

RPPS SCHOOL COUNCIL MEETING MINUTES

May 9, 2017

PARTICIPANTS:

Imbaw Storer, Chair
Candace Amis, Vice Chair
Caroline Matt, Past Chair
Nicole White, Treasurer
Kristi Squires, Secretary
David Mackie, OCASC Representative
Christina Leadlay, Book Fair Representative
Jane Hooker, Volunteer Coordinator
Hacene Oukacine, Member at Large
Laura Charlton, Member at Large

Linda Lee, Member at Large
Éric Grenon, Member at Large
Shari Brodie, Principal, RPPS
Heather Gordon, Teacher Representative
Jason Fisher, RCCC Representative
Joni Hamlin, Parent Representative

REGRETS:

Roxan Clark, Member at Large

1. APPROVAL OF AGENDA

Agenda was approved. Moved by Kristi Squires; seconded by Linda Lee; carried.

2. APPROVAL OF APRIL 11, 2017 MINUTES

Minutes were approved. Moved by Laura Charlton; seconded by Nicole White; carried.

3. BUSINESS ARISING FROM APRIL 11, 2017 MINUTES

- Work in relation to the Kindergarten Yard sign remains in progress.
- Caroline Matt spoke with OCDSB re RPPS website. One school within the Board is using an online payment function; Caroline will follow-up with said school once name of school is provided. OCDSB will get back to Caroline re website updates, etc.
- The RCCC Meal Program remains a pilot and is currently being offered to kindergarten and school-aged children at the daycare. RCCC is open to food suggestions, as well as suggestions concerning logistics from RPPS teachers and parents.
- Joni Hamlin has been provided with information concerning missing grade 6 photos.
- Completion of literacy grant memo template is underway and cheques will soon be provided to recipient schools.
- A volunteer has been identified to script text for legacy project.

4. CHAIR'S REPORT

Within his report Imbaw Storer:

- Acknowledged and thanked those involved in organizing and facilitating the very successful Author's Workshops (namely Candace Amis) and Grandparents Day (namely Joni Hamlin).
- Advised that Mme. Katia Soufi will be RPPS' next principal.
- Noted that an article recently appeared in an OCDSB Newsletter advising that Board insurance does NOT cover bouncy castles; hence, if a bouncy castle is acquired for a school event, council must ensure the vendor has liability insurance and that the bouncy castle is Technical Safety Standards Authority (TSSA) certified. The vendor is responsible for installing and running the bouncy castle. Principals and school council representatives are cautioned not to sign any agreement accepting all liability.
- Relayed that the District has completed a review of issues relating to the loss of school council funds at Leslie Park Public School. The review identified that:
 - There is a need for more training, resources and supports for school administrators and school councils, including chairs and treasurers, on overseeing school council financial practices;
 - The District should consider strategies to reduce cash handling in schools;
 - The current school council finance policy assigns an oversight responsibilities to principals, which is difficult if the school council banks separate from the District. This could be addressed through a review of the current school council financial policy to consider a requirement that all schools bank through the District;
 - There is a need for more consistent practice in how suspected thefts are investigated once reported. This could be addressed by the development of a procedure on the steps to be taken when a loss of school council funds is reported – including process, roles, responsibilities, communications, conditions for restitution, etc.
- Advised that he and Shari again spoke about concealing the bunker. A representative from RPRA and the Board landscaper will meet to devise a plan that appeals to all.
- Noted that Joni Hamlin developed a spreadsheet for planning purposes in relation to the Children's Festival.

