

# Minutes

## Castor Valley Elementary School Council Meeting

October 19th, 2017 from 6:30pm - 8:30pm

Meeting began at 6:35 pm

Meeting was chaired by Kim Chen

### Attendance:

**Voting members** Kim Chen, Cynara Corbin, Tina Clarmo, Sarah Slater, Natalie Elliott, Melissa Delorme, Elli Kapsalis, Catherine Yang, Maryam Sugrue-Foubert, Tamara Legris, Stephanie Pagan.

**Non-Voting members and Guests:** Chris Toivonen (principal) Amber Smith, Karen Percy, Veronique Ielo (Vicky), Yolanda Brown, Kim Shaw, Lindsay McIntyre, Mark Mitchell, Nicolas Boudreau

### 1. Welcome, Attendance (Quorum-11)

Kim Chen welcomed everyone. Thank you to former council who has been helpful and welcoming.

### 2. Approval of October agenda and minutes from September

Motion to adopt October 2017 Agenda

Moved by Elli Kapsalis, Seconded by Tamara Legris. Motion carried

Motion to adopt September 2017 Minutes

Moved by Nat Elliott, Seconded by Elli Kapsalis, Motion carried

### 3. Appointment & Confirmation of Voting Members and Non-Voting Members

<b>Voting Members (20)</b>	<b>Non-Voting Members (7)</b>
<ol style="list-style-type: none"> <li>1. Kim Chen-Chair</li> <li>2. Cynara Colbrin-Co-Secretary</li> <li>3. Jenni Bell-Co-Secretary</li> <li>4. Tina Clarmo-Co-Treasurer</li> <li>5. Tara Starszomski-Co-Treasurer</li> <li>6. Megan Breau</li> <li>7. Catherine Yang</li> <li>8. Carrie Amell</li> <li>9. Sarah Slater</li> <li>10. Natalie Elliott</li> <li>11. Melissa Ekdom-Delorme</li> <li>12. Elli Kapsalis</li> <li>13. Emma Kryzanowski</li> <li>14. Stephanie Pagan</li> <li>15. Tamara Legris</li> <li>16. Deanna Morris</li> <li>17. Maryam Sugrue-Foubert</li> <li>18. Erin Ingraham</li> <li>19. Patricia Bezaine</li> <li>20. Lisa Multari</li> </ol>	<ol style="list-style-type: none"> <li>1. Amber Smith</li> <li>2. Lesley Parker</li> <li>3. Crystal Brown</li> <li>4. Julie McIntosh-Custic</li> <li>5. Melanie Ritchie</li> <li>6. Gail Spencer</li> <li>7. Alka Moorjani</li> </ol>

#### **4. Chair's Report**

##### PRO Grant

Kim Chen indicated that council received the PRO (parents reaching out ) grant in the amount \$1000 for the 2017-18 school year. Open discussion. We are not supposed to spend money Activities that have already taken place. Projects must focus on informing or engaging parents in support of improved student achievement and well-being. The grants are intended to support projects that help identify and remove barriers to parent engagement that may prevent some parents from fully participating in their children's learning.

Any ideas? Last year we spent money on screenagers and mindmasters

Cynara: parent feedback is that fall or winter events are preferred to spring.

Action: Everyone come up with ideas and bring back to November meeting

Looping back to PRO Grant discussion -maybe doing a zones of regulations workshop. Theory to teach children to self-regulate their emotions using colours.  
Action: Kim can look into it.

### Lunch Lady

Kim Chen stated that lunch lady service could be made available on Thursdays now in addition to their current slot on Mondays.

No concerns were expressed with the addition of this day.

September lunch lady orders were slow.

Q-Does lunch lady need a minimum order number to continue?

Kim-No, not yet. For the first few dates the lunch lady will fulfill the orders and will update us if there is not enough demand and if another school wants that day.

Action: Kim to promote mention on facebook and newsletter

### OSTA

Kim Chen indicated that many initial September complaints have been resolved.

Karen: ongoing issues on bus 8. The dropping off time is within 3-5 min standard but since Sept. 8<sup>th</sup> not once has pick up been on time. OSTA has been contacted as well as Chris and follow ups should continue.

One person was successful in getting fewer kids off at the same bus stop bus and bus 6 issues were also resolved.

