

RPPS School Council Meeting Minutes

November 14, 2017 – 7 PM, RPPS Library

Participants:

David Mackie, *Chair*

Candace Amis, *Vice-Chair*

Nicole White, *Treasurer*

Laura Charlton, *Secretary*

Melissa Bulmer, *Volunteer Coordinator*

Janelle Sauvageau, *OCASC Rep*

Christina Leadlay, *Book-Fair Chair*

Imbaw Storer, *Past Chair*

Éric Grenon, *Member at Large*

Hacene Oukacine, *Member at Large*

Linda Lee, *Member at Large*

Sheila Sugavanam, *Member at Large*

Hazem Abu-Dalfa, *Member at Large*

Katia Sioufi Guarna, *Principal, RPPS*

Heather Gordon, *Teacher, RPPS*

Regrets: Amy Young, Janelle Sauvageau

1. Approval of / Additions or Changes to Agenda;

Agenda approved.

Moved by Nicole White; seconded by Imbaw Storer; carried.

2. Approval of October 10, 2017 Minutes;

Change: Action item a) for Melissa Bulmer to meet Jane Hooker removed.

Moved by Christina Leadlay seconded by Imbaw Storer; carried.

3. Business Arising from Minutes / Review of Action Items;

a) Removed.

b) Compile a list of events & potential volunteer roles for Melissa. **Complete.**

c) Science Night Scheduling. **Ongoing.**

ACTION: Janelle to help Jane organize and check April 2018 availability.

d) Formation of Grant Committee (David Mackie, Emily Moyo). **Deferred.**

ACTION: To be addressed at next Council meeting.

e) Representative still needed for Council Track & Field Committee. **Deferred**

ACTION: To be addressed at next Council meeting

4. Council Teacher, Non-Teacher and Community Rep(s);

Update by Heather Gordon

Kindergarten

- Remembrance Day
Major Bill Salminen (Hannah's dad in the Panda class) spoke to all of the Kindergarten children at assembly. Children had excellent questions for him including the importance of the number 11, why we wear the poppy, the meaning of a free country, of peace and details on his uniform.
- Scientist in the School Workshop – November 21st
Two classes participating in a Winter Wonders Workshop. Other two classes doing a Simply Marvelous Machines Workshop. Heather Gordon thanked Council for funding these Workshops!
- Learning Buddies
Students are enjoying being paired up with an older student once a week to do various learning activities such as reading, scavenger hunts, building challenges etc. The students love it and it allows the older children to be leaders.

Primary

- Lego Robotics Club
Session 1 wrapping up this week. New session starting next week for grades 1-3.
- Metro Fieldtrip
Grade 1's went to Metro and had a great visit. A big thank you to Mr. Steinberg.
- MacSkimming Outdoor Education Centre
Grades 1 + 2 will visit on November 29th.
- Upcoming Clubs
Reading Club, Dance Club
- Drummers Workshops
Workshops happening this week. Thanks again to Parent Council.

Junior

- We Day Ottawa, November 15th, Canadian Tire Centre
18 grade 5/6 students will be attending.
- Scientists in Schools Workshop
Grade 6 EFI Workshop happening 1st week of December
- Borden ball
Tryouts for grades 4, 5, 6 ongoing. Tournament information coming soon.

- Ukuleles
The ukuleles are being used in many classes. Thank you to Parent Council for purchasing.
- FAIR Club
FAIR club raised over 380 items as part of the “We Scare Hunger” campaign for the Rideau Rockcliffe Community Resource Centre food cupboard.
- Holiday Sale
Families will be asked to donate gently-used items towards the School’s Holiday Sale happening in the last week on Friday before the Xmas holidays.

5. Chair’s Report

- **Book Fair 2017**
 - A great success. David Mackie thanked all volunteers and presented Christina Leadlay with flowers thanking her for all her hard work.
- **Child, Adolescent, & Family Centre of Ottawa (CAFCO) Workshops**
 - A list of CAFCO workshops were circulated.
 - Katia Sioufi Guarna and Heather Gordon identified workshops of interest.
 - Imbaw Storer suggested exploring a collaboration with Manor Park (similar to a previous math workshop).

ACTION: David Mackie to find out how much the CAFCO workshops cost.

