



**Maple Ridge Elementary School Council**  
**Meeting Minutes February 9th, 2016**

**6:30 – 8:08pm**

**Attendees:**

Cynthia Allen, Barbra MacIntyre, Natalie Makara, Nicole Guertin-Colverson, Shealee Free, Rosita Mclanghlin, Jacquie Jette, Robin Januska, Tracy Murdoch, Crystall Matheson

Regrets: Wil Dykstra, Mary Dixon-Bourque, Jennifer Tracey

**Meeting called to Order** – Cynthia Allen

Meeting agenda approved. All were in favor

Approval of December meeting minutes – Approved by Cynthia with minor corrections, seconded by Robin

**Principal Report** – Nicole Guertin-Colverson

- Mr. Elliot (grade 8 teacher) has shared that he would take care of the Dj and Music for the Dance-a-thon in April. Not knowing what we would be generating for profits, we are reluctant to go to an outside source for music for the dance-a-thon. Discussed more in detail below.
- OCENET- Mme Colverson has been invited to go to Colombia to share what the OCDSB is doing. Feb 19<sup>th</sup>, 2016 – February 26<sup>th</sup>, 2016. There are a total of 3 principals going. Maple Ridge has hosted various students from different countries over the last 2 years and this is an opportunity to see what other schools are like across the globe.
- Toonie Tuesday will be coming up February 23/2016. There is a teacher who is running point on this incentive and we will also have a display in the school set up. Toonie Tuesday is a Board wide incentive with all monies collected staying within our school board.

**Dance-a-thon-** Tracy

- If we have a dance-a-thon for the full day then it would be broken down into sections so that not all students would come at the same time.

- If we breakdown kids into group of two or more classes, or one level, it may work out better.
- We can check out “Go Noodle” for the younger grades, this is a website that posts music and dance videos that many of the teachers access during DPA. The younger grades could follow along to the dance videos. This would help them to enjoy the dance-a-thon.
- Mme Colverson will check with the staff to obtain the top 3 “wish list” items for the school. This will identify where the funds that are raised are going to support.
- The tentative date for the event is going to be April 29th, 2016. Last Friday in the month of April.
- We still have the option for the cheer team from the RedBlacks to come in and dance with the kids, we will try for the full day. Shealee will follow up with RedBlacks cheer team.
- When the tentative date for the dance-a-thon was in February, Hot 89.9 said that they could come in for the morning 9am-12pm, and hype it up. We would like to still book this with Hot 89.9 and that way Mr. Elliott would be able to get some relief during the day too. Cynthia will follow up with Hot 89.9
- We would like to see if there were/are any older kids that are able to help with the dance day when they are working with the younger grades.
- The breakdown of what grade levels and times will be sent from Tracy to the school administration and we will look for guidance from there
- Incentives to motivate Fundraising efforts
  - Pizza party for the class who raises the most funds
  - Maybe lunch with the principal
  - Participation awards
  - Can we get glow sticks to sell for \$1.00/ each, possibly sell water and/or juice

**Pizza day/ Popcorn-**

- Round 2 was a little less than round 1 for participation. We will be asking the vendor about the pizza day to change it to Wednesday for next school year as Robin is not able to volunteer on Thursdays for the 2016/17 school year.
- Popcorn has been a difficult sale on-line, we need to have it done online or offline as it is getting difficult to manage by allowing parents to choose their ordering options.
  - We did this as it was to avoid multiple transactions.
  - Mme Colverson will ask Mr. Searle, who sells the popcorn to do the money transaction due to these system issues with the popcorn

### **Lunch Lady-**

- Last week we had 77 orders and this week we had 71. The Lunch Lady would have expected double the number of orders with a school Maple Ridge's size.
- We will look at "Synervoice" to see if we can set up a repeating reminder to order The Lunch Lady by Wednesdays at midnight to have meals for the following Tuesday. Rosita to communicate with Mme Makara.

**Constitution review** – Tracy, Robin and Rosita will be reviewing the Maple Ridge Constitution, due date of April. There is no follow up right now on that point.