There are discrepancies with OSTA saying yes to some requests made by parents and no to others. What are the policies about length of time on the bus?

### Website Coordinator

Melanie Ritchie is still currently managing the website however Juliette Klein has stepped up and will take over.

## **5.Principal, Teaching & Support Staff Reports**

### Teacher updates

Mr. Mitchell-numerous thank you notes on behalf of the teachers for the 100\$ classroom resource cheques. The funds have been put to good use for items including: sensory tools, replacing blocks and building materials in kinder, class seating and reading material as examples

Intermediate boys football won tournament. Girls lost in ¼ finals.

Cross country team off to the boards.

Grade 8s-individual passion projects where they are given an opportunity to design a project based on their interest and include teachings from the curriculum. Examples of projects include: building skateboard, designing clothes.

Ambassador applications have been received. Leadership development day on October 27<sup>th</sup>-72 ambassadors.

### Principal report

School learning plan- on the recent PA day, staff met and went through various activities including the review data sources such as EQAO results, report card data in order to identify some students to track and follow who are representative of the school in various grade levels. Teachers are working to target sub-groups who have some needs. We are working with mat teachers to refine targets and to review our goals at monthly meetings. There have been targets set in place for bullying prevention and we have been successful in that. The school will work with the ISCS committee to implement these strategies.

The school is working on a trip to China, which would permit up to 16 grade 8 students to go on an exchange in April for 10 days. The students would stay with local billet families through our friendship school, Shude primary school. Students will have an opportunity to visit the Great Wall of China, a panda sanctuary among other places. Julie Chouinard, Angie Bickmore and one other staff member would accompany the students. An information session will be held next week. Grade 6 students will begin forming relationships with students in China in a project piloted by Nic Boudreau and next year the sister grade 6 class in China would come to visit in Canada

Osgoode area boundary review-The first meeting was held on October 18<sup>th</sup>, and we are at the stage of getting up to speed with where the board's planning department is at. The main objective is that we need to reduce numbers at CVES and how do we get there? We have council representation and the board has asked us to be creative and come up with options. We have an active and informed working group that has done research. Please connect with them for questions. The timeline is that the working group will meet 2 or maybe 3 times and then there will be a public consultation in December. The final decision will take place in January in order to ensure staffing is in place for next year based on the decisions. Everyone is in agreement that something has to happen.

Cynara: at last night's meeting, the board put forth a new proposal to move all 7 and 8 students to Metcalfe Public School. This was a completely new proposal put

forth by the board and one that did not appear in their initial packages. We will be seeking input from parents on this but our main goal is to keep CVES families at CVES. We surveyed parents a couple of weeks ago regarding the original proposals and had a high response rate. Unfortunately last night's meeting was spent going over the package and didn't lend itself much time for discussion on the actual proposals. Please come speak to me after this meeting if you want more information.

Staffing news -Laurie Terry has accepted a term position as office admin at Thursdays and Fridays at OPS. We have Tracey Merkley who will replace her. You can now email absences into the office.

## **6. Treasurer's Report**

### Financial Reports and Budget modifications 2017-2018

Tina Clarmo presented the financial reports. Council is doing really well. We removed the fundraisers from the budget which we are no longer doing but have kept in movie nights and popcorn days

We increased money for ad-hoc to \$15,000

We will remove earmarked money for playground and lunch program monitor

Cynara: we should wait to see what boundary review looks like before spending money on large capital investments such as the outdoor theatre as an example and focus on the experiences for students this year.

### Motion to adopt 2017-18 Budget

Moved by Maryam Sugrue-Foubert, Seconded by Elli Kapsalis. Motion carried. See appendix A

### Ad-Hoc Requests

Ad-hoc requests can be submitted by teachers, parents or staff who wish to do something for the school such as projects, items and experiences that we wouldn't typically ask parents to pay for. Discussion of various ad-hoc requests. Grad committee requested money stating that last year they wanted to buy gifts for the students but didn't have the funds because of the cost of the grad party. Council will not increase line item for the party but will consider purchasing gifts for them.

Student ad-hoc-to encourage students to give back to the community-either local or national/international. They would have to come in and present their plan.

Sarah: another school council funds 4 projects of \$50 each for students for projects

that encourage them to give within their community. As an example-ask students to purchase winter clothes to give to someone in need. This can tie in as a budgeting project in class.

