Kirby

**9. Other Business**

None was raised.

Upon motion duly made and unanimously approved, the meeting was terminated.

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Grant McCutcheon, Chair

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Tracy Pryce, Secretary