- **OCDSB Parent Conference 2017**
 - Saturday, November 18th – 8.30am – 1.30pm,
Sir Robert Borden High School (131 Greenbank)
 - Keynote Speaker Dr. Karyn Gordon
 - A free event and everyone is welcome.
- **Inequity in Parent Fundraising Workshop**
 - November 29th – 7.00pm – Lisgar Collegiate Cafeteria
 - Erica Braunoval in collaboration with trustee Shawn Menard of Rideau-Vanier/Capital Ward
 - Good to have school representation here.

ACTION: Let David Mackie know if you can attend.

6. Principal’s Report

- **5 Year Technology Plan**

- This plan will aim to have one device for every four students (by year 3), a Chromebook provided to every teacher and older computers and laptops replaced.

- **School Cash Online**

- OCDSB rolling this out which provides a convenient way to pay online for school items for e.g. yearbooks and class trips.
- RPPS will have this functionality once it has been added to the Board website hopefully by mid-December.
- A campaign to get parents and guardians to register will follow soon.

- **Tree Donation**

- There was no objection for a Xmas tree (Holiday tree) to be donated to the school.

- **Holiday Basket Program**

- TBC.

- **Holiday Concerts**

- Dates TBC.

7. Updates

a) Treasurer – Budget

No changes since last update. November Budget report was circulated.

b) Book Fair Chair

- The Chair thanked everyone including RPPS's principal, staff, custodial team, Book Fair Standing Committee, School Council, families and volunteers for helping make Book Fair a tremendous success!
- Special thanks to Linda Lee and Melissa Bulmer for organizing Grade 5 and 6 students and for recruiting volunteers.
- Gross income: \$66,036 of which used book sales grossed \$52,000.
Total expenses: \$13,154
Profit: \$52,782
- Volunteer Thank-You Party, Monday, 20th November, 7.30-9pm.
Adult volunteers welcome to join for refreshments and wine.
- Book donation bins will remain closed until spring 2018.

- Key roles to be filled:
Parent Volunteers, Book Donation Team Lead (David Mackie stepping aside from that role), Administration (i.e. secretary), and Volunteer Coordination.
- Next Book Fair Meeting:
Thursday, 7th December at 7pm in the library. All parents welcome.
- Christina Leadlay will remain Book Fair Chair

c) Volunteer Coordinator

No update.

d) OCASC Representative

- Janelle Sauvageau attended the OCASC General Assembly Meeting in October.
- Topics discussed included filling posts on the executive: Membership, Treasurer, and Secondary School Council Chair.
- Emphasized need for school to keep parent/kid contact details updated following an incident in the Glebe:
<http://www.cbc.ca/news/canada/ottawa/glebe-school-gun-charges-1.4364193>

e) New RPPS Site

- The New RPPS website has gone live and is accessible and compliant with Ontario web accessibility standards. Heather Gordon and Katia Sioufi Guarna can currently edit the site and more staff will be trained by Business & Learning Technologies. Not all content is editable though and some sections for e.g. staff lists cannot be updated unless specifically requested through Business & Learning Technologies.

8. Other Business;

a) Principal's Profile

- Katia Sioufi Guarna presented an updated Principal Profile, a document drafted by the School Council and referred to by the School Board when considering school principal selection. Motion to approve Principal Profile as presented.
Moved by Nicole White; seconded by Christina Leadlay; carried.

a) Book Fair Grants

- The Book Fair Sub Committee will discuss at the next BFSC meeting and provide guidance to Council.

c) Spirit Clothing Drive

- David Mackie reported that all is set up and ready to go for the Spirit Clothing Drive.
ACTION: Looking for someone to work with Caroline on the Drive.
- Nicole White has volunteered to take on organizing Grade 6 shirts.

d) Rink Project

- Stakeholders meeting held on 31st October. OCDSB voiced concerns regarding the rink's location causing line of sight issues and increased stranger activity around school property. The project is supported by Hosers, a local community group and the City.
- Any cost implications to relocate the field, and track if possible, are unclear.
- A map and architectural design, with pavilion location rationale, was circulated and discussed. The proposed rink is slightly larger than the current one.
- Katia Sioufi Guarna suggested that supervision would be easier if the School could have complete control of the site during school hours (City owns almost 40% of the traditional play field). Having signage to indicate this could help.
- Alternative designs that would preserve the track have been requested.
- A Working Group has been set up with 6 stakeholder members to work on ongoing issues as the project continues.
- Construction is scheduled to begin at the start of the summer holidays 2018 and take around 4 months.

9. Adjournment; 8.30pm

Next Meeting: Tuesday, December 12, 2017 – 7 PM, RPPS Library