

## Maple Ridge Elementary School Parents Council Meeting

November 13<sup>th</sup>/2018

Attendees: Michelle Snook, Amanda Hope, Jennifer Tracey, Crystall Matheson, Wil Dykstra, Micheline Lalonde, Wendy Lim, Rosita McLaughlin, Elitza Palazov, Heather Peppy, Kristi Leblanc, Barb MacIntyre, Sarah Ford, Marc Laliberté, Marianne Harvey, Glenda Noseworthy, Cynthia Allen

Regrets: Tamara Johnson, Shealee Free, Lisa Briscoe, Brenda Beaudoin, Tracy Charles, Chantal Burns

Meeting called to Order

### Approval for November Agenda

- **Motion by** Rosita McLaughlin approved, **seconded** by Micheline Lalonde. **Motion Passed.**

### Approval of October meeting minutes

- Post council update for the Forest of Reading: \$1850, for 117 books, costing approximately \$10 a book.
- Wendy Lim will be meeting with Mr. Searle for his opinion about the 'Canopy'. Parent Council paid for the 4 tear drop flags, and the school will fund the canopy. Wendy Lim and Mr. Searle will compare the price quotes.
- **Motion** to approve October minutes by Wendy Lim, **seconded** by Elitza Palazov. **Motion Passed.**

Minutes recorded by: Heather Peppy

Principal's report (Marianne Harvey)

- We Scare Hunger had more donations than in previous years, and collected over 1230 items. All donations were handled through Me to We.
- The Terry Fox celebration was on October 28<sup>th</sup>. The school received a 20-year banner for the event during the school assembly which was held on October 26<sup>th</sup>.
- October 31 was the annual Halloween celebration. Students had activities; some wore costumes and had a good time.
- The school has two International Students and a Spanish Teacher visiting from Colombia. The exchange students were well prepared for their visit and have already met with the Principal and Vice Principal. The students have also been made aware of the student Code of Conduct so they understand what is expected of them during their stay. The students are in grade 8 and 7. They are enjoying themselves as they learn English. The students and Spanish teacher will be at the school until December 12<sup>th</sup>.
- On November 7<sup>th</sup>, grades 4-8 students went to the Ottawa 67s hockey game. This event fell on pizza Wednesday. Ms. Harvey has noted this and an opportunity to improve communications.
- Colonel By HS and Canterbury SS came to talk to the students about grade 9 programs. Curriculum Services wants to work with the grade 8 students at Maple Ridge and Summerside Elementary School to help prepare them for math at Sir Wilfred Laurier HS next year. This will involve an OCDSB coach, Grade 9 Sir Wil math teachers and Grade 8 students to begin an inquiry into the math skills.
- The intermediate grades went to see the Mass Band, an annual event hosted by SWL for the students to have an opportunity to play with the Sir Wil orchestra. Samantha Green, our new music teacher signed up the school to participate. The orchestra played very well.
- Progress reports went home on November 9<sup>th</sup>. Parent teacher interviews will be held on November 22 and 23.