Action: Tina can come in and inform students and get them involved. Tina to go back to grad committee and request their budget.

#### Motion to adopt Ad-hoc requests

Motion moved Maryam Sugrue Foubert and seconded by Melissa Delorme.  
Motion carried. See Appendix B

### **7. Fundraising /Programs/Events Report**

#### Movie Night

Proposal to charge \$5 per family as usual, but donate proceeds for both nights.

Tamara indicated that we put the movie choice out to vote with 3 options: Aladdin, lion king and toy story. Lion king is in the lead. Same format as past year. Ambassadors are going to help out. If anyone wants to help us, we can use volunteers to help set-up or help during concession (popcorn and treats). We are planning to use the pre-release for the February movie.

Discussion on what to do with proceeds, in past it was for kinder structure. Last year we donated money to Hawthorne public. Decision to give one night of movie night proceeds to the Ambassadors and they can decide where the money goes. The other movie night proceeds can be donated to the Education Foundation, which supports students in the OCDSB with basic needs such as clothing, food, supplies etc.

#### Christmas Shopping Day-Dec. 12

Christmas Shopping Day budget increased by 50\$ to purchase some older kid gifts and supplies. Are we going to include grade 6s? yes

Elli: some concern that Christmas shopping day is getting expensive for some families and families are going out and buying things whereas it's supposed to be gently used items. The idea should be to maintain the spirit of giving and not the gift cards.

The issue last year is we pushed for gifts and then we had ton of leftover gifts. Not everyone sends gifts in and some people send in more

### Mabels Labels & Fundscrip

No update. No paper fundscrip but is available online

### Lost & Found

The lost and found volunteers will go in and clean up on October 25<sup>th</sup> and then on Nov. 6<sup>th</sup> as there a great need.

Kinders cannot have own kinder lost and found because it was blocking the exit

### Metcalfe Christmas Parade

Maryam Sugrue offered her family truck. Decorations from last year can be re-used.

Courtney van Rijn is leading the art club this year. We can approach her if we want additional art from the students. As a reminder, throwing candy is not permitted; we should have people handing out candy and have someone in the beaver costume. Alison Quesnel donated “reindeer food” last year. We can approach her again.

## **8. Inclusive, Safe & Caring Schools Committee (ISCS)**

Elli Kapsalis presented the committee. ISCS Job is to ensure that kids feel included, safe and cared for. There is a school portion with Julie Chouinard being the lead staff member alongside other teachers to develop a staff plan. Our committee works with them. We have moved towards kindness as a concept. Met with Julie to discuss learning plan. Another meeting is planned for meeting October 25<sup>th</sup> at 7pm and we will begin formulating a plan. One idea that has come up is the bathroom project which involves creating images and writing messages of kindness. Some students have already made designs. Bullying awareness week is coming up from Nov. 19-25. We need to decide what we can do for that. Can maybe re-introduce buddy bench. If anyone feels sad or lonely then another friend can go and connect to them.

We hope to get someone on the committee to look at all the dates of awareness and find an activity. If anyone is interested in ISCS or the bathroom project please see Elli.

## **9. Environment/Playground Committee**

The committee has met twice already and started clearing and remove boxes along the side of the school. Some teachers are interested in helping out and wanting to “adopt a garden” and we can connect with them again. Kids were not interested in weed picking. Additional dates for weed removal will be required.

Pond rejuvenation project is another potential project in the spring. We could consider a garden of kindness rocks, which ties in with ICSC.

## **10. OCASC**

We could benefit from a representative.

Vicki Compton agreed to be the rep and to read the OCASC minutes and get information to bring back to council.

## **11. New Business**

Tina Clarmo presented Playing it Forward for wishes. Wish angels are children who have fundraised or have helped out to help other children and we recognize them on our website. Trying to encourage children to keep giving back and ties in well with our values of being caring and empathetic. Tina would like to get our local kids involved.

## **12. Important Dates**

- Movie Night-November 17<sup>th</sup>
- Parent Teacher Interviews November 23/24
- Christmas Shopping Day-December 12<sup>th</sup>

## **13. Adjournment & Next Meeting: November 16<sup>th</sup>**

Motion to adjourn

Moved by Maryam Sugrue-Foubert, Seconded by Elli Kapsalis. Motion Carried

Meeting adjourned at 8:42pm.