



Maple Ridge Elementary School Council
Meeting Minutes April 12th, 2016

6:32 – 8:25pm

Attendees:

Cynthia Allen, Barbara MacIntyre, Natalie Makara, Nicole Guertin-Colverson, Shealee Free, Rosita McLaughlin, Tracy Murdoch, Crystall Matheson, Micheline Lalonde, Elitza Palazov, Robin Januska, Wil Dykstra, Jacquie Jette, Tamara Johnson, Jennifer DaSilva,

Meeting called to Order – Cynthia Allen

Meeting agenda approved. All were in favor

Approval of March meeting minutes – Approved by Rosita, seconded by Will

Constitutional review

Wil Dykstra, Rosita McLaughlin, Robin Januska and Tracy Murdoch did the constitutional review and they have recommendations.

- All were in favor of the proposed changes. This review stands for a 3 year term unless there are major changes to how Council conducts business.

Principal Report – Nicole Guertin-Colverson

- There have been some changes on the school website. This is now a template that the OCDSB is using for every school. The new website design complies with the AODA (Accessibility for Ontarians with Disabilities Act). It is user friendly for the end user and has been updated with a calendar. There is going to be a learning curve as this a new program that is being used and will take a bit of time to better understand the interface itself.
 - No school hours could be found on the website – Mme Makara to follow up.
- The garden and outside classroom is still a priority, prior to end of April we should have a better understanding of quotes and timelines on next steps. Cynthia is following up on getting small child size picnic tables. Mme Colverson is going to touch base with Dan Fournier, Project Leader, Architectural & Engineering in Facilities at the Board
- There are two play structures within the school grounds. There is approximately 4 years left before the structures are deemed expired and will need to be removed. We are looking for play stations vs. play structures. This will have a longer life span and they can be used all year round. Today from ~November through April structures are closed due to safety reasons (structures closed when ground frozen). We would like to start looking into designing and replacing the current structures. This can be in Spring and/or Fall. Since we are looking at play stations and not one big structure, we can add them one component at a time.

- Assembling a Sub-committee that is interested in getting together to see if there are a few options to put together. If we start now we could start the conversations and see how far we get prior to having to bring the actual bigger structure there. The sub-committee will be Tracy, Elitza, Micheline, Nicole, Cynthia and Shealee – to meet April 26th, 2016.
- At the staff meeting there were discussions around the dance-a-thon and what money could be spent on. It was mentioned that there are house lights above the stage that are broken at this time. We are not aware of the cost and/or timing to get them fixed. The Black curtain needs to be fixed as well, not sure if they can be repaired. If the community center uses the stage, we will see if there is a way they can contribute to the cost of these items.
- Midori pizza restaurant in Notre Dame des Champs is looking to see if we would be open to working with them next year. They are hoping to put a bid for next year. We pay \$12.75/pizza currently and this new company charges \$10.00. They sent in pizza for the meeting for a taste test. We will discuss next meeting.

Chair Report – Cynthia Allen

- **Proud to be me** – Council received a PTBM grant that would cover the cost of two ‘*Be Your Best – Improve with Improv*’ workshops. As such, only half of the primary grade students could participate in the activity. In order for all 167 primary students to benefit, there was a need for 4 workshops at a total cost of \$904. They needed 400\$ in order to move forward. Council conducted a vote via e-mail to either support 4 workshops or not. All Council members were in favor of paying the extra \$404 from our funds to support 4 workshops – May 2nd / 3rd, Be Your Best’s Jennifer Laale will facilitate the 4 workshops at Maple Ridge.
- **Rocks & Rings (Curling Canada)** – Maple Ridge council has booked the Rocks & Rings Floor Curling program for the past two year for a total of 8 days. With the Canadian Men’s Curling Championship being held here in Ottawa (Brier 2016), Rocks & Rings wanted to showcase their program. Two Maple Ridge students were asked to represent the students that have participated in the popular floor curling program as the one millionth student and the one million and one student to learn from this R&R program. Curling Canada gifted Maple Ridge two floor curling kits at a value of \$1100.
- **OCASC:** No update, the last meeting was canceled due to freezing rain
- **Pro-Grant:** Pro-grant applications are due May 29th. This is a ministry of education initiative to encourage parent involvement in student learning. Therefore, the grant money cannot be spent strictly on the students or on the purchase of equipment. Council is interested in hosting Math Evenings next year. There are different organizations that offer this programming at varying prices. Should we choose to use one of the more expensive organizations, we would like to partner with another school to share costs. The math nights are very interactive and it fosters learning –Shealee to follow up and complete the application.
- **Tree’s and garden update:** The City of Ottawa Schoolyard Tree Planting follow-up report is due May 1. Cynthia is currently writing this up.

