

**DRAFT RPPS SCHOOL COUNCIL
MEETING MINUTES
November 11, 2014**

PARTICIPANTS:

Caroline Matt, Chair
Imbaw Storer, Vice-Chair
Nicole White, Treasurer
Kristi Squires, Secretary
Abby DeWolfe, Past President
Joni Hamlin, Book Fair Chair
Ali Asgari, Volunteer Coordinator
Joel Berger, OCASC Representative
John Arnold, Member at Large

Anna Zyzniewski, Member at Large
Lisa Lewicki, Parent/RCCC Council Representative
Jeff Matt, Parent
Chris Ellis, Trustee-Elect
Inge Vander Horst, Book Fair Volunteer Coordinator
Andrés Salanova, Parent
Margaret Fudali, Parent
Megan Brady, Parent

REGRETS:

Shari Brodie, Principal, RPPS
Marta Reyes Lipman, Member at Large
Abigail Fyfe, Member at Large

1. APPROVAL OF AGENDA

Agenda approved. Moved by Joni Hamlin; seconded by Kristi Squires; carried.

2. APPROVAL OF OCTOBER 2, 2014 MINUTES

Minutes were approved. Moved by Carline Matt; seconded by Abby DeWolfe; carried.

3. CHAIR'S REPORT

Caroline Matt welcomed participants and congratulated the Book Fair Team for executing a very successful Book Fair. Joni Hamlin, the team's "fearless leader," was presented with a beautiful bouquet of flowers, and special mention was made of Inge Vander Horst, Gillian Campbell, Seanna Kreager, Nicole White and Imbaw Storer – all of whom were instrumental in contributing to Book Fair's success.

Caroline thanked all involved in lobbying for a crossing guard at Springfield and Rideau Terrace. While a guard has been in place for several weeks now, it was noted that the intersection remains dangerous.

Caroline advised that, as part of RPPS's Pro Speaker Series, renowned psychologist, Dr. Maggie Mamen, will deliver a presentation entitled "Growing Up Feeling Good," on November 26th at 1900 hours. It was noted that childcare would be provided on site, and agreed that the invitation would be forwarded to surrounding communities via the New Edinburgh, Lindenlea, Manor Park, and Downtown Listservs.

ACTION: Kristi Squires, Joni Hamlin and Caroline Matt to transmit invite to Dr. Mamen presentation via Listservs.

Ali Asgari to provide assistance with tech set-up and Kristi Squires to assist with name tags for kids. Both Ali and Kristi to arrive at 1815 hours on November 26th.

Caroline mentioned that Council is working to set up a music program, accessible to all students, at RPPS. The idea was originally floated with Council and parents in the Spring 2014. Ideally, Council/parents would like for the music program to take place over a multiple month period. A choir program is being considered.

ACTION: Caroline Matt to speak with Shari Brodie about possible restrictions.

Caroline Matt to present proposal for multiple month music program, along with several one week options, during future Council meeting. RPPS staff input to be solicited.

4. PRINCIPAL'S REPORT

Given that Shari Brodie was not present, due to illness, she asked that Caroline Matt present the Principal's Report on her behalf.

Caroline relayed that work has commenced on the garden located near the main entrance/portables. Rocks have been moved; landscaping has taken place; and tulips will be planted in the imminent future.

Carline informed that Student Progress Reports will be sent home on Thursday, November 13, 2014; and that Parent-Teacher interviews will occur on November 20 and 21, 2014.

5. TREASURER'S REPORT

Nicole White advised of expenses incurred over the last month, including monies for a field trip (\$200), garden supplies (\$400), library books (\$2K), and classroom supplies (\$250).

6. RPPS Website

Jeff Matt provided participants with an overview of the work he has been doing with respect to the RPPS/Council website. The current website, which is not in good working order, is currently hosted on the OCDSB server. He relayed that the OCDSB is rolling out a new platform in December 2014, and as such, is not fixing any existing problems/issues. Rather than continuing to borrow space on OCDSB's server, Jeff proposed that RPPS and Council build/import its website to the Squarespace platform (presentation of mock website was provided). While doing so would involve a modest cost (approximately \$250 per year), it is user friendly and includes access to an in-house, award-winning customer service support team. Jeff discussed a number of features that may be of value/use to RPPS and Council, including the banner and integrated e-commerce system.

