

RPPS SCHOOL COUNCIL MEETING MINUTES

November 8, 2016

PARTICIPANTS:

Imbaw Storer, Chair
Caroline Matt, Past Chair
Kristi Squires, Secretary
Nicole White, Treasurer
Joni Hamlin, 2015/16 Book Fair Chair
David Mackie, OCASC Representative
Éric Grenon, Member at Large
Hacene Oukacine, Member at Large
Linda Lee, Member at Large

Shari Brodie, Principal, RPPS
Pablo Castro, Parent
Allison Fraser, RCCC Council Representative

REGRETS:

Candace Amis, Vice Chair
Jane Hooker, Volunteer Coordinator
Roxan Clark, Member at Large
Heather Gordon, Teacher Representative
Laura Charlton, Member at Large

1. APPROVAL OF AGENDA

Minutes were approved. Moved by Joni Hamlin; seconded by Nicole White; carried.

2. APPROVAL OF OCTOBER 11, 2016 MINUTES

Minutes approved, with minor amendment (i.e., change 14 kilograms of garbage to 14,000 kilograms of garbage under section entitled "Principal's Report"). Moved by David Mackie; seconded by Linda Lee; carried.

3. BUSINESS ARISING FROM OCTOBER 11, 2016 MINUTES

Action items arising from October 11, 2016 minutes were completed, as follows:

- Imbaw Storer acquired email addresses of community association Presidents, and sent advance RPPS School Council meeting notification to them.
- Imbaw Storer facilitated scheduling of meeting between School Trustee Chris Ellis, Council and parent body.
- Nicole White provided David Mackie with \$35 cheque to cover OCASC annual membership fee.
- Jane Hooker and Laura Charlton were in midst of organizing opening ceremony for Kindergarten Yard, and inviting community members, as appropriate.
- Jane Hooker sends, on ongoing basis, draft messages destined for transmission to parents to Shari Brodie, who distributes, as appropriate.

OUTSTANDING ACTION: Caroline Matt to arrange for clothing drive order forms to be disseminated.

Shari Brodie to determine technology needs of each classroom, and determine how technology previously purchased with Council-raised funds is being used. Report to be provided to Imbaw Storer.

Shari Brodie to poll teachers to determine interest in acquiring a class parent volunteer and report back to Jane Hooker

Jane Hooker to meet with Caroline Matt, Joni Hamlin, Candace Amis, and Imbaw Storer to discuss the volunteer coordinator role, and related action going forth.

4. BOOK FAIR CHAIR UPDATE

Joni Hamlin reported that Book Fair had another incredibly successful year. She noted that revenue to date was approximately \$62 K, and that another \$5K is expected from sponsorships. Café sales, including hot food, totaled approximately \$5800, half of which will be paid out to the caterer. Used book sales totaled approximately \$52 K (about 40,000 of 50,000 books were sold; the remaining 10,000 books will be donated and/or given away). Details with respect to expenses were not provided; however, Joni noted that a final report will be submitted to Council for review in advance of the next meeting.

ACTION: Joni Hamlin to author and provide Final Book Fair report to Council for review and accountability purposes.

Joni was presented with a beautiful bouquet of flowers as a token of thanks and appreciation for all her hard work and leadership over the past three years as Book Fair Chair.

5. CHAIR'S REPORT

Imbaw Storer provided an overview of discussions that took place during the meeting organized between School Trustee Chris Ellis, Council and the parent body concerning the Eastern Secondary Review. He relayed that Trustee Ellis reported that he would not be advocating for RPPS students to go anywhere but Lisgar Collegiate. Imbaw informed that discussion then focussed on the Gifted Program at Lisgar.

Imbaw advised that OCDSB will be doing a review of its Elementary School Program Framework next year, and that configuration models and program offerings may be impacted. Nicole White suggested that Council inform RPPS staff, the parent body, and surrounding community members that feedback can be provided to the OCDSB by way of completing a survey.

ACTION: Imbaw to arrange for message to be sent to RPPS staff, the parent body, and surrounding community associations to inform that feedback can be provided to the OCDSB concerning the Elementary School Program Review by way of completing a survey.

Imbaw informed that RPPS' Librarian has asked that Council do what it can to promote the Parent Lending Library and the resources therein.

ACTION: Joni Hamlin to forward list of available books to Imbaw.

Imbaw Storer to send message to parent body concerning the Lending Library and resources therein.

Shari Brodie to regularly showcase Lending Library books and resources in her communications with the parent body.

