

RPPS School Council
Meeting Minutes – DRAFT
November 10, 2015

PARTICIPANTS:

Imbaw Storer, Chair
Caroline Matt, Past President
Linda Lee, Secretary
Nabanita Giri, Treasurer
Julie Barré, RCCC Representative

Kristi Squires, Member at Large
Hacene Oukacine, Member at Large
Joni Hamlin, Book Fair Chair
Sean Flynn, Parent
Shari Brodie, Principal, RPPS

Absent:

John Arnold, Vice-Chair

Roxie Clark, Member at Large

1. Approval of Agenda

Agenda was approved with a request to move the Book Fair Report after Item 3 in the Agenda. Moved by Caroline Matt; seconded by Imbaw Storer; carried.

2. Approval of October 13 2015 Minutes

Minutes were approved with a correction to the Budget Motion to include an additional \$750 for Chromebooks storage under Technology for a total of \$10750. Moved by Imbaw Storer; seconded by Kristi Squires; carried.

3. Business Arising from Minutes

With Book Fair over, Joni Hamlin will start looking into the record check process for parent volunteers. Imbaw Storer mentioned that John Arnold is looking into social media platforms and has spoken to Adrienne Blair; John will report more at the next meeting.

4. Chair's Report

With the teacher's strike ending, Imbaw Storer thanked Shari Brodie for all the extra work and effort. However, support staff (Early Childhood Educators, EAs, custodians, etc.) are still in negotiations, so things are not completely back to normal yet.

5. Principal's Report

Shari Brodie reported on the following items:

- The school is still looking for a volunteer photographer that would be able to attend all school events and take photos. These are needed for the year book and also be shown on the monitor screen in the school lobby. Shari will send out the request for a parent volunteer in the next school newsletter.

- The Remembrance Day ceremony will start at 10:30am and parents are welcome to attend. Some students will be doing a chime choir presentation.
- Teachers are starting to purchase their level books. The Parents Lending Library has started and parents are starting to borrow these books. Shari will send a reminder about the Parents Lending Library in the next school newsletter. Teachers are also booking their field trips with funds from the Ministry of Education.
- Both boys and girls won gold in the soccer tournament and the banners and medals will be hung on the gym wall. Paddings have also been installed in the gym. The Spanish lessons that are run through the School Board's International Language Program will start this month.
- Teachers have not been going on professional development or Board meetings, so these will start up again. The progress reports will go out on December 11th with full comments.
- The School Board will be voting on the proposed changes to the French immersion program soon.

6. School Council Executive Vacancies

Motion: Motion to appoint Sean Flynn as Member at Large. Moved by Imbaw Storer; seconded by Caroline Matt; passed.

Julie Barré introduced herself – she sits on the board of the Rockcliffe Child Care Centre (RCCC) and was sent as the RCCC representative.

Imbaw Storer noted that the Council is still missing a Teacher Representative. Shari Brodie will raise it at the next staff meeting.

7. Updates

a. **Book Fair** - Joni Hamlin provided a review of Book Fair. Of note:

- Income was higher than budgeted. Expenses were also higher than budgeted but not by much. There was a lot of positive feedback - space was better and things ran more smoothly. New cash machines worked well. There were more high school and RPPS student volunteers this year.
- A suggestion was made to bring back the old banners and flyers. Joni mentioned that they will likely have someone on signage next year as some can be replaced. Along with the coupons, there was also a suggestion to offer deals on the last day of Book Fair for teachers.
- There were 3 special rare books that provided the Book Fair with a lot of good press. They did not sell during Book Fair, but a community volunteer is working to sell these books. Proceeds will go to Book Fair.

b. **Budget** – The final budget was clarified in the minutes and Nabanita Giri noted that there are no further changes.

c. **Volunteer Coordinator**

- Imbaw Storer noted that the Council still doesn't have a Volunteer Coordinator. They received emails from some teachers on class parents for their class, but have not received a complete list. **ACTION:** Caroline Matt to draft a message to pass on to Shari Brodie.
- Nabanita Giri will start the planning process for the Grade 6 trip. As decisions on the trip is also dependent on what the teachers want, Nabanita requested that it be brought up at the staff meeting.

- d. **OCASC** – Hacene Oukacine provided a summary of the OCASC meeting. Of note:
- On subsidies on special programs, none of the other OCASC members had any similar by-laws. On Grade 6 trips, not many other schools do a trip for the Grade 6 class. One school did the Carleton U program which is about \$40/student.
 - There was a presentation on the proposed changes to the French immersion program with a lot of debate and concerns during the Q&A after the presentation. The consultation dates have been extended and they are encouraging people to provide feedback and participate in a survey in December.
 - **MOTION:** Motion to appoint Hacene Oukacine as OCASC rep for school council. Moved by Imbaw Storer; seconded by Caroline Matt; passed.

8. Other Business

- a. **Subsidies for Special Programs** – Kristi Squires reviewed the draft policy. Funds have been set aside for this program. It was agreed that any special events/programs that are run by a 3rd party during the school day will be acceptable for subsidy, but special events/programs run by 3rd parties outside of school hours will not be eligible. RPPS directed or supervised fee-based programs will be eligible whether during or outside of school hours (such as ski club, milk/pizza program, etc). Families requesting subsidies through this program will contact Shari Brodie. No cap will be placed per family for now and will see how it goes. The final policy will be posted on the website.
- MOTION:** Motion to approve proposed subsidy and the funding model associated with it. Moved by Sean Flynn; seconded by Caroline Matt; passed.
- b. **School Clothing** – Caroline Matt provided a demo of the online clothing store. The online payment system works and the money goes into the school account. Caroline and Melissa Reeves looked into 2 clothing suppliers - the recommendation is to go with Brymark as there is no appreciable price difference between the 2 suppliers, and Brymark already has a relationship with the school as well as the school artwork. A policy has also been created for the online store concerning shipping, returns, privacy, security, etc. Caroline mentioned that, for the wool hat, the school artwork has to be embroidered on which is an additional one-time cost of \$180 for the embroidery tape.
- MOTION:** Motion to authorize \$180 to create the embroidery and to go with Brymark. Moved by Imbaw Storer; seconded by Sean Flynn; passed.
- c. **Kindergarten Yard** – Caroline Matt provided an update on the Kindergarten yard. Teachers are showing a lot of interest, and worked with the consultant to modify the design slightly. The design is now being updated to include the feedback from the teachers. The due date for the plan has been extended from November 30th to January 15th, but they are still pushing to get it done earlier.
- d. **Parent's Library** - Money has been spent and books have been ordered. Shari Brodie mentioned that any recommended titles can be passed on to her to add to the list. Donations are also welcome.

9. Adjournment

Meeting was adjourned at 8:50pm.