

RPPS SCHOOL COUNCIL DRAFT MEETING MINUTES

March 21, 2017

PARTICIPANTS:

Imbaw Storer, Chair
Candace Amis, Vice Chair
Caroline Matt, Past Chair
Kristi Squires, Secretary
Jane Hooker, Volunteer Coordinator
David Mackie, OCASC Representative
Hacene Oukacine, Member at Large
Linda Lee, Member at Large

Laura Charlton, Member at Large
Éric Grenon, Member at Large
Shari Brodie, Principal, RPPS

REGRETS:

Roxan Clark, Member at Large
Heather Gordon, Teacher Representative
Nicole White, Treasurer
Christina Leadlay, Book Fair Representative

1. APPROVAL OF AGENDA

Agenda was approved. Moved by Kristi Squires; seconded by Laura Charlton; carried.

2. APPROVAL OF FEBRUARY 13, 2017 MINUTES

Minutes were approved with one minor change (Megan Brady is currently listed as "Parent Representative"; change to "RCCC Representative"). Moved by Linda Lee; seconded by David Mackie; carried.

3. BUSINESS ARISING FROM JANUARY 10, 2017 MINUTES

OUTSTANDING ACTION:	Nicole White to draft wording for sign that indicates times during which the Kindergarten Yard is available for public use.
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4. CHAIR'S REPORT

Imbaw Storer made mention of a number of issues, as follows;

- \$7K was raised during the recent dance-a-thon. RPPS FAIR club was thanked for taking the lead and the contributions from several Council members were recognized.
- School Board Trustee Chris Ellis will be presenting a motion to the Committee of the Whole about changing the catchment areas for Lisgar Collegiate to allow students from Manor Park, Overbrook and Vanier to attend Lisgar instead of Gloucester High School and, to accommodate increases, redirect any gifted students who would currently attend Lisgar to switch to the school, with a gifted program, located closest to them.
- Having spoken with Greg Thorpe, Imbaw advised that creating more formal RPPS Parent Council email addresses is indeed possible, as is creating a blog type page on which communications and Council updates for the parent body will be posted.

- Council will continue to manage its own website; however, Caroline Matt did agree to contact the Board to find out what the capacity of the OCDSB's website is.

ACTION: Caroline Matt to contact the Board to find out what the capacity of the OCDSB's website is.

- The Nomination Committee for the RPPS 2017/2018 Parent Council must be in place by the end of April 2017. Members recommended that Gillian Campbell and Abby DeWolfe be asked to form the committee again for 2017/2018.

ACTION: Imbaw Storer to contact Gillian Campbell and Abby DeWolfe and ask if they'd be willing to form the RPPS Parent Council Nomination Committee again for the 2017/2018 calendar year.

- OCDSB issued a memorandum on March 3, 2017 entitled "OCDSB 2017 Community Member Recognition Awards Program" seeking nominations for a number of different awards. Nominations must be submitted no later than 1600 hours on April 18, 2017.
- Weeplanit was mentioned as a possible fundraising mechanism to help pay for school outings and workshops. Shari Brodie noted that pursuit of this mechanism is not required given all the other fundraising events that occur at RPPS.
- Vice Chair Candace Amis noted that she has contacted each of the author's in attendance for the 2015/2016 Author's Workshop, but is still looking to confirm additional author's and/or illustrators for this year's event. The Workshop will take place on May 3rd for Grades 1-5 students and on May 4th for Grade 6 students. The Workshop for Kindergarten students will likely take place on May 3rd.

5. PRINCIPAL'S REPORT

Shari Brodie made mention of a number of issues, including:

- Kindergarten registration to date remains low. If such remains in the weeks and months to come, Shari informed that she will ask the Board to remain cognizant of what happened this year.
- In terms of teachers, most will likely remain teaching the same grade they taught this year. One portable remains vacant, should there be a need to add an additional class.
- The Grade 6 graduation trip has been organized and planned and information concerning such will be provided to parents in mid-April. Should parents wish, special insurance can be purchased for the trip.
- Grade 6 students have begun planning their legacy project, which will be comprised of 3 or 4 paintings to be placed together and based on the reconciliation project. It was noted that Algonquin Elder Albert Dumont from Kitigan Zibi Anishinabeg had been in to speak to them about the Algonquin territory – past and present – and daily life.

- RPPS boys and girls volleyball teams both had a successful year; the boys placed second and the girls third. Basketball will get started in a couple of weeks; coaches are still being sought (only Quinn Keenan has confirmed).
- Fifteen chrome books, three bins and two robotics kits have been purchased for classrooms. A robotics club will soon be initiated.
- Books continue to be ordered for classrooms and the library. A number of French books were purchased during a recent sale in Hull.
- Heather Gordon and Normand Gaudreault (retired) are currently working on the Year Book.

