

RPPS School Council
Meeting Minutes – DRAFT
March 8, 2016

PARTICIPANTS

Imbaw Storer, Chair	Sean Flynn, Member At Large
Caroline Matt, Past President	Kristi Squires, Member at Large
John Arnold, Vice-Chair	Roxan Clark, Member at Large
Linda Lee, Secretary	Shari Brodie, Principal, RPPS
Nabanita Giri, Treasurer	Heather Gordon, Teacher Representative
Joni Hamlin, Book Fair Chair	Dorothy Baker, Superintendent of Instruction, OCDSB
Hacene Oukacine, OCASC Representative	Marta Klepaczek, Parent

1. Approval of Agenda

Agenda was approved with one change – Item #8a Concussions to be moved earlier in the Agenda.
Moved by Joni Hamlin; seconded by Kristi Squires; carried.

2. Approval of February 9, 2016 Minutes

Minutes were approved. Moved by John Arnold; seconded by Nabanita Giri; carried.

3. Business Arising from Minutes

Joni Hamlin provided an update on the Children's Festival. Although there is a lot of interest, the teachers are not prepared to do it this year. Joni will follow up and look into having the trip next year with the whole school.

Caroline Matt contacted Mazzola and confirmed that they can send the survey to parents regarding one additional hot lunch day.

Shari Brodie confirmed that purchase of a new stove will have to go through the School Board. The cost for a fridge and stove will be \$1200. The Council can pay for this cost.

Kristi Squires contacted Sandra Boyd regarding increasing the liability amount on Council insurance and will provide further information at the next meeting.

Shari Brodie will follow up and obtain clearer numbers on the schools receiving Syrian refugees and the distribution. This will help decide which school to award the Book Fair grants.

Kristi Squires had contacted Pro Sports and obtained the proposed cost for running activities during the School Council BBQ event. This will be discussed in more detail during the Treasurer's Update.

Shari Brodie confirmed that Teacher Appreciation Day will be June 10th 2016.

4. Guest – Dorothy Baker, Superintendent of Instruction, OCDSB

Dorothy Baker, the new Superintendent of Instruction, attended the meeting and introduced herself. She provided a background of her past positions and her current focus and activities as Superintendent of Instruction.

5. Chair's Report

Imbaw Storer reported on the following items:

- The School Board Finance department has not yet provided approval for the School Council to have their own account.
- No updates have been received yet on the status of the Form 700 funding application, however we may hear something before the March Break.
- Caroline Matt consulted with Jennifer regarding online store considerations for next year. Additional forms could be submitted through the online store and Jennifer will be providing a list of possible forms.

6. Principal's Report

Shari Brodie reported on the following items:

- Regarding extracurricular activities – basketball will be starting next. The school volleyball teams did not do well in the tournament, however the students displayed great sportsmanship.
- RPPS has been invited to participate in a Right to Play workshop. Students chosen from Gr 4-6 will attend sessions on how to play right and the importance of good sportsmanship. These students will then work with Grade 1 & 2 students and show them how to play cooperatively.
- The FAIR Club is hoping to have the charities that received donations raised from Dance-a-thon to come to the school assembly.
- Teachers will be introducing Genius Hour to Grade 5 and 6. This is a new program sponsored by the Ministry of Education where students choose something they want to learn more about on any topic. Ideas can range from making a wedding cake to creating a video game. Students are given 1 hour/week for 8 weeks to work on this project and are encouraged to work on it at home as well.
- New registrations for kindergarten are still coming in with about 28 currently registered in JK. This is similar to the numbers from last year. The teaching days for French Immersion will be slightly different due to the new program, so teachers are looking to see how the schedule will work.
- Ski Club is supposed to happen tomorrow although it might be cancelled if there is too much rain.
- The exterior of the building will be repaired this summer, as well as the paving in the parking lot and the front of the building. The School Board will be paying for these repairs. The changes to the lighting in the library will be completed over March Break.

