



What: Maple Ridge Elementary School Council Annual Report for 2018/19

Date: November 12, 2019

Prepared by: Cynthia M. Allen, PhD, Maple Ridge ES Council Chair

It gives me great pleasure to present the 2018-19 School Council Annual Report summarizing Council activities, events and decisions. This is a required report.

There are three reports required to officially conclude the 2018-19 academic year.

- School Council Annual Report – Due October 30, 2019
- Year-end reporting of School Generated Funds – Due September 21st, 2019
- 2018-2019 Parents Reaching Out Grand Funding and Report Back - Pending

In the course of school council activities throughout the year, we endeavour to fulfill the overall objectives of school councils as mandated by the Ministry and the Board such as improving student achievement and enhancing the accountability of the education system by providing advice to the Principal, Board and Ministry.

School Council Members:

At the beginning of the first meeting (September 18th, 2018), an election was held in accordance with the Maple Ridge School Council constitution. The outcome of this election was as follows:

Parents:

- Chair: Cynthia Allen
- Secretary: VACANT
- Treasurer: Wil Dykstra, CGA
- Fundraising Coordinator: VACANT
- Communications Coordinator: Rosita McLaughlin
- Community Representative: Barbara MacIntyre
- Pizza Lunch Coordinators: Jennifer Tracey, Wendy Mak
- Members at Large: Tracy Charles, Elitza Palazov, Michelle Snook, Jennifer Tracey, Lisa Briscoe, Rosita McLaughlin, Shealee Free, Tamara Johnson, Kristi LeBlanc, Micheline Lalonde, Sarah Ford, Brenda Beaudoin, Heather Peppy, Wendy Mak, Crystall Matheson

School Administration/Teaching/Non-Teaching Staff:

- Principal: Marianne Harvey
- Vice-Principal: Marc Laliberté
- Teaching Representative: vacant (rotating)
- Non-Teaching Representative: vacant

School Council Meeting Dates:

Maple Ridge ES Council convened the following dates during the 2018/19 academic year:

- September 18th, 2018
- October 9th, 2018
- November 13th, 2018
- December 11th, 2018 –Council cancelled
- January 15th, 2019
- February 12th, 2019
- March 19th, 2019
- April 9th, 2019
- May 14th, 2019
- June 18th 2019

School community survey results a few years ago, said that Tuesday evenings were most convenient for parents. Traditionally Council has been held on second Tuesday of the month with a few exceptions.

Fundraising Initiatives & Grants

Fundraising is one of the core functions of this Maple Ridge ES Council. Thank you to all the volunteers that assisted in the success of the many fundraising activities by collecting forms and money, selling food, delivering items to the classrooms and organizing tasks.

Council fundraising activities included:

- Weekly pizza lunches (every Wednesday, September-June)
- The Lunch Lady (every Tuesday & Thursday, September-June)
- Purdys Chocolate Campaign (November-December)
- Family Movie Night (April 11, 2019)
- Family Fun Day (May 30th, 2019)
- On-going fundraising collaborations with: Home Hardware, Mabel's Labels, Boston Pizza



Pizza supplied by River Pizza was again offered weekly. There were 36 pizza days throughout the school year (17 term 1/ 19 term 2). This is an extremely important fundraiser for Council. Again, this year Council used an on-line ordering and payment system through HotLunches.net. The electronic system was effective. This program is largely dependent on both adult and student volunteers. Thank you to everyone that helped to make this fundraiser so successful, allowing Council to offer this service to our school community.

Council brought back "The Lunch Lady" again this year. Lunch options were offered every Tuesday and Thursday. The service is administered and maintained entirely through The Lunch Lady. Each Maple Ridge class had a student Lunch Lady monitor that helped distribute the lunches. Parents were very pleased therefore Council opted to have The Lunch Lady program available again for the 2019/20 academic year.





Purdys Chocolate Campaign: The fall fundraising campaign was very successful again this year selling over \$5000 in chocolate with \$1600 in profits designated to help upgrade the school audio visual equipment. Thank you to everyone that participated.

Family Movie Night – Thursday, April 11th, Maple Ridge families gathered in the gym to watch a family movie, **Inside Out**. Profits from the movie night were to pay for the printing of the Grade 8 Yearbooks and to defray the cost of the school leaving celebrations. Therefore grade 8 student volunteers did most of the work. They sold tickets and refreshments. The evening was a great success as measured by the smiles on the kids' faces and the fact that the popcorn and drinks sold out.