## Glenda Noseworthy: Teacher Messages & Wish List

- We Scare Hunger: 1230 items collected. Me to We wanted to extend a huge THANK YOU to the community. All donations were delivered to the Orleans Cumberland Resource Centre.
- November 30<sup>th</sup> all primary students will have a daylong arts event, rotating through all of the art lessons led by the teachers. Students will bring home the art.
- Jodi Sabourin: Backpacks for the homeless are underway. Everyone is reminded to donate. The collection for the backpacks will be wrapping up on November 22.
- Daniel Renaud:
  - o The plaques and medals need to be replaced. He has contacted Régimbal Promotions Ltée. on Canotek Road to get some samples and estimates. Cynthia has also contacted Britannia Trophies.
  - o Grade 8s will be attending the musical "Mamma Mia" on November 20<sup>th</sup> at Canterbury S.S.
  - o Registration is ongoing for the mini-enrichment (university/college) courses that will be held during Education Week in 2019. Forms and a message from school was sent home last week to all grade 8 parents. Deadline for registration is Nov. 13<sup>th</sup>. Our school was allocated 33 entries.
  - o All grade 8 students met with counsellors from Canterbury and Colonel By S.S. last week to promote their unique programs.
  - o Information for the Intermediate/Junior Winter Activity programs that take place in February, will be available the first week of December.
- Samantha Green: As a wish list item, Ms. Green would like a wireless microphone system that hooks up to an amplifier and/or speaker. The speaker she had used at a previous school cost \$162.99. The speaker will help her talk over the music during class.
- Message from Kinder team: As a wish list item, they would like to replenish the toys and hi-tech building equipment and replace some broken bins. Estimated cost would be \$1000.00.
- Kathy Roussel: If there were funds available, she would love to see some Lego Mindstorm kits purchased for the school.

## Chair Report (Cynthia Allen)

- Council Constitution: Cynthia is looking for volunteers to review the constitution. Require 3 council members to read it. Volunteers included Jennifer Tracey, Wendy Lim and Amanda Hope. The constitution updates and ratification to be completed by April 2019.
- OCASC: Cynthia did not attend the October 18<sup>th</sup> meeting. Next meeting is on November 15<sup>th</sup>.
- Cynthia did attend the Parent Conference on November 3<sup>rd</sup>. She will send out the link for the presentations given through the conference. The keynote speaker was Peg Dawson. Topics included technology, math, cannabis, and technology addiction. All of the presentations are available on the website. Cynthia learned about Canadian Parents for French, an organization with an online inventory (with apps) for French. Cynthia said CPF would be willing to come and speak to parents who may have a fear of French immersion.
- Purdy's campaign: some parents have indicated they are missing the catalogues. All of the catalogues were sent home with students. All items are available through the website, so a catalogue is not needed to make an order. It was suggested that Christi should change her name on the Purdy's Ordering page to include MRES to reduce confusion to parents. The campaign started on November 5<sup>th</sup>, and closes on the 26<sup>th</sup>. Orders will arrive the week of the December 10<sup>th</sup>. Volunteers will be needed, once the date the order will arrive is confirmed. There will need to be a plan to repeat last year's evening order pick-up, as some parents may not want their order to be sent home with their child. The fundraising goal from this campaign is for the audio equipment for the gym. Ms. Harvey shared that she had OCDSB members come into the school to check the equipment. They found the speakers were in good condition, but the soundboard in the gym is about 20 years old. However, Ms. Harvey said the sound system worked well at the Remembrance Day assembly. They will talk with Kelly Smyth, the

teacher who set up the audio equipment for the assembly. Ms. Harvey spoke with the school board and confirmed that as long as there is no drilling or change to the structure of the building, the site supervisor thinks they can update the audio system without unnecessary paperwork and delay. The school is responsible for the cost of the audio system, not the school board. Bill Searle & Gord Elliott think the “box” on the wall needs to be replaced. Ms. Harvey will get a quote for the audio upgrade.

#### Fundraising (Wendy Lim)

- Suggestion for the Grade 8s to have a Freezie fundraiser. Grade 8s would take shifts during an outdoor recess time and could sell Freezies. Suggested that for all money raised, Council could match it. All funds will go towards the grade 8 activities.
- Rosita McLaughlin suggested arranging the Lunch Lady monthly special lunch, as a larger percentage is earned on each sale. This fundraiser could target the cost of the grade 8 yearbooks, plaques and leaving ceremony.
- Wendy suggested finding something that gives the grade 8s a chance to raise the money, giving them the chance to be proud of their work. Elitza pointed out the grade 8s this year are under 50 kids, but we need to be aware that next year, the cohort is 110 students. We need to remind the students that grade 8 activities are not guaranteed to be fully funded.
- Other suggestions included Spirit Days for a \$2 and Smart Dog lunch day. Council suggested asking the Yearbook Committee how they would like to raise money. Students might have ideas that will reach a lot of their peers.