Participants asked many questions concerning Squarespace, including whether or not we can maintain existing URLs, whether photos could be posted, whether the price is fixed for the year, whether the price includes unlimited bandwidth, and whether Jeff would be prepared to build the site if Council agrees to proceed (despite access to customer support). Jeff responded in the affirmative to each of the questions asked. There were also questions about the continued value of holding the rppsparents.com domain. This question was unresolved.

Jeff relayed that he has spoken to Shari Brodie about the website and Squarespace option. She is reportedly supportive, and plans to discuss such with OCDSB (i.e., whether the Board would allow the RPPS site to be hosted by Squarespace). If the Board agrees, Shari is prepared to cover the costs. If the Board does not agree, it was agreed that the Council website will exist separately from the RPPS site (and related costs will be covered by Council).

MOTIONS

1. That Council (and potentially RPPS) proceed with building/managing its website on the Squarespace interface, and if necessary, allocate up to \$250 per year to cover associated costs. Moved by Caroline Matt; seconded by John Arnold; carried.

7. Committee Updates

BOOK FAIR

Joni Hamlin expressed how pleased she was with Book Fair's success, and underscored the tremendous contribution of all the volunteers. She relayed that Christina Leadlay, Managing Editor, New Edinburgh News, plans to write an article highlighting the work of involved volunteers in the next issue of the community newspaper.

Stressing that such was preliminary, Imbaw Storer presented revenue figures as follows: book sales (\$56K; compared to \$42K in 2013), sponsorship monies (\$5300; compared to \$1700 in 2013), and café sales (\$5700; compared to \$4400 in 2013). Total estimated revenue is \$67K. Given that estimated expenditures total \$12K, net revenue (yet to be reconciled) is \$55K.

Joni attributed this year's huge increase in book sale revenue to the fact that books were more plentiful, and that books were priced higher than the year previous. She noted that volunteers researched prices for used books in used book stores, on eBay, etc.

Inge Vander Horst advised that five volunteers from the University of Ottawa's Centre for Global and Community Engagement were actively involved in Book Fair and that the Centre is interested in participating in other volunteer opportunities at RPPS.

MILK / PIZZA

Nicole White advised that both the Milk and Pizza Programs are running smoothly.

VOLUNTEER COORDINATOR

Ali Asgari relayed that most of his time as [Council's] Volunteer Coordinator over the past month has been dedicated to Book Fair. That said, he informed that RPPS Clothing Order Forms were sent home on November 11, 2014.

Brief discussion occurred concerning upcoming fundraising events. Given that Shari Brodie was not at the table, and given that RPPS has just concluded a very successful Book Fair, it was agreed that further discussion concerning fundraising would not take place at this time.

ACTION: Caroline Matt to forward list of key dates and events taking place during the school year to Ali Asgari.

OCASC

Joel Berger provided participants with an update concerning the most recent OCASC meeting. He relayed that discussion focused on school yard greening, play structure funding, the School Board's commitment to leadership, and the utility of Principal Profiles.

8. OTHER BUSINESS

Kindergarten Play Structure

Caroline Matt informed that a Grant Process is in place to replace or build new structures on school property. Details concerning this process were provided, including need to complete and submit a "Form 700" application form by November 31, 2014 to the OCDSB. Another application would then have to be submitted to the City of Ottawa for further funding. The next grant cycle begins in May 2014. Either way, the play structure would be implemented the following summer (2016).

Given Shari's absence, and the fact that RPPS's needs with respect to play structures are not currently known, it was agreed that a motion concerning play structures and the related application process would not take place during tonight's meeting. Depending on identified needs, a motion might need to be conducted via email in advance of December's Council meeting, in order to meet the November 31st deadline for the first step of the grant process explained above.

Bell Time Change

Caroline Matt informed that the OSTA report concerning bell time changes is scheduled to be tabled in December 2014. She further noted that Trustee-Elects Chris Ellis and Shawn Menard will be invited to attend Council's December meeting so that participants (including Parents) can be provided with one last opportunity to voice their opinions in relation to proposed changes. The Trustees will be voting on said changes in January 2015. Chris Ellis, Trustee-Elect for Rideau-Rockcliffe, noted that support from several Trustees will be required to reverse any recommendation put forth from OSTA.

9. Adjournment

The meeting was adjourned at 21:10 hours.

Minutes prepared by Kristi Squires, Secretary