Family Fun Day - School Council concluded their fundraising activities with their annual Family Fun evening on Thursday, May 30th, 5:30-7:30pm. There was the threat of rain therefore attractions were set up both inside and out. Fun was had by all – students, parents, school staff and Council members. This event is a highlight for the students and enjoyed by the community. Families had fun in the inflatables and playing games! This event is highly dependent on sponsorship from local families and businesses. We cannot thank them enough for their continued support. The Maple Ridge school community greatly appreciates their generosity. This evening would not be possible without parents, students and school staff that volunteered their time at the various stations - ticket booth, games, food tables or by supplying cakes for the Cake Walk. Thank you ever so much. Council also would like to thank the numerous students that volunteered. Their help was invaluable.

Grants

Maple Ridge Council has been fortunate throughout the years to obtain funding from various granting sources and this year was no different. We received four grants.

1. Parent Involvement Committee (PIC) \$500
2. Parent Reaching Out (PRO) grant \$1000 through the Ministry of Education. The PIC and PRO grant funds paid for a Family Science Evening on April 4th that was facilitated by Scientists in School
3. Proud to Be Me - \$1017 – four Improve with Improv workshops were held on January 14 & 15, facilitated by Jennifer Laale of Be Your Best. All primary students, grades 1-3 in both the French immersion and the English programs participated.
4. Bilingual Advantage Initiative through Heritage Canada- \$970 grant. Maple Ridge took a group of grade 5 & 6 students on Thursday, March 7th – to see the film 'La Course des Tuques' that was being shown as part of MIFO's Festival des films jeunesse

On behalf of the Maple Ridge school community, Council would like to thank these granting agencies for their generosity. These resources enhance our children's education and better support student achievement and overall well-being.

School Council purchases & school support this year

As a Council we voted to support these very important purchases & activities:

- **Library** – Books for the Forest of Reading Club – popular with the students. This is a great program to encourage children to read. A variety of other books were purchased throughout the year as well.
- **School Spirit** – Purchased 4 Tear Drop flags and a canopy/shelter to be used at sporting activities and school spirit days.



Financially supported the purchase of:

- RAZ-KIDS online guided reading program
- Achievement Plaques & Medals – after 20 years, the achievement plaques were complete therefore a new set of over 15 plaques was required.
- Printing of yearbooks for Grade 8 students
- Kindergarten STEM items including popoid building sets, light up circuit blocks, snap robots, big bold constructions, Lego
- Science equipment including levers, pulleys, K'nex kits, mechanics cranks, gears, drivers, STEM activities for structures and buildings, electronic compact scales
- Sac TAMs - student mail bags (TAM= toujours avec moi)
- Field trip T-shirts for kindergarteners
- Wireless Microphone for the music department

School Council Activities – In addition to fundraising, Council activities included:

1. October 22nd/2018 was a municipal election to elect a Mayor, City Councilors and school board Trustees. Maple Ridge Elementary school is within Zone 8 of the OCDSB. On October 9th/2018, Maple Ridge Council hosted an evening to 'Meet the Candidates' running for school trustee in our zone. The incumbent, Keith Penny and John Hewitt accepted our invitation. An invitation was sent out to all the schools within Zone 8. Parents/guardians from various schools attended. Keith Penny was re-elected the Zone 8 School Trustee.
2. Using 2018/19 PRO grant funds, Council hosted a Family Science Evening). As a Council, we understand the importance of science in childhood learning therefore this was an opportunity for parents/guardians and their children to work together in a team setting, to learn various skills adaptable to learning at home and provided parents with tools to help support student learning both at home and at school. The evening was very well attended with close to 200 people. Council received back very positive feedback. Council continues to emphasize the role that parents and guardians play in their children's education.
3. Communications & School presence - Council had an information table at the Meet the Teachers evening in September. Again this year, the school administration sent electronic communications to the Maple Ridge community on Council's behalf. Parents/guardians were always aware of upcoming events, fundraisers and Council meetings through a Facebook page that is maintained by a Maple Ridge parent. We also had a "Welcome Back" letter at the start of the school year in addition to two "Council Corner" newsletters keeping parents up to date on our activities as well as the on-going fundraising initiatives. This was on top of the 9 monthly Council meetings where extensive minutes were captured.
4. School Council participated in the Kindergarten Information Night on May 22nd/2019 to inform parents about School Council and encourage participation in the coming year. A ten minute presentation was made to the parents and a table was set up to welcome parents and promote the importance of School Council. Council would like to thank the school administration for allowing us to participate in their Information Night.
5. Parent Council members worked with grade 8 students to establish a Yearbook Committee. The group met regularly throughout the year. They ran several fundraising activities such as the sale of Candy Canes, Lollipops at Valentine's Day and the April 11 movie night. A Yearbook was printed for each of the grade 8 students. Thank you to the parent volunteers that provided oversight of this activity.
6. The Lego Guy- The past two years, Maple Ridge had brought in the Hatch Coding program for interested students. This year, after everything was set up, Hatch Coding cancelled on the day the program was to begin. Students were understandably upset, therefore we quickly reached out to Ian Dudley, The LEGO Guy. As a trial, we offered after school workshops facilitated by the LEGO Guy, Ottawa's Leader in LEGO education. Students were very excited to work on engineering, mechanics and robotics through hands-on LEGO and NXT/EV3 Mindstorms® projects! The programming was available to students from grades 1-8.

