

**DRAFT RPPS SCHOOL COUNCIL
MEETING MINUTES
May 12, 2015**

PARTICIPANTS:

Caroline Matt, Chair
Abby DeWolfe, Past President
Imbaw Storer, Vice-Chair
Nicole White, Treasurer
Kristi Squires, Secretary
Shari Brodie, Principal, RPPS
Joni Hamlin, Book Fair Chair
Ali Asgari, Volunteer Coordinator
Anna Zyzniewski, Member at Large
Marta Reyes Lipman, Member at Large
Gillian Campbell, RCCC Parent Representative

REGRETS:

Joel Berger, OCASC Representative
RPPS Teacher Representative
Abigail Fyfe, Member at Large
John Arnold, Member at Large
Nabanita Giri, Member at Large
Inge Vander Horst, Book Fair Volunteer
Coordinator

1. APPROVAL OF AGENDA

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

2. APPROVAL OF APRIL 14, 2015 MINUTES

Minutes were approved. Moved by Caroline Matt; seconded by Imbaw Storer; carried.

3. CHAIR'S REPORT

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

- An application for funding to make improvements to the Kindergarten yard has been submitted to the City of Ottawa. The plan, as outlined in the application, is to create a naturalized seating area, install a playhouse and triple hoop, as well as replace the existing sand around the current play structure with wood chips to increase accessibility. Estimated costs for the aforementioned total \$31,500 (\$7,500 to be provided by Council; \$7,500 to be provided by a City of Ottawa Community Partnership Minor Capital Grant [if approved]; and \$16,500 from OCDSB [if application is approved – application for Board funding must be submitted by November 30, 2015]. A public note of thanks was extended to Megan Brady, Imbaw Storer and Jessica Currie for their involvement in the application's development.
- The third PRO Talk workshop, facilitated by MediaSmarts on April 21, 2015, was reported to be successful, and was attended by 32 parents from both RPPS and surrounding schools. A public note of thanks was extended to Marta Reyes Lipman, Nabanita Giri, Abby DeWolfe, and the Ashbury volunteers for their involvement in the workshop's coordination and execution.

- Mention was made of the activities that took place during Education Week, all of which were described as a huge success. RPPS students were said to be most impressed with the goings-on. Special thanks were extended to Shari Brodie and RPPS staff for organizing the Annual Parent Volunteer Breakfast on May 7, 2015.

4. PRINCIPAL'S REPORT

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

- Education Week was a huge success, and was marked by a flurry of activity, including dance and singing performances, an Art in Bloom display, an open house in all classrooms, author workshops, and a grandparents reading day/luncheon. Council members were thanked for their support in relation to Education Week.
- Students are enjoying participating in the "Play it, Sing it, Move it!" arts program. Artist/Educator Alicia Borisonik has indicated she would be willing to continue this program during a nutrition break, should RPPS be interested. Shari noted that the program could be offered as a club (funded by RPPS) or as a program – participation in such would require students to pay for a portion of the costs (NB similar to the "Young Rembrandts" program).
- Heather Gordon will be returning to RPPS in September. She will provide primary and junior French immersion coverage for Kindergarten through to Grade 6 classes. She will also serve as a technology coach for staff. Heather, a new hire, will be replacing Linda McGowan, who is retiring in June 2015. Two long-term occasional positions will also be staffed.
- Teacher placement and class lists have been finalized. Parents were invited to communicate any "special needs" concerning placement, and all requests were taken into consideration prior to finalizing the lists.
- Track and Field has commenced, and many classes are starting to practice running and long jump. A basketball tournament took place during the week of May 4, 2015. The girls placed second. While the boys did not place, they reportedly played well.
- A set of 20 Chrome books, one projector, and two tech tubes have been purchased with monies (approximately \$7K) provided by the Board for technology. It is hoped that additional tech tubes (one for every classroom; they cost approximately \$150 each) will be purchased so that personal devices can be locked and stored within when not authorized for use during the day. (N.B. tech tubes are secure, lightweight storage containers for classroom devices. They provide assurance that devices will stay locked up and safe. Ventilation on all sides ensures devices don't overheat)
- While the existing portables will not serve as classrooms in 2015/2016, they will remain on the grounds for alternate use – one will function as a sensory room; another as a music room (instruments will be stored within said portable); another for meetings; etc.
- Tenders have been submitted to install a new air conditioning system. Installation is expected to take place over the summer. Exterior painting, as required, will also take place during the summer months.
- The fire that ignited in the school's boiler room at approximately 1600 hours on Friday, April 24 served as an interesting case study for the Board. Fortunately, an RPPS custodian extinguished the fire before the Fire Department arrived. Upon discovery, as per protocol, the school was evacuated.

