

**College Park Elementary School  
Board Meeting Minutes  
March 6, 2017, 7:00pm**

**Members Present:**

Chair; David Bannister, Secretary; Jason Perkins, JoAnne Alexander, Antonio Bueno, Dan Carley, Ladine Dowe, Jayson Levy, Kareen Martin, Eric McEwan, Don McIntyre, Richard Novlesky, Carlos Oliveira, Nyasha Ruddock, and Damon Thorne.

**Regrets:**

Paul Antunes, Lorna Brown, Frank Dell'Erba, Roland Kielbasiewicz, David Kozarichuk, Gary Lafoy, Derrick Nichols, Bernard Sittlinger and Mary Lou Toop.

**Absent:**

Linda Butt and Mario Coulombe.

**Devotion & Prayer:** Jayson Levy

**1. Agenda**

Following review of the agenda it was voted to:

2017-03/01 **Approve** the agenda.

**2. Chair's Comments**

The Board meeting this evening will focus on Marketing and Enrollment. Increased enrollment is the single biggest way to positively impact the school finances and provide funding for both enhanced academics and addressing maintenance issues. N. Ruddock will lead out in this last of the five areas of the Strategic Focus.

A strategic planning meeting will be set for March 16 or 21, 2017. The three committees Building, Grounds and Safety, Finance and Marketing and Enrollment, will need to meet prior to the strategic planning meeting, to put together a report for presentation at the March strategic planning meeting. J. Perkins will address Spirituality and Academics.

The reports will need to be finalized and ready for presentation to the April Board meeting as a dry run for the upcoming May Constituency meeting.

D. Bannister advised that he had told the Executive Committee and Office of Education last August that this school year would be his last as a member of the CPES Board. He will end his service on the Board at August 31, 2017. D. Bannister reminded the Board that election of officers needs to be done by April as stated in the Bylaws. As such, the Board will deal the elections at the April Board meeting.

**3. Consent Agenda**

Following review of the Consent Agenda, which included the minutes from the February 13, 2017 Board meeting, it was voted to:

2017-03/02 **Approve** the Consent Agenda

#### **4. Principal's Report**

J. Perkins presented the Principal's Report. Following discussion, it was voted to:

2017-03/03 **Receive** the Principal's Report as presented.

#### **5. Volunteer Position**

J. Perkins presented the request to have Alex Jones, a returning volunteer from the Abilities Centre, be approved to volunteer at the school. Following discussion, it was voted to:

2017-03/04 **Approve** Alex Jones as a volunteer at CPES.

#### **6. Treasurer's Report**

D. Bannister presented the Treasurer's Report for February, 2017. Following discussion, it was voted to:

2017-03/05 **Receive** the Treasurer's Report for February, 2017.

D. Bannister presented the proposed 2017-2018 Budget for review. The Board was directed to contact B. Sittlinger with any concerns or questions.

#### **7. Update on Land Sale – In Camera (7:20pm)**

Conflict of Interest declared: David Bannister  
(7:30pm, end In Camera session)

#### **8. Chair-ity Fundraiser Report**

J. Perkins presented an update on the Chair-ity fundraiser. CPES staff is committed to supporting the Chair-ity fundraiser thru personal contributions and promotion of fundraiser within the community. J. Perkins and D. Bannister will work with R. Kielbasiewicz to re-energize the initiative.

D. Bannister reminded the Board of the importance of each member being actively committed to the fundraising effort as well.

#### **9. Strategic Focus**

The Board is continuing the review of the areas of strategic focus. N. Ruddock presented the Marketing and Enrollment objectives. The Board separated into groups to discuss future goals for Marketing and Enrollment at CPES. A summary of the Board's discussion will be presented at the March Strategic Planning meeting.

Prayer: Nyasha Ruddock and Jason Perkins  
Adjournment

9:05pm