5. PRINCIPAL'S REPORT

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

- Informal discussions have taken place between she and Katia Soufi. Shari noted that Katia has been at Vincent Massey for the past 6 years.
- EQAO is quickly approaching. She has met with teachers concerning the schedule and need for supply teachers.
- Students in grades 4-6 will complete the online "Our SCHOOL" survey on May 10, 2017. It is voluntary, confidential, and takes approximately thirty to forty minutes to complete. Students are asked to answer questions related to school climate and safety, bullying, perception of school, sense of belonging, and their background, including age, gender, and ethnicity. The data from this survey will be used to help school staff develop strategies to prevent bullying and to promote safe and inclusive schools.
- A message was sent out to the parent body on May 9, 2017 concerning RPPS' School Garden Clean-Up on Saturday, May 13th from 1000-1200. Parents and children are needed to:

- Clear the butterfly garden, take out weeds, add soil;
 - Lay down new geotextile and mulch in the Spirit Garden;
 - Cut back weeds in the front of the school;
 - Cut back weeds and unwanted plants in the garden between portable 4 and 5;
 - Pick up trash in the plants around the parking lot; and
 - Prepare planters for the front of the school and the portables.
- A meeting will soon take place concerning the rink installation. A member of the Board will be present, as will two community members.
 - The boys and girls basketball tournaments will take place on May 17th and 18th respectively.
 - A whole school photo (photographed from the roof-top) will take place on May 18th.
 - Year Books are expected to be ready for distribution on June 16th. 184 year books were ordered.
 - Heather Gordon relayed that she and Madame Clement met with interested grade 6 students on May 8th to discuss the legacy project, and planning re canvasses.

Treasurer

Nicole White informed that only a few changes have been made to the budget. Cheques have been penned for the Children's Festival and technology purchases. Revenues for pizza and milk will be updated prior to next council meeting.

Volunteer Coordinator

Jane Hooker relayed that she had planned to speak with teachers about class parent volunteers during a recent staff meeting; however, said staff meeting was postponed due to the floods. She will speak to teachers during the week of May 15th.

During this agenda item, Jane took the opportunity to address a concern stemming from Grandparents Day (how to better manage children that don't have grandparents present such that they feel more included). Brief discussion ensued concerning same, including the possibility of scaling this event back. It was agreed that this issue would be discussed in a more fulsome manner during a council meeting in the 2017/2018 school year.

ACTION:

Council to discuss ways in which Grandparents' Day can be more inclusive for all children (including those that do not have grandparents present) in the 2017/2018 school year.

OCASC Representative

David Mackie provided an overview of agenda highlights from the April 20, 2017 OCASC meeting. He noted that the AGM will take place on May 18, 2017; and that the District budget will be presented to the Committee of the Whole on May 30, 2017. He also spoke briefly about school council funds in relation to schools that are closing (monies reportedly follow the students); the Alternative School Program (enrollment is said to be decreasing; the District will issue a memo concerning this program before the end of May 2017), PRO Grants (the deadline for applications in May 25, 2017); and Learning Commons (some schools are downsizing their libraries and creating larger, more dynamic learning spaces).

Book Fair Chair

Christina Leadlay provided a Book Fair status update, as follows:

- The Book Fair Standing Committee Meeting took place on April 25, 2017, at which she was nominated and appointed as Book Fair Chair, effective at the start of the 2017/2018 school year.
- At present, only the Administration Team Lead and Co-Chair positions remain vacant.
- A Children's Book Drive will occur between May 29 and June 2, 2017; a general sort night will take place on June 8, 2017.
- A large donation of quality books (30 boxes) was recently received; approximately 80 boxes of leftover books was acquired following the Rockcliffe Park Public Library Book Sale.
- Book Fair's budget will be approved during the June 13th, 2017 council meeting.

6. OTHER BUSINESS

- Although Council opted not to put forth an application for the 2017/2018 PRO Grant cycle during its meeting on May 9, Jane Hooker has since agreed to develop and put forth an application.
- Caroline Matt advised that she is hoping another Council member will assume the lead for developing/printing the 2017/2018 School Directory. It was noted that she will work with whomever puts their name forth. If no names are put forth, straws will be drawn!
- Caroline Matt provided brief update with respect to BBQ planning. She noted that volunteers will be required to shop during the week of and day of, set up, work during the event, and clean up. She noted that registration will again take place online.

7. ADJOURNMENT

Meeting was adjourned at 2030 hours.

Minutes prepared by Kristi Squires.