

**DRAFT RPPS SCHOOL COUNCIL  
MEETING MINUTES  
June 9, 2015**

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<b>PARTICIPANTS</b>  Caroline Matt, Chair Abby DeWolfe, Past President Imbaw Storer, Vice-Chair Kristi Squires, Secretary Shari Brodie, Principal, RPPS Joni Hamlin, Book Fair Chair Ali Asgari, Volunteer Coordinator Inge Vander Horst, Book Fair Volunteer Coordinator Marta Reyes Lipman, Member at Large Abigail Fyfe, Member at Large Nabanita Giri, Member at Large	Gillian Campbell, RCCC Parent Representative Lucie Bohac, Parent  <b>REGRETS</b> Nicole White, Treasurer Anna Zyzniewski, Member at Large Joel Berger, OCASC Representative John Arnold, Member at Large RPPS Teacher Representative

**1. APPROVAL OF AGENDA**

Agenda approved. Moved by Joni Hamlin; seconded by Abby DeWolfe; carried.

**2. APPROVAL OF MAY 12, 2015 MINUTES**

Minutes were approved. Moved by Caroline Matt; seconded by Nabanita; carried.

**3. CHAIR'S REPORT**

Caroline Matt made mention of a number of issues, as follows:

A very successful 2014/2015 Council Year. Caroline thanked all members, Shari Brodie and RPPS staff for their hard work throughout the year, and noted some of the many accomplishments, including publishing of the RPPS Directory; hosting of three PRO-Talk Workshops; facilitation of the Dance-a-Thon, Author's Workshops and Grandparent's Day; hosting of the second annual BBQ; continuation of the milk and pizza programs; implementation of the Mazzola Lunch and yoga programs; oversight of the clothing drive; and [upcoming] hosting of the teacher appreciation lunch. Caroline also relayed that Council submitted two successful applications for funding – one for the PRO grant, and the other for Kindergarten yard improvements from the City of Ottawa in the amount of \$7,500. This money will be released subject to meeting a set of conditions and will be also be matched by OCDSB. Council will submit another application to OCDSB on November 30, 2015. Teachers will determine the exact nature of the structures to be purchased.

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- Whether or not Council would like to publish another Directory in the 2015/2016 school year. It was noted that the initiative resulted in a deficit in 2014/2015, as too many were printed and printing costs were high. Shari Brodie advised that we could access OCDSB's printer and that she would make arrangements for such over the summer.

**ACTON:** Shari Brodie to make arrangements for Council to utilize the services of OCDSB's printer over the summer months.

#### **4. PRINCIPAL'S REPORT**

Shari Brodie commenced her report by extending a sincere thank you to all Council members. Caroline Matt was recognized for doing an excellent job as Chair and was praised for being a fantastic communicator. Shari stated that it has been an absolute pleasure working with such a dedicated, energetic and welcoming parent group.

Shari then made mention of a number of issues, as follows:

- Due to labour negotiations, Shari will be inputting marks for Report Cards.
- A track and field event is taking place at Cairine Wilson Secondary School on Wednesday, June 10, 2015.
- A Favorite Crossing Guard Nomination Form has been sent out. Parents and students are encouraged to nominate their favorite guard. It was noted that if the name of the guard is not known, simply mention the intersection at which he/she is located. Nomination forms will be accepted until June 15, 2015.
- A letter will be sent home to parents during the week of June 15, 2015 indicating the name of each student's teacher (and room location) for the coming year. Given the planning that has gone into the placement exercise, and the fact that parents have had several opportunities to bring forth any special concerns/requests, it was noted that only changes due to enrollment will be made.
- The school will likely be closed to all staff members and others (e.g., RCCC day care providers and children) when the air conditioning unit and windows on the second floor are replaced/repared.
- A retirement reception will take place at the Museum of Civilization on June 17, 2015 in honour of all OCDSB teachers retiring at the end of June.
- The Educational Assistant (EA) allocation at RPPS will decrease from 2.0 to 1.5 in 2015/2016. Shari and RPPS staff have expressed disappointment in relation to such, as RPPS EAs have had a huge impact on the entirety of the student body. Shari informed that a number of teachers have forwarded letters of concern to the Superintendent.
- The year book will soon be distributed to those students whom placed an order. Shari noted that M. Gaudreault was largely responsible for the production of such. Given that it is extremely labour intensive, Shari hopes that students and parent volunteers will be involved in its production in coming years.

- Lines have recently been painted on the asphalt (basketball, hopscotch, four square, and 100-metre sprint) and the track has been raked, graded, and stone-dusted.
- In terms of teacher updates, it was noted that two 0.44 Long-Term Occasional (LTO) staff will commence work in September, one of which is David Robinson (replacing Ms. Buck); the other is unknown at this time. Another full-time employee will be staffed in the Grade 5/6 split.

## **5. TREASURER'S REPORT**

In Nicole White's absence, Caroline Matt provided a quick update with respect to the budget. She noted that \$15,915.00 remains unspent (~\$2K of which remains in the Gym Storage, Equipment, Tournament Fees and Busses line object; ~ 1K in Workshops; and ~\$1K in School Wide Music Workshop. \$11,915 was not allocated). Shari Brodie noted she would follow-up with Jennifer Lamarche in the office re the first two items to see if Workshops/Sports Equipment have been booked/ordered but not yet paid for.

