



MAPLE RIDGE ELEMENTARY SCHOOL

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OTTAWA-CARLETON
DISTRICT SCHOOL BOARD

Education
Foundation
of Ottawa



Maple Ridge Elementary School Parents Council

1000 Valin St, Orleans, ON K4A 4B5

June 16, 2020 – Meeting via ZOOM

Attendees:

Cynthia Allen, Jennifer Tracey, Pamela Dossett, Marc Laliberté, Barbara MacIntyre, Marianne Harvey, Mireille Filion, Rosita McLaughlin, Wendy Mak, Michelle Snook, Lisa Strachan, Elitza Palazov, Crystall Matheson, Brenda Beaudoin, Lisa Briscoe, Amanda Hope

Regrets:

Rhiana Lorimer, Mara Belitzky, Lizabeth VanDaalen, Karen Lawton, Shannan Rioux, Nadia Al-Shaikhly, Tamara Johnson, Kristi LeBlanc, Sebastien Jean-François, Tonia Awatt, Heather Peppy, Jennifer Malek,

Welcome

Introductions: Mireille Filion, new Principal, round table

Meeting called to Order

6:33pm Minutes Record by: Pamela Dossett

Approval of June 16, 2020 Council Agenda:

Approved

Old Business & Approval of last meeting's minutes:

Motion to approve was by Wendy Mak, Michelle Snook seconded

Principal's Report: Marianne Harvey

Death of George Floyd

- Has touched Maple Ridge, when it happened during the pandemic, Marianne put a message out to Staff to try to open up the conversations.
- A teacher received an email from the sister of one of our current students. This sister, a University student, was advocating for her sibling who had experienced a terrible act of racism at Maple Ridge within the past week. In her email our student's sister expressed her anger and frustrations with our staff at Maple Ridge and advised that nothing has been done to address the terrible act of racism which occurred about 7 days ago. The sister also wrote about her own experiences, and the experiences of her close friends, with racism while she had attended Maple Ridge many years ago. Marianne read the moving email to the teachers (with the permission from the family) and is 100% committed to take action and to do something about

raising awareness of racism within Maple Ridge.

- Marianne urges the Parent Council to become involved and ask the questions about what is being done at Maple Ridge with regards to racism for the next school year.

Recorded Virtual Leaving Ceremony

- Currently working on it for student and parents of grade 8's, and will be available through a google site for about 2 weeks beginning Sunday, June 21.
- Pictures, names and certificates will be shown on the leaving ceremony
- Medals and awards will also be given this year
- Two valedictorians were selected this year
- On Tuesday, June 23rd, all the grade 8 students will be picking up their belongings, t-shirts, medals, certificates, and personal belongings from Maple Ridge.

Retrieval of personal belongs

- Has been going well, teachers have been bagging the student's belongings themselves, and parents have a set time and door at which to collect their student belongs. Parents are asked to stay in the car, the staff will place the bag of contents in the trunk.

Report Cards

- Currently being read and signed off by the principal and vice principal
- Teachers feeling terrible about giving students an "I" for Incomplete on their report cards. This is necessary because there was not enough information to assess that component
- No child would have gone down in marks/grades since March 12/ 2020
- Come September there will be a catch-up period and review period, this has been and may continue to be hard on kids
- If there are questions about report cards sent on June 24th, teachers & Miss Marianne will be here to answer questions and will continue to work up until June 26th

Staffing

- Carol Diamond, our current music teacher who works 2 days / week, was able to get a full-time position elsewhere and will be leaving Maple Ridge
- We are currently 0.74 understaffed this position. Will Henry will not be coming back as both he and Glenda Noseworthy were considered surpluses to our school. Instead of working at 2 schools, they were put into 1 school.
- Positions will be advertised July 2020
- Looking for a bilingual instrumental teacher to fill the 0.74 position
- Staffing can be revised until approximately September 30, 2020 as students come and go for the new school year. There is another vacancy list at that time as well.
- All classes are pretty full, nothing has changed since the last time Council. It is not impacting the French classes, that are full.
- Has been talks and discussions about doing something creative for when and how the kids will be coming to school. Marianne's opinion only (not OCDSB), rumours are that students will have couple days in, then will have online learning from home. Two groups and alternating days. The schoolboard has been working on plans and we have not heard anything yet. Marianne advised we should know by the end of June.