7. Updates

- a. **Treasurer** – Nabaniti Giri provided a budget update. Of note:

- The money from Dance-a-thon needs to be allocated - ¼ of the donations will go to Do It For Daron, ¼ to the Rideau-Rockcliffe Community Resource Centre and ½ will remain with the Council.
- The cost of \$1200 for the fridge and stove will come out of Kitchen Renovation.
- The Reading Resources and the field trips under Teacher/Classroom Enrichments have not all been spent yet, however a lot have come through.
- Extra money was spent for Clothing, however a minimal amount of revenue was also made leaving about \$400 surplus.
- The actuals for Pizza & Milk will come down as not all expenses have been paid.
- For the School Council BBQ event, Pro Sports can run 4 stations with different activities at each station for the duration of the event. An additional \$600 under School Council Events will be required to have Pro Sports provide these activities.
- **MOTION:** Motion to 1) allocate ¼ of the Dance-a-thon money (\$1843.81) to Do it For Daron and ¼ of the Dance-a-thon money to the Rideau-Rockcliffe Community Resource Centre; and 2) increase the amount for School Council Events to a total of \$1600 for the Pro Sport activities. Moved by Imbaw Storer; seconded by Caroline Matt; approved.

b. Book Fair Chair – Joni Hamlin provided an update on Book Fair activities. Of note:

- The next meeting will be held Thursday, March 10 2016.
- The book bin has been opened and the books are being collected. They were short members on the book bin team, but 5 new members have volunteered. Joni thanked the Council members who helped pick up the 300 boxes of books from Kanata.
- For National Volunteer Week, Joni would like to have a table for Book Fair at the school entrance.
- Students are submitting ideas for the next theme for Book Fair. The top 5 ideas will be voted on by the students.
- Some more rare books have been sold. Caroline Matt suggested using the online store to make purchasing the rare books easier.
- The Rockcliffe Library Spring Book Sale will be held April 23-24. Joni will send an email to Shari Brodie requesting access to the school to move any leftover books from the sale.
- The Authors Workshop will be held on May 4th and Grandparents Day will be held on May 6th.

c. Volunteer Coordinator - No updates; Council does not have a Volunteer Coordinator.

d. OCASC Representative - No updates; Hacene Oukacine was unable to attend the OCASC meeting.

8. Other Business

a. Concussions (moved after Item #4 in the agenda)

Marta Klepaczek spoke to the Council about improving awareness and procedures for handling concussions that occur at the school. There was discussion on improvements that could be made regarding re-entry plans for making teachers aware of students returning to school from a

concussion, ensuring Occasional Teachers are aware of the concussion protocols, as well as awareness and communication with parents, students, teachers and staff.

Dorothy Baker spoke about the Concussion Committee and the work that is being done at the School Board level. Imbaw Storer suggested putting this on the agenda next month for further discussion and a sub-committee could be formed, if needed.

- b. Dance-a-thon Wrap Up** – A task list and guide is being written with some lessons learned.
- c. 6th Grade Trip** – The Grade 6 trip to Montreal will occur on June 17th. The year-end celebration is planned for June 29th with a bowling party at MacArthur Lanes. Grade 5 parents are expected to participate. Sara Taylor is managing the Legacy Project. The students will be consulted with ideas for the project and Sara will communicate with teachers. Heather Gordon offered to coordinate and communicate with Sara on the project.
- d. Future Events** – the dates have been confirmed for the following events:
 - School Council BBQ – June 16th – Roxan Clark volunteered to take the lead and Imbaw Storer will send the task list. Pro Sports will provide activities at the event. The invoice from Pro Sports can be sent now and they will be paid the day of the event.
 - Grandparents Day – May 6th
 - Art in Bloom – Education Week
 - Teacher Appreciation Day – June 10th

9. Adjournment

Meeting adjourned at 9:19pm.