Dance-a-Thon – Friday, April 29/2016

- Announcements over the intercom at school, will be in the morning and again at 2:45pm. This will be done prior to end of day. All money is due by April 20th, 2016.
- There is going to be a few changes when it comes to time-slots and the lunch time. The older kids are going to have a longer dance time. There is an idea that if people who collect a set amount of money can come to the dance earlier than their allotted time and dance as a “VIP”.
- There were also two teachers that spoke about having a ‘thermometer graphic’ to share how much money was raised in total so far. There will also be visuals done in the foyer to share how each team is doing. We are hoping to have it done by Thursday.
- We would like to see a quick turn around on the money earned. This will allow for the students to see the fruits of their labor.
- We will be taking out the water and the popcorn. The glow sticks can sell in the classes prior to the kids getting to the dance-a-thon. We can sell the glow sticks for .50\$ each or 3 for 1.00\$
- Day of we have a total of 5 volunteers to help staff run the day.
- Thursday night there will be set up night for all of the equipment – James Thorpe providing professional equipment and set-up.
 - Mr. Elliott and James will connect for the actual day for music
- Rosita is going to send out one last call for emails home to parents.
- Posters are to be made by our older students
- Teachers to help that day, we will also seek out help from the grade 8 students for the technology part.
- As for fundraising goal, based on us not knowing the funds coming in, we will use towards technology and library.
- Pizza party kinder, primary, junior and intermediate – the class who raises the most money will earn a pizza party. Work for pizza for free via our partners and/or other pizza source.
- For the student that raises the most money – GF for \$15.00 from Place D’Orléans. Tracy will pick these up.
- Cheer squad has already confirmed.
- We are looking for ½ gym for the dance-a-thon.
- We will see if James and Mr. Elliott can work together for audio visual.
- Glow sticks have been purchased through Amazon
- April 29th, 2016 – is the event.
- Volunteers for the event – ◦ Crystall, Shaelee, Tracy, Robin– day of, Shealee also available to help set up 28th.

Financial Report – Wil Dykstra (Appendix 1)

- There is no significant change from last month. Previously Council had committed ~\$30K for the school ground transformation project. That money has been in reserve and is reflected on the financial summary.

Communications. – Rosita

- There will be one last reminder about the dance-a-thon. This will be sent out about 1 week before.

Hot lunch

- Thursday, pizza day are on-going. On a go forward there are a few recommendations:
 - We are recommending that we have a pizza monitor. There are already lunch monitors for the little kids that can act as the pizza monitor. For the older grades, a pizza monitor can be assigned to distribute the pizza within their classroom
 - Mme Colverson & Mme Makara will look for volunteers to help distribute their pizza.
 - Robin Januska, the current MR pizza coordinator is not able to lead the pizza lunches next year on Thursday. Robin has suggested changing to Wednesdays. She has confirmed with River Pizza, that Maple Ridge could change their pizza day to Wednesday.

Family Fun day:

- Family fun day and book fair is on June 9th, 2016 from 5:30-7:30pm. If there is a silent auction we can look at these businesses in order to seek out items for the raffle.
- Cynthia will give us an area and we can seek out sponsorship for this event for the auction. We will need it by XXX day. Cynthia will let us know.
- We were asked if we want the Boston Pizza mascot and we will see if it is available.

Art Vernissage Evening: Thursday, May 5/2016 5:30-7:30pm

Flower pots & seeds – The ‘garden club’ students will help assemble the packages. Barb MacIntyre has volunteered to chaperone the girls in the library during the recess breaks so they can do the work. The garden club will sell the pots & seeds at the Art Vernissage evening. This is both a little mother’s day gift as well as a small fundraiser for the garden spring maintenance.

Shealee to look into Bath & Body Works, Samko & Miko Toy Warehous Sale, Follow up regarding cost of Buddy Benches with customized Maple Ridge design.

Kindergarten information night:

A night for parents that have children registered for either JK and/or SK next year. This is an information session outlining what parents should do to help better prepare their child before they start their day.

April 12th/2016 meeting minutes approved by MRES council:

Executive Signature

Date

Appendix 1.

**Maple Ridge - Parent Council
Income Statement**
(as of April 12, 2016)

	Jul '15 - Jun '16	Jul '14 - Jun 15
Income		
Hot Lunch		
Revenue	24,095	31,428
Expense	(12,771)	(16,535)
Total Hot Lunch	11,324	14,893
Entertainment Book		
Revenue	3,240	4,288
Expense	(2,182)	(2,604)
Total Entertainment Book	1,058	1,684
Movie Night		
Revenue	0	983
Expense	0	(231)
Total Movie Night	0	752
Family Fun Day		
Revenue	0	6,739
Expense	0	(3,757)
Total Family Fun Day	0	2,982
Other		
Grants	1,500	2,500
Art vernissage	0	0
Other revenue	1,402	1,315
Other expense	(1,541)	(581)
Spirit day revenue	0	0
Total Other	1,361	3,234
Total Income	13,743	23,545
Expense		
Interest, bank charges	24	111
Miscellaneous	60	75
School - activities	2,189	1,727
School - books & equipment	1,981	2,717
School - greening	0	31,551
Total Expense	4,254	36,181
Net Income	9,489	(12,636)
Cash, beginning of year	3,822	16,458
Cash, end of year	13,311	3,822
Reconciliation		
Balance per bank	46,068	31,737
Balance per PayPal	599	
Outstanding cheques	(568)	0
Outstanding deposits	0	2,085
Commitment (School Yard)	(29,246)	(30,000)
Commitment (Activities/Equipment)	0	0
Future payments (hot lunch, etc)	(3,542)	0
Cash, end of year	13,311	3,822