6. UPDATES

Treasurer

Nicole White advised that dance a thon donations totaled \$7914.56. Prizes and expenses totaled \$851.99; hence, a profit of \$7062.57 remains. Shari has yet to take the winning student and two friends to The Works for lunch, but informed that she has a coupon for two, so the profit total will remain over \$7.K

ACTION: Caroline Matt to advise teachers Amber Clement and Catherine Bickford of profit total and acquire information re how FAIR plans to donate the money.

Nicole advised that the actual expenditure for Tradansa in the budget (\$3,555) is correct, however, stated that the amount recorded in the related motion in the Final December 13, 2016 minutes was \$200.00 short. She therefore advised that a motion to change the amount recorded in said minutes is required.

MOTION: That the motion in the minutes of December 13, 2016 be changed to reflect \$3,555 in actual expenditures for Tradansa. Motion moved by Nicole White; seconded by David Mackie; carried

Volunteer Coordinator

Jane Hooker noted that she and Imbaw have been working together to put together a description for the role of class parent – one that is comprehensive, and another that summarizes role highlights and is appropriate for sharing. Once complete, the descriptions will be shared with Council members and teachers for input. Discussions will also take place with teachers concerning the value that class parents can bring, and areas in which they may be able to address gaps. Shari suggested that Jane speak with them at an upcoming staff meeting.

Jane reiterated that Joni Hamlin is coordinating Grandparents' Day and Candace Amis is coordinating the Author's workshop. She informed that she has emailed both Joni and Candace to determine their volunteer needs for these events.

OCASC Representative

David Mackie provided an overview of agenda highlights from the February 16, 2017 OCASC meeting, as follows:

- Email secretary@ocasc.ca with things Council members would like to see on the OCASC website.
- How to improve parent/council involvement
 - Diversity - how to include Ethnic, LGBTQ, etc.
- Language development - child readiness
- Immersion
 - How immersion impacts education statistically
- Calming techniques - childhood anxiety
 - "Friends for life"
 - Mastermind
 - Natural Heart approach
- Outcome of Western Area Review
- Chalk it Up
 - Lunch lady/lunch programs - as a fundraiser - when is the money transferred to the school.
 - Rules for third party/non-profit businesses in schools.
 - Criminal record checks /police record checks for volunteers/treasurers on school council - process to avoid abuses
 - Push back from parents for food fundraisers. Other fundraising activities could include:
 - Scholastic book fair
 - Fun day (bouncy castles, food trucks, etc.)
 - dances/photo booths/run for fun/silent auction
 - QSP magazine subscriptions
 - Coding for kids - 'Hatch Canada' (<https://hatchcanada.com>)
- Next meeting - March 23rd, outcomes of various reviews.

Book Fair Chair

While Christina Leadlay was absent for the Council meeting, she did provide a written brief, which Imbaw presented, as follows:

- A Meet and Greet was held in the school library on February 16, 2016. While turnout was low, one new parent volunteer was acquired.

- Approximately 200 boxes of books was acquired from the Kanata Book Fair on February 25, 2017. Very good volunteer turnout to help collect and put boxes into storage.
- The Book Fair Standing Committee met on March 7.
- Still looking to fill some key committee positions, including chair, administration team lead and book bin team lead.
- Need to purchase a new Book Fair Volunteer Plaque, the cost of which is approximately \$200.
- Book bins at the front of the school will remain closed until April 1, 2017.
- A sort night will take place in mid-May. The children's book drive will likely take place at the end of April.
- Name the Theme contest is underway. On March 7, 2017, the committee narrowed the list of possible themes, as submitted by the students, down to five: Chronicles of Narnia; Lemony Snicket: A Series of Unfortunate Events; Mythology; Roald Dahl; and Science Fiction. Final theme to be announced.
- Lemon Catering has agreed to provide hot food for the Book Fair cafe again this year. Last year was the first time this was outsourced, and with great success. Lemon Catering is run by RPPS parent Tara McKenzie.
- Bookkeeping update: Grossed over \$70,000, including sponsorships. Gave \$51,000 to RPPS. Expenses were \$16,500. Balance in the bank: \$17,600.
- Next Book Fair meeting is scheduled for April 25.

7. OTHER BUSINESS

- Brief discussion ensued about Book Fair Grants and the application process related to such. Imbaw Storer reviewed contents of a 2015 memo written by former Book Fair Chair Joni Hamlin to the RPPS Parent Council. It was agreed that Council will continue to follow the procedures outlined within, in terms of limiting applications to the number of grants available; with RPPS feeder schools Queen Elizabeth and York Street given special consideration and providing monies to schools in need.
- The 2017 Schedule of Events was reviewed. Given the large number of international students that attend RPPS, it was agreed that the 2017/2018 Schedule of Events would include something like a multi-cultural potluck.
- A question was raised about third party after-school programming. Shari noted that, while often approved, OCDSB staff presence is required.

8. ADJOURNMENT

Meeting was adjourned at 1936hours.

Minutes prepared by Kristi Squires.