All after-care students were immediately transferred to the Rockcliffe Child Care Centre. Briefing sessions have since taken place with the Manager of Early Learning, the Superintendent, Day and Night Area Supervisors, and the Manager of Safety. All schools will now be subject to protocol review on a regular basis; and all staff will be trained to use a fire extinguisher.

5. 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. Activities include a moveable art-mural/mosaic Legacy Project (workshops to be facilitated by Mud Oven experts); a day trip to Montreal on Friday, June 19th, 2015; a graduation ceremony at RPPS on Tuesday, June 23, 2015 (followed by a reception in the small gym); and a graduation party at MacArthur Lanes on the evening of Tuesday, June 23, 2015.

Student costs associated with the aforementioned events total \$40 (\$20 for materials and instruction in relation to the moveable art project; and \$20 for the bowling party, which includes refreshments). Should parents not be in a position to fund these expenses, they are invited to contact Shari Brodie to make alternate arrangements.

Council has allocated up to \$10K for the day trip to Montreal. Council has also allocated \$1K for the graduation ceremony (approximately \$500 will be put towards trophy engraving; the remaining \$500 will be used to purchase decorations, refreshments and snacks).

Students attending the graduation ceremony on June 23, 2015 will be permitted to invite up to three guests.

Teacher chaperones will accompany students on the day trip to Montreal, and parent chaperones will supervise the bowling party at MacArthur Lanes. Parents and students attending the bowling party will be asked to sign a Code of Conduct. Students who do not abide by the Code of Conduct will be asked to leave and parents will be required to pick them up immediately.

6. TREASURER'S REPORT

Nicole White provided an overview of the budget, and funds remaining. It was agreed that remaining funds (approximately \$25,415.00) would be re-allocated as follows:

- \$10,000 – Kitchen Renovation
- \$4,500.00 – Second set of Chrome Books and additional Tech Tubes
- \$5,000.00 – RPPS Staff Priorities (Shari to poll staff and present list of priorities to Council in June 2015).

In addition to the above, it was agreed (by way of motion), that up to \$2,000 would be allocated to restore the track if Board does not provide funding for such.

Motion:

1. Should the Board not agree to provide funding for such, Council to provide up to \$2,000 to the Rockcliffe Park Residents' Association (RPRA) to restore the outdoor track. Moved by Caroline Matt; seconded by Kristi Squires; carried (with one abstention noted).

7. COMMITTEE UPDATES

BOOK FAIR

Joni Hamlin reported that Inge Vander Horst has agreed to serve as Book Fair Co-Chair in 2015/2016. In light of such, Joni will continue in her current role as Book Fair Chair for an additional year. Heather King has agreed to serve as Co-Chair in 2016/2017 and Christina Leadley in 2017/2018.

It was also noted that Ali Asgari has agreed to serve as Book Fair Volunteer Coordinator in 2015/2016.

Joni relayed that she has prepared the Book Fair budget for 2015/2016 and will seek approval for such from Council on June 9, 2015.

Shari Brodie informed that Book Fair Grants have been sent to five recipient schools.

MILK / PIZZA

Nothing to report.

VOLUNTEERS

Nothing to report.

OCASC

Given the absence of Joel Berger, item is deferred until next Council meeting.

8. RPPS BBQ

Caroline Matt informed that more than 600 people have registered for the BBQ on May 14th. Brief discussion ensued regarding logistical arrangements.

9. PRO GRANT

Caroline Matt provided an overview of the PRO Speaker Series that took place at RPPS in 2014/2015. Brief discussion ensued concerning whether or not Council should apply for another Parents Reaching Out (PRO) Grant in 2015/2016.

Ontario's Parents Reaching Out grants encourage parent engagement at the local, regional and provincial levels. They are designed to support parents in identifying barriers to parent engagement in their own community and to find local solutions to involve more parents in support of student achievement and well-being.

Shari Brodie suggested that Council might want to consider submitting an application to seek grant monies for a Parent Lending Library. She noted that such was implemented at Manor Park Public School and is proving useful.

ACTON: Shari Brodie to forward reference materials to Kristi Squires and Caroline Matt for review.

Should reference material be of interest, Caroline Matt to seek approval from Council, by way of motion, to submit grant application, and Kristi Squires to prepare grant application, seek formal approval of such from the Principal and Council Chair, and submit it to Ministry of Education by May 19, 2015.

10. OTHER BUSINESS

Abby DeWolfe informed that she, Caroline Matt and Imbaw Storer will host a cocktail hour for Council members at her home in mid-to-late June 2015.

11. ADJOURNMENT

The meeting was adjourned at 2059 hours.

Minutes prepared by Kristi Squires, Secretary