- Sarah Ford advised that apparently the announcement of how the classes will resume will be released in July. It is making it very difficult to plan for daycare. Marianne advised the best person to talk to would be Keith Penny, Vice-Chair of OCDSB Board of Trustees. He is also the trustee for Zone 8 of which Maple Ridge is a part of.
- Cynthia asked about whether there will be staff in the school during the summer to do regular clean-ups? Marianne advised that yes, they have already started their regular clean-up.

Chair Report: Cynthia Allen

Re-Cap

Prior to the schools closing due to the COVID pandemic, we successfully ran our annual Purdys' holiday fundraiser, kicked off the school's 20th anniversary celebration with a bowl-a-thon, held pizza days (22 in terms 1 and 5 in term 2) and arranged The Lunch Lady. We also worked with the grade 6 class to hold a movie night with proceeds going to the Food Bank.

With the funds raised, we supported the following school initiatives:

- Forest of Reading (started in January/February)
- Music books and supplies
- Kinder Wish list
- Upgraded sound system
- Garden upkeep and maintenance
- 20th Anniversary celebrations: group photo & pancake breakfast
- Grade 8 student tribute: lawn signs & yearbooks
 - UPDATE: We have 24 votes for the lawn signs. Michelle reports that she will be picking up the signs for tomorrow (June 17) and looking for volunteers to deliver the 49 children who signed up for the signs.
 - Looking for 5 drivers to help, parents are excited that we have done this for the kids. Cynthia advised that it would be great if we have these out Thursday morning so that parents can take photos. Marianne advised that Mr. Henry will need the photos by Friday if he wants to incorporate them in the school leaving presentation.
 - There is an "H" shape that just gets pushed into the grass. Amanda, Jennifer, Cynthia, Cynthia's husband can help. Marc will take care of sending an email Thursday afternoon to students to get selfies and send them in by Friday.
 - Signs cost a bit less than we thought, the yearbook costs a little more than we thought, seems to have evened-out.

Council received positive feedback about having organized extra activities after-school from Arts Express, Lego, and Mad Science. Council also appreciated the various guest speaks that attended Council meetings throughout our year from Clarissa Arthur from the Ottawa Education Foundation, Keith Penny our school trustee, and members from Maple Ridge's student council. In addition to these initiatives, we had applied for grants for a leadership program and various workshops for the grade 7 & 8 students. The workshops were supposed to be rolled-out in April 2020; however, unable to because of the Pandemic.



Proposal of Election Committee for 2020/21 school year

- Marc Laliberté and Mireille Filion were asked if they would like to take on to be part of the election committee for next year? Both agreed.

Tribute to Grade 8 students: Michelle Snook, Elitza Palazov

- Elitza recounts the list of parents who really helped with the creation of the yearbook, it was an amazing crew helping and the yearbook turned out great
- We were lucky to have parents (Heather Peppy) who had access to expensive software and printing services (Gary). The quality of the book was better quality than the books that had been printed by the OCDSB. It was a thicker book. The price was an issue for the yearbooks, but the thicker books are better for kids.
- Perhaps we can ask the kids next year and encourage them to get involved and maybe do some fundraising. Getting kids involved will also help getting the pictures that we need for the book itself. The kids created the pages and parent volunteers just put the book together with minor editing. The book maintained the students' creations.

Financial Summary: (Appendix 1) Jennifer Tracey

Jennifer highlighted that she will work with Tanya Dumas, the office administrator, to reconcile and clear-up any remaining payables. Some items for discussion include:

- Rooftop photo was done, never got a bill
- Remainder of the legacy project, pending updates
- Pancake breakfast still have appx \$800 remaining for that
- A few things that we committed to that we didn't get to purchase because of the pandemic

Jennifer asked if anyone wanted to do the financial review over the summer? Jennifer would send copies of receipts, cheques, etc. just to double check and make sure that Council is following the rules. Wendy Mak volunteered to take that on and Michelle Snook offered to help as well. Jennifer advised that technically books close July 31, 2020 so we can start as early as August. The deadline is October 2020.