6. PRINCIPAL'S REPORT

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

- Book Fair – sincere thanks and gratitude was extended to Joni Hamlin, her army of volunteers, and Council, for organizing and executing another successful Book Fair. Shari noted how impressed Superintendent Buffone was with the operation, and referred to such as “a well-oiled machine.”
- Kindergarten Staffing Update and Program Changes – four full-time Kindergarten teachers have now been hired. The program model has recently been altered, in that one full day of English instruction is provided, followed by one full day of French Instruction. Shari and implicated teachers feel that this model will better serve the children. Children move between the English classroom and French classroom on alternate days.
- WE Day Ottawa 2016 – 18 RPPS students and two staff will join WE at the Canadian Tire Centre on November 9, 2016, at which tens of thousands of youth will celebrate a year of action that transformed communities and changed lives. Food items collected at RPPS will be delivered to the Rideau-Rockcliffe Food Cupboard.
- Progress Reports – Progress Reports will be sent home with children on November 10, 2016. Parent-Teacher interviews will take place during the evening of November 17th and morning of November 18th.
- Halloween Aftermath – a number of picnic tables were pulled out of the ground and tossed on Halloween evening. Pictures were sent to Security at the Board and a police report was filed. Additional lights and security measures (including more frequent police patrols and walk-about) have been requested.
- Renovations – discussions with Miro Valla (Manager, Facilities, OCDSB) and Superintendent Buffone continue with respect to kitchen renovations and other school enhancements.

- Author Visits –Ashely Spires, author of Small Saul, will be visiting RPPS on November 11, 2016. All students will receive a complimentary copy of her book. As part of TD Canadian Children’s Book Week, Alison Hughes, author of Lost in My Backyard, will also be visiting RPPS. TD Canadian Children’s Book Week connects Canadian authors and illustrators with children and teens across Canada. Tour participants speak to their audiences about the pleasures of reading and the delights of Canadian children’s books through their presentations and workshops. Meeting authors, illustrators and storytellers can be a turning point in a child’s life, inspiring a lifelong love of reading.
- Chrome Book Security Breach – a Chrome Book security breach took place in one of RPPS’ classrooms. The chrome book was closed without the user logging off. A subsequent user proceeded to send a series of inappropriate messages from the previous user’s account. The issue is being dealt with seriously by involved parents, teachers, and the Principal. OCDSB IT Security Staff will be making requisite administrator changes on the chrome books to ensure that a similar incident does not occur in the future. Pablo Castro, a parent in attendance whom works for Google, volunteered to assist Shari / OCDSB to address the problem.

7. UPDATES

Treasurer

Nicole White informed that, aside from Book Fair revenues and expenses, as well as several Teacher Enrichment expenses, there is not much to report in terms of the budget. The pizza and milk programs continue to occur on a weekly basis.

Given that Council has opened up its own bank account, Council-related transactions will no longer need to go through the school’s account. Nicole noted that this will be a welcomed change by front office staff!

Volunteer Coordinator

Given Jane Hooker’s absence, an update with respect to this item will be provided at the next Council meeting.

OCASC Representative

David Mackie noted that he attended an OCASC meeting on October 20, 2016, at which a presentation was made about the development of a Complaint Resolution Policy. The Policy will clearly lay out how parents can bring complaints to the Board and will be posted on the OCDSB website (<http://www.ocdsb.ca>) on October 21, 2016.

As an OCASC member, David informed that he will be attending the People for Education’s Annual Conference, entitled Making Connections, in Toronto on November 12, 2016. All expenses will be covered by OCASC.

As mentioned during the last Council meeting, David relayed that a School Council Training Day will take place on Saturday, November 19th, from 0830 to 1230 hours. The training day will include workshops on a variety of topics, including school council finances, well-being, and learning.

The next OCASC assembly meeting will take place on Thursday, November 17, 2016.

8. OTHER BUSINESS

Kindergarten Yard Official Opening Ceremony

Imbaw Storer noted that the official opening ceremony for the Kindergarten Yard will take place on Monday, November 14th, and will be attended by Councillor Tobi Nussbaum and OCDSC Superintendent of Instruction Pino Buffone. Council members were encouraged to attend, schedules permitting.

Other

It was noted that **Green Tea Photography** may be willing to provide photography services for School and Council events.

Imbaw Storer informed that he spoke with the City's Zoning Department, and has confirmed that a permit was not necessary to erect the 108 square foot bunker adjacent to the Kindergarten yard. Notwithstanding the aforementioned, beautification of the area will take place at some point in the future. Budget monies have been allocated accordingly.

Brief discussion ensued about a University of Ottawa student that is interested in producing a film about the making of Book Fair.

ACTION: Imbaw Storer to forward the production agreement he has received from the above mentioned University of Ottawa student to Council for review.

It was agreed that Council is unable to facilitate the carpooling of students, as personal information cannot be disclosed.

9. ADJOURNMENT

A motion to adjourn at 2025 hours was moved by Imbaw Storer and seconded by Kristi Squires. Carried.

Minutes prepared by Kristi Squires.