Council members agreed to put forth the following motion:

### **Motion:**

1. To allocate up to \$5K for library books and classroom enrichment resources. Moved by Caroline Matt; seconded by Joni Hamlin; carried.

## **6. GRADE 6 TRIP**

Gillian Campbell (mother of Ross Torrie, Grade 6 student in Mme. Clement's EFI class) provided an overview of planned graduation-related activities taking place this year. She noted that reminders would be sent out to parents concerning the Montreal Day Trip, Graduation Ceremony and Bowling Party. Gillian relayed that she has received consent forms for all 66 students that will be in attendance at the Bowling Party. With respect to the Legacy Project (moveable art mural/mosaic), Gillian informed that the tiles have been completed, fired and are ready for mounting. The project will be completed once the Work Order from the Board is received. Gillian thanked all who have been involved in the planning process, and made special mention of the exceptional contribution put forth from Mme. Julie.

## **7. COMMITTEE UPDATES**

### **BOOK FAIR**

Joni Hamlin noted that the next Book Fair meeting will likely take place on Thursday, June 11, 2015.

Council members agreed to put forth the following motion:

### **Motion:**

1. To approve the draft Book Fair Budget for 2015/2016, as presented to members on June 9, 2015.  
Moved by Joni Hamlin; seconded by Caroline Matt; carried.

## **MILK / PIZZA**

Both programs were reportedly very successful throughout the school year. It was noted that one pizza day was missed due to a Professional Development (PD) Day. In the coming year, Pizza will be served on Thursday in instances in which Friday is PD day

## **VOLUNTEERS**

Ali Asgari advised that he has identified a couple of volunteers that would like to help out with the gardens. Shari Brodie noted that Mme. Emilie plans to reach out to the Lindenlea LEAF group to determine whether or not members can assist with weeding throughout the summer. Shari also provided an update with respect to the yard and garden maintenance that will occur. Ali was provided with a sincere thank you and round of applause for all that he has done to contribute to Council over the past year.

## **OCASC**

Given the absence of Joel Berger, this item was not addressed.

## **8. TEACHER APPRECIATION LUNCH**

Brief discussion ensued concerning the Teacher Appreciation Lunch. It was agreed that the lunch would be catered by Coconut Lagoon and take place at noon on June 26<sup>th</sup>.

## **9. RPPS BBQ WRAP-UP**

Caroline Matt thanked Council for contributing to the success of this year's BBQ. Special thanks was extended to Abby DeWolfe (and her team of volunteers) and Joni and Andrew Hamlin for all their heavy lifting! Discussion ensued concerning lessons learned and the things Council should consider doing differently in 2015/2016. They are as follows:

- Online registration worked extremely well, however, deadline for registration needs to close at least one week before the BBQ to ensure food is ordered early and that several purchase trips are not required.
- Two teams of two people serving hamburgers/veggie burgers/hotdogs worked very well. Assigning people to specific tasks was effective.
- Provision of freezies was deemed an excellent idea, as it forced parents to provide email addresses.
- Pro-Sports was very well received. It was suggested that the sound system receiver be re-located outside.
- To promote efforts of Council, it was suggested that a small speech take place.

- There is a need to order more hamburger buns than burgers (we usually get more burgers than they tell you).
- There is a need to purchase two additional jugs for next year (Lindenlea loaned us two this year but will not be able to do so next year).
- May want to reconsider timing of BBQ. This year it took place directly following Education Week. Given that parents have already spent so much time at the school, it might be better if BBQ was scheduled for the first week of June.
- It was suggested that nametags be provided for all in attendance.

## 10. OTHER BUSINESS

Concerning the 2015/2016 Council, it was agreed that a meeting would be held in September to conduct elections, and that Caroline Matt and Abby DeWolfe would volunteer to form the Election Committee. A budget meeting will be held in October.

**ACTON:** Kristi Squires and Abby DeWolfe to develop Terms of Reference for the provision of program subsidies for the 2015/2016 school year and present draft to the newly elected Council in the Fall.

Further discussion ensued concerning the track. While the Board recently made some improvements to the track (it was raked, graded, and stone-dusted), Imbaw Storer reported that the Rockcliffe Park Residents Association (RPRA) is not satisfied with such. A brief history of the relationship between RPRA and RPPS was provided. It was noted that RPRA expects a \$2K contribution from RPPS every four years. Council asked that Imbaw explore whether or not a \$500 annual contribution could be provided in order to avoid a large lump sum payment every four years.

**ACTON:** Imbaw Storer to follow-up with RPRA concerning annual contribution versus lump sum contribution every four years.

Imbaw to locate signed agreement between RPRA and RPPS. Following acquisition of such, Imbaw to arrange for agreement to be attached to Council's Constitution.

## 11. ADJOURNMENT

The meeting was adjourned at 2049 hours.

*Minutes prepared by Kristi Squires, Secretary*