7. The Maple Ridge School Council Constitution is reviewed and updated if needed every three years. A sub-committee was formed including Amanda Hope, Michelle Snook and Wendy Mak to review, update and suggest edits. Following Council wide discussions, the revisions were approved. Thank you for all your work on this important project.
8. A School Grounds Greening sub-committee continued to work on the 'Butterfly' Garden and surrounding gardens. Staff along with students worked in the garden this spring. We had several gardening days at the school, including the front and back gardens. This is an on-going project that will span a few years. Several classroom teachers used the space to bring students out during class time to enjoy a different learning environment.
9. Once again this year, the MRES Council was a member of OCASC (Ottawa Carleton Assembly of School Councils). Attending the monthly OCASC meetings allows Maple Ridge to stay connected with schools within the OCDSB as well as exchange ideas with fellow parents. An OCASC update is made available to Maple Ridge parents on a monthly basis. Executives from the Maple Ridge School Council attended the School Council Training Day on November 3rd, 2018 at Gloucester High School. The day was sponsored by OCASC and the OCDSB.
10. On-going initiatives – Council continues to maintain a 'Student Alumni List' where on occasion, high school students may be asked if they would like to volunteer to help with future school projects. Volunteering at Maple Ridge is a great way for students to acquire the mandatory volunteer hours required to graduate high school.

Challenges:

Challenges faced by Council this year included parent participation. Council continues to struggle with parent involvement however we are not facing this situation alone. Many school Councils throughout OCASC expressed the same concerns. Maple Ridge is fortunate to have a group of very dedicated parents and community members. The electronic communications (email messaging and website updates) have helped to reach out to parents. We will continue to improve upon our communication strategies.

Council finds it difficult to get parents to actively participate in the school grounds greening project. Although parents have expressed their appreciation of Council's efforts to create a more educationally stimulating outdoor environment, it has been difficult to get volunteers to help with the project. Parents have limited time to spare with so many extracurricular activities and heavy workloads. We are hopeful that parents and students become more enthusiastic now because the project is coming together and results can be seen.

In previous years, Council had provided child minding services during Council meetings so that parents could more easily attend. With the establishment of the Student Alumni List, this initiative was re-visited. Child-minding was provided for the first two meetings of the year however there was no increase in attendance so was discontinued.

Recognition:

Thank you to school administrators and staff members who attended our Council meetings. The information and guidance you provide to Council is invaluable.

Thank you to the dedicated pizza lunch volunteers. This is such an important fundraiser and service to the students. Council could not offer weekly pizza days without the commitment from parent volunteers.

It is apparent that this year’s Council members were very dedicated. Through regular participation in Council meetings as well as assisting at numerous Council activities and providing insight to our numerous discussions, every single member was invaluable to the team. At the end of this year we said good-bye to Wil Dykstra whose children have now completed their years at MRES. Wil was the Council treasurer for the past 11 years. We thank him for all that he has done for MR over the years. As well, Micheline Lalonde, a long time Council member moved out of Ottawa. Thank you Micheline for all your efforts over the years.

Appreciation is also extended to the office administrators and the custodial staff at Maple Ridge.

As Council Chair, I have found this year to be very rewarding. I would like to thank the entire Maple Ridge community for an exceptional year.

Cynthia Allen

Cynthia M. Allen, Ph.D.
Maple Ridge ES Council Chair 2018/19

Appendix 1. School Council Year-end Financial Reporting 2018/19
Submitted to the OCDSB on August 29/2019 by Wil Dykstra, Council Treasurer

School Name	Maple Ridge Elementary School
School Council Chair School Council Treasurer	Cynthia Allen Wil Dykstra
Opening balance of all reconciled bank accounts, investments and cash on hand on July 1, 2018	\$11,094
The amount raised by school council during the year July 1, 2018 and June 30, 2019	\$37,150
The amount spent by school council during the year July 1, 2018 and June 30, 2019	\$38,166
Closing balance of all reconciled bank accounts, investments and cash on hand June 30, 2019	\$10, 078