### **Chair Report** – Cynthia Allen

#### **OCASC update:**

- Cynthia attended the January OCASC meeting that welcomed:
  - Tammy Hicks - OBSIE,
  - Brent Brandham – Jones Brown Insurance Brokerage [holder of the School Council insurance policies]
  - Sandra Lloyd & Bill Tyers from the OCDSB.
- There is a need for us to ensure that any company we work with and/or bring in, is insured. Any company should be providing us with a letter of valid insurance that is up to date. Companies should be able to provide us with a certificate of TSS insurance.
- There was a question about police checks and if there are any volunteers outside of parents they need to have a police check. Mme Colverson will be looking into police checks and what the rules are around that policy.
- Facebook: based on the time needed to man the page itself along with the risk associated with the page. With that we will not be having any sort of Facebook and/or twitter account. A question at the OCASC meeting regarding social media and if something negative is said on a school council social media site, if the council can be sued. The answer was yes, and the OCDSB will follow up with OCASC to confirm how we would be covered by insurance. Cyber insurance is very new.

#### **"Proud to be me" (<http://www.proudtobeme.ca/index.html>)**

Josée Lindsay came into the school and met with the junior and the intermediate students about anti-bullying efforts. It was very well received. There is an emphasis on the positive instead of the emphasis being on the 'bullying'. Cynthia is going to apply for grant resources from Proud to be Me to have a series of workshops at the school for the primary age students.

Freida Fong, won an award at the end of last school year for her role as Crossing Guard. As such, the school was given an amount of money. It was decided that with that money, we would purchase "The Buddy Bench" however we have not yet found an appropriate one. Shealee is going to follow up on ordering 2 of them through her contact, Vanessa from Creative

Design. She is going to find out how to get the schools benches and see what it will cost for two of them to be delivered to the school.

**Financial Report : See Appendix 1 -**

**Stepping stone kids-**

Cynthia will be scoping out stepping stone kits to find economic prices. We are interested in selling the kits (similar to the bird house kits last year). This would be used as a fundraiser around Mother's Day to raise money for the school garden.

February 9<sup>th</sup>/2016 meeting minutes approved by MRES council:

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Executive Signature

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Date

Appendix 1.

**Maple Ridge - Parent Council  
Income Statement**  
(as of November 10, 2015)

	Jul '15 - Jun '16	Jul '14 - Jun 15
<b>Income</b>		
<b>Hot Lunch</b>		
Revenue	11,664	31,428
Expense	(6,182)	(16,535)
<b>Total Hot Lunch</b>	<b>5,482</b>	<b>14,893</b>
<b>Entertainment Book</b>		
Revenue	2,925	4,288
Expense	(2,340)	(2,604)
<b>Total Entertainment Book</b>	<b>585</b>	<b>1,684</b>
<b>Movie Night</b>		
Revenue	0	983
Expense	0	(231)
<b>Total Movie Night</b>	<b>0</b>	<b>752</b>
<b>Family Fun Day</b>		
Revenue	0	6,739
Expense	0	(3,757)
<b>Total Family Fun Day</b>	<b>0</b>	<b>2,982</b>
<b>Other</b>		
Grants	1,500	2,500
Art vernissage	0	0
Other revenue	0	1,315
Other expense	0	(581)
Spiritt day revenue	0	0
<b>Total Other</b>	<b>1,500</b>	<b>3,234</b>
<b>Total Income</b>	<b>7,567</b>	<b>23,545</b>
<b>Expense</b>		
Interest, bank charges	12	111
Miscellaneous	35	75
School - activities	880	1,727
School - books & equipment	2,190	2,717
School - greening	0	31,551
<b>Total Expense</b>	<b>3,117</b>	<b>36,181</b>
<b>Net Income</b>	<b>4,450</b>	<b>(12,636)</b>
Cash, beginning of year	3,822	16,458
<b>Cash, end of year</b>	<b>8,272</b>	<b>3,822</b>
<b>Reconciliation</b>		
Balance per bank	41,428	31,737
Outstanding cheques	(470)	0
Outstanding deposits	5,771	2,085
Commitment (School Yard)	(29,246)	(30,000)
Commitment (Activities/Equipment)	(2,700)	0
Future payments (hot lunch, etc)	(6,511)	0
<b>Cash, end of year</b>	<b>8,272</b>	<b>3,822</b>