Round Table: All

- The pencils that were taken down from the old Maple Ridge sign in front of the school, were filled with cement, 600 lbs each. Marianne spoke with the Board and advised that we wanted to put them up around the garden. The Board would not allow this, and we were not allowed for insurance purposes to hire someone to put them up for us. They unfortunately had to be thrown in the garbage. There was a lot of back and forth to try and save the pencils, but it just didn't work out.
- There are some pending promises that we can hopefully fill: painting in the playground, mud and grit in the kinder yard, possibly purchase sand, etc. Since the kids aren't there, we really haven't looked at the upgrades.
- Jennifer inquired about if/how we would be getting chromebooks that were lent out, back to the school. Marianne expects that we will get them all back as herself and Marc have tracked them. Marianne advised that if this is the way of the future and we are all doing online learning, the government will have to kick-in some extra Chromebooks if this is the case.

Farewell Marianne

- Gifts and meaningful sentiments were exchanged to commemorate Marianne and her leadership and valuable contributions to our school, we were very lucky to have had Marianne as our School Principal, and she will be greatly missed.

7:50pm meeting adjourned

June 16/2020 meeting minutes approved by MRES council:

Cynthia Allen

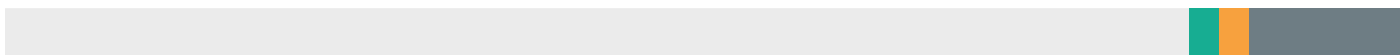
October 13/2020

Executive Signature

Date

Appendix 1. Financial Summary & Commitments

Commitments		Equipment	Activities	Greening
Equip	Purdys 2018/19 (Sound System - Gym)	1,712		
Oct 2019	Legacy Project		888	
	Rooftop Photo		200	
Nov 2019	Music Equipment	621		
	Kinder Wish List	243		
	Science Night	0		
May 2020	Year Book		0	
	Garden			50
	Grad Yard Signs		0	
Total		2,576	1,088	50



Maple Ridge - Parent Council Income Statement & Fund Reconciliation

	<u>Jun 14, 2020</u>	<u>(Last meeting) May 11, 2020</u>	<u>(Last year) June 30, 2019</u>
Income			
Lunch Programs			
Revenue	16,983	18,488	26,750
Expense	-10,560	-12,309	-17,120
Total Lunch Programs	<u>6,424</u>	<u>6,179</u>	<u>9,630</u>
Family Fun Day			
Revenue	0	0	4,742
Expense	0	0	-4,448
Total Family Fun Day	<u>0</u>	<u>0</u>	<u>294</u>
Movie Night			
Revenue	0	0	1,325
Expense	-184	-184	-330
Total Movie Night	<u>-184</u>	<u>-184</u>	<u>995</u>
Other			
Grants	500	500	2,470
Other Revenue	1,202	1,202	228
Other Expense	-627	-627	0
Purdys Revenue	1,805	1,805	1,635
Purdys Expense	0	0	0
Total Other	<u>2,880</u>	<u>2,880</u>	<u>4,333</u>
Total Income	<u>9,120</u>	<u>8,875</u>	<u>15,252</u>
Expense			
Interest, bank charges	30	28	33
Miscellaneous	722	619	197
School - activities	1,104	503	5,209
School - books & equipment	6,314	5,853	10,603
School - greening	50	0	226
Total Expense	<u>8,220</u>	<u>7,002</u>	<u>16,268</u>
Net Income	<u>899</u>	<u>1,873</u>	<u>-1,016</u>
Available funds, beginning of year	<u>10,078</u>	<u>10,078</u>	<u>11,094</u>
Available funds, end of year	<u>10,977</u>	<u>11,951</u>	<u>10,078</u>
Reconciliation			
Balance per bank	14,937	17,009	21,379
Balance per PayPal	0	486	0
Outstanding cheques	(833)	(288)	(57)
Outstanding deposits/receivables	400	0	2,057
Cash On Hand	187	0	0
Commitments			
Hot lunch	0	(1,974)	0
School equipment	(2,576)	(2,193)	(13,301)
School Activities	(1,088)	(1,088)	
School - Greening	(50)		
Available funds, end of year	<u>10,977</u>	<u>11,952</u>	<u>10,078</u>