#### Financial Report (Wil Dykstra) – see Appendix 1

#### Communication (Rosita McLaughlin)

- The Yearbook group is up and running. Rosita, Elitza Palazov and Heather Peppy meet with the students every Monday over the second break recess. The students have picked Modern Times for their yearbook theme, and have been bringing many great ideas. Currently the committee is made up of students from Mr. Renaud’s class only. All pictures taken by the students are provided to Rosita, Elitza and Heather through Marc Laliberté. Heather welcomed all parents to come to a yearbook meeting on Mondays.
- October has been busy, and Rosita has been trying to keep track of the October messaging from the school and the council. Marc Laliberté has been able to send emails through the synvoice system that distinguishes the emails that are originating from Parent Council and those from the school administration. Rosita proposed putting together a high-level communications plan; for example, Purdy’s reminder emails, pizza lunch when some of them get missed. There is a need to plan ahead of time when events are happening. On a weekly basis, Ms. Harvey pulls all of the events in the school’s calendar and sends an email summary including past events and upcoming events to her staff. This email is sent out every Friday/Saturday. Ms. Harvey suggested sharing it with Rosita each week.

#### **Adjourn: 8:25pm**

November 13<sup>th</sup>/2018 meeting minutes approved by MRES council:

*Cynthia Allen*

January 15/2019

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Executive Signature

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Date

Appendix 1.

**Maple Ridge - Parent Council  
Income Statement & Fund Reconciliation**

		(last meeting)	(last year)
	Nov 12, 2018	Sept 30, 2018	Jul '17 - Jun '18
<b>Income</b>			
<b>Lunch Programs</b>			
Revenue	12,392	12,392	24,157
Expense	-7,079	-7,205	-13,989
<b>Total Lunch Programs</b>	<b>5,313</b>	<b>5,187</b>	<b>10,168</b>
<b>Dance-A-Thon</b>			
Revenue			
Expense			
<b>Total Dance-A-Thon</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Family Fun Day</b>			
Revenue	0	0	4,502
Expense	0	0	-4,147
<b>Total Family Fun Day</b>	<b>0</b>	<b>0</b>	<b>355</b>
<b>Movie Night</b>			
Revenue	0	0	2,217
Expense	0	0	-416
<b>Total Movie Night</b>	<b>0</b>	<b>0</b>	<b>1,801</b>
<b>Other</b>			
Grants	0	0	1,500
Other revenue	0	0	1,179
Purdy's revenue	0	0	3,287
Purdy's expense	0	0	-1,389
<b>Total Other</b>	<b>0</b>	<b>0</b>	<b>4,577</b>
<b>Total Income</b>	<b>5,313</b>	<b>5,187</b>	<b>16,901</b>
<b>Expense</b>			
<b>Donations, sponsor</b>			
Interest, bank charges	6	6	31
Miscellaneous	93	87	377
School - activities	0	0	8,050
School - books & equipment	722	722	10,136
School - greening	226	226	-5,117
<b>Total Expense</b>	<b>1,047</b>	<b>1,041</b>	<b>13,477</b>
<b>Net Income</b>	<b>4,266</b>	<b>4,146</b>	<b>3,424</b>
<b>Available funds, beginning of year</b>	<b>11,094</b>	<b>11,094</b>	<b>7,670</b>
<b>Available funds, end of year</b>	<b>15,360</b>	<b>15,240</b>	<b>11,094</b>
<b>Reconciliation</b>			
Balance per bank	21,044	25,721	14,333
Balance per PayPal	392	392	
Outstanding cheques	(1,176)	(4,073)	(3,622)
Outstanding deposits			383
<b>Commitments</b>			
Hot lunch	(4,500)	(6,400)	
School equipment	(400)	(400)	
School activities			
<b>Available funds, end of year</b>	<b>15,360</b>	<b>15,240</b>	<b>11,094</b>