

RPPS Council – Book Fair Sub-Committee
Meeting Minutes
April 19, 2022 – 8 PM, Virtual Meeting

Meeting Facilitator: Joni Hamlin, Chair, Book Fair Standing Committee Via Google Meet

I. Call to Order

- Meeting called to order 8:06

Participants:

- Chair – Joni Hamlin
- Children’s Team Lead – Laura McCurdy
- Accounting Team Lead – Dave Mackie
- Volunteer Team Lead – Keumnim Lim
- Sponsorship Team Lead – John Leefe
- Brad Adams-Barrie - apprentice bookkeeper
- Angie Wagner
- Christina Hawley
- Erin Davidge
- Jennifer Cherniack
- Kristen Healy
- Michelle Sinclair
- Nick Varzeliotis
- Sally Thorpe
- Sarah Jane Estabrooks
- Gillian Campbell

Regrets

- Administration Team Lead – Nora Aljarchi
- Book Donation Team Lead – Julie Brzezinski

III. Approval of Minutes of Last 2 Meetings (January 31, 2022, April 7, 2022)

- Postponed to next meeting

IV. Committee Membership Recruitment

- Keumnim stepping down as Volunteer Team Lead

V. Update from BFSC Planning Committee

- Meeting scheduled for Friday to discuss 2022-23 Book Fair, and opening bins.

VI. Update on Book Fair Swag Sales

- Update by Jennifer Cherniak
- Minimum order almost achieved, planning to place order in June
- Distribution at Book Fair wrap up party (June)

VII. Chair Report/Next Steps

a) Updating BFSC Terms of Reference

- Brief overview of fraud for parents not familiar with this history.
- Purpose of updating the TOR is to strengthen the BF Committee.
- Current terms of reference (TOR) were developed in the aftermath of the fraud, and are very strict. The Book Fair, a separate entity at the time, was made a subcommittee of the school council.
- The TOR needs to be updated to ensure BF institutional knowledge is not lost due to interruptions caused by the Covid-19 pandemic.
- Primary change is to allow community members to hold BFSC positions (not currently allowed in the TOR).
 - Teams composed of both parents and community members will allow parents who have left the school to participate on the committee, providing a more stable pool of volunteers and maintaining institutional knowledge.
 - Accounting team would be appointed by school council treasurer, and must be parents at the school.
 - The BFSC would be lead by a co-chair team, ideally a parent and a community member (agreed to by council)
- Discussion:
 - JL - recommended a change in terms on p.13: reference to dismissal of members - should be 'summary conviction and indictable' - Canadian term.
 - Noted
 - ED - how will the TOR be brought into effect?
 - Must be approved by school council
 - BAB - important to have dispute resolution mechanisms in the terms of reference. Parent members should have 'the final say' on how Book Fair is run.
 - JH - cited text from updated TOR, agreed that the language needs to be clarified. The head of Book Fair is technically council chair, this needs to be made clearer.
 - JH - asked committee members to review updated TOR and provide feedback that will be compiled into an updated document.
- Concerns were raised about the lack of awareness among the staff and parent body regarding the precarious position Book Fair is in.
 - CH mentioned possible end of BF in the staffroom, teachers upset, worried.
 - ED - lack of cohesion among the parents due to covid, ST - feels the problem isn't understood by the parents.
 - ST - raised the idea of focusing our response.
 - Where does the effort need to be applied - (school vs board level)
 - What are the roadblocks? (Is the gym going to be available for Book Fair? If not, why not?)
 - JH - will continue to get the word out.
 - JH - need to have a meeting at the board.

- KH - OCASC - other schools are doing fundraising in other schools. Why isn't that happening here, is it the board or is it the principal?
- ED - police checks?
 - CH - hard to get a clear answer - where is the direction coming from
 - \$25, plus time
 - JH - organize things to limit the number of volunteers

b) Look for alternate locations for Book Fair November 2022

- Alternate location required as a contingency plan in case Book Fair at the school is not possible. The event needs to take place in order to pass knowledge along to the next generation of volunteers.
 - JH - reached out to St. Columba Church - no reply - KL to follow up
 - Sean Flynn suggested the United Church (MacKay) - JH to follow up
 - ED raised the issue of negative impact on parent volunteerism if the Book Fair is moved to another location.
- Discussion about the perception of the school in the wider community.
 - SJE raised the issue about the article in the Citizen a few years ago - Equity issues, sharing funds raised back into the community - RPPS' perception of being an affluent school in an affluent area
 - GC - council spends \$5,000 / year on other schools via grants, Notes that while RPPS is in an affluent neighbourhood, in reality the school is aging, and not well maintained.
 - Parental engagement in schools - RPPS and BF is a model
 - As time passes parent and community volunteers will become disengaged.

c) Planning for Book Fair Party

- Tabled for next meeting.

VIII. Other Business

IX. Final Question Period

X. Adjournment of Meeting - 9:12