



MAPLE RIDGE ELEMENTARY SCHOOL

1000 Valin St, Orleans, ON K4A 4B5
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OTTAWA-CARLETON
DISTRICT SCHOOL BOARD

Education
Foundation
of Ottawa

International
Education
Programs

Maple Ridge Elementary School Parents Council

1000 Valin St, Orleans, ON K4A 4B5

October 4th, 2022 – Virtual Meeting 6:30- 8:00pm

Meeting called to order: 6:33 pm

Attendees:

Cynthia Allen, Jennifer Tracey, Mireille Filion, Lisa Briscoe, Amanda Hope, Crystall Matheson, Lysanne Darmody, Wendy Mak, Kelly De Angelis, Mira Tuepah, Pamela Dossett, Kerri Darby, Brenda Beaudoin, Imran Mirza

Absent: Sebastienne Salvant, Tin Tang

Minutes Recorded By: *Amanda Hope*

Approval of Meeting Agenda: Nothing amended; agenda approved as is.

Approval of September's minutes: Cynthia motioned to approve, seconded by Lisa. Minutes approved.

Principal Report: *Mireille Filion & Lysanne Darmody*

From Mireille-

- No reorg, so classes will remain as is. Will continue to push for the 1/2 that is over the cap.
- Mr. Dekker was offered a full-time job elsewhere. In search for this position (7/8 French).
- Mme Mara will be unable to be the teacher rep this year so has put it out to staff.
- Talked as a staff to start popcorn fundraising and get clothing up and running but are looking at alternate companies. Considering the milk program but it is time consuming and requires an adult to oversee.

From Lysanne-

- Meet the Staff was a success. A lot of families attended.

- Cross country will happen next week. About 60 students will attend Oct 12 (grades 6-8) and 60 on Oct 13 (grades 3-5). Soccer will happen but in the spring. Football is happening as well. But there are bussing issues due to staff shortages.
- Field trips are happening but can only happen between 9am and 2pm due to bussing shortages.
- Field trip forms will be available on the website as a backup but will need a paper copy returned (cannot accept faxes or verbal consent).

Q from Cynthia – Do volunteers need police check? A: Up to principal discretion. Parents just volunteering here and there do not, but someone more regular, being alone with kids, overnight trips, yes you do.

- Grade 3 swim to survive is on a waiting list for a morning spot as that is the only time they can get the bussing.

Q from Crystall – Will the grade 4s be able to participate since they didn't get it last year? A: No, they won't be able to due to space limitations.

Q by Jennifer – when is picture day? A: Nov 9, retakes Nov 23

Q by Jennifer – how did the (grade 7) vaccinations go today? A: Lots of emotions but seemed to go well. Some students forgot their papers, but the nurses will come back in the spring.

Q by Pam – Grade 2 has 30 students for English (due to 2s from the 1/2 split being sent to the straight 2 class). How can parents advocate for this? A: Grade 2 can have up to 30 for an hour a day; approved by board, ministry, and union. Lysanne is supporting as much as she can but it is overwhelming. Could go to the trustees or superintendent. In a year where literacy is being pushed this is really difficult for the teacher with this many.

Q by Cynthia – How was the Terry Fox run? A: Kinders had their own run at 12:30; 15-20 parents came to help, walking and supporting the K's. Everyone else was out at 2, beautiful day.

- Had 3 fire drills and will have 3 more in the spring. Will be practicing lockdowns. No police officer, but admin will oversee it. Make sure that it will not be scary for the students but understanding that it is important to hide and be quiet. The school has never had to do a lockdown.

Q from Cynthia – Are all the doors now locked during the day? A: Yes, a sweep is done first thing and doors kept lock unless there is a reason (IE: special event)

Chair Report: *Cynthia Allen*

- Principal Profile – Cynthia motion to approve, Amanda seconds. All in favour. Profile passed and will be sent to the Board.

Fundraising & Communications: *Wendy Lim / Pam Boucher*

- Pizza Lunches – will be once a week; issue with Paypal to link account to get the HotLunches up and running. Hoping to have it rectified and launched for Oct 19th. Will plan to send out email as soon as Paypal issue is sorted. With long weekend, doesn't leave a lot of time to get letters home. Waiting a week may be best to give time to get PayPal issue sorted.
- Purdy's Chocolates Fundraiser – more info will come in November.

Q from Wendy – Could we have a movie night fundraiser for the grads? It was a big fundraiser for them. A: Probably could as it seems some schools are starting to do this, would depend on if there would be enough volunteers. Would have to be a Thursday. Will look at Jan/Feb. (Usually done the night before a PD Day.) If it's for the grade 8s, it should involve them.

Financial Summary: *Jennifer Tracey & Pamela Boucher*

- No real change to the finances from last month. (Appendix 1)
- 2021-2022 Financial Review – Pam audited the finances and found no errors, miscalculations, or misappropriations. Copy of letter will be added to the minutes. (Appendix 2)

Wish List:

- From Mrs. Dunn for the Forest of Reading program. Asking for \$1700 for this program. Considers it a valuable resource that makes a great addition to the library. There are 8 clubs, and this will purchase a copy of each book in the club. Housed in a special location for the year. Students sign up, read the books, and keep track. After 5 books read, they can vote for their favourite. It is a Canada-wide program.
- Magnifying glasses, set of 20, thinking about \$100, pricing them out now (more for Primary/Junior science, not for Kinder).

Cynthia motions to approve all items, Kelly seconds, all in favour. Motion approved to spend total of \$1800 for wish list items.

Q from Pam about Je lis Je lis – Since the board is supporting it now, it won't be a wish list? A: Correct and the school has already put in a request.

Q from Jen – Have you ever looked into QuizLit? A: Lysanne – have used it in the past but find that many teachers use Kahoots for review. If you don't have to create accounts, classes can use it and there is a free version.

Meeting adjourned: 7:47pm

October 4, 2022 meeting minutes approved by MRES council:

Cynthia Allen

November 1/2022

Executive Signature

Date

Appendix 1: Financial Summary and Commitments

Maple Ridge - Parent Council Income Statement & Fund Reconciliation

	<u>Oct 4, 2022</u>	<u>(Last meeting) Jul 31, 2022</u>	<u>(Last year) Jul 31, 2022</u>
Income			
Lunch Programs			
Revenue	0	3,383	3,383
Expense	0	-2,115	-2,115
Total Lunch Programs	<u>0</u>	<u>1,268</u>	<u>1,268</u>
Other			
Grants	0	1,820	1,820
Other Revenue	0	211	211
Purdys Revenue	0	1,012	1,012
Total Income	<u>0</u>	<u>4,311</u>	<u>4,311</u>
Expense			
Interest, bank charges	6	33	33
Miscellaneous	0	201	201
School - activities	0	2,603	2,603
School - books & equipment	0	2,713	2,713
School - greening	0	0	0
Total Expense	<u>6</u>	<u>5,550</u>	<u>5,550</u>
Net Income	<u>-6</u>	<u>-1,240</u>	<u>-1,240</u>
Available funds, beginning of year	8,148	9,388	9,388
Available funds, end of year	<u>8,143</u>	<u>8,148</u>	<u>8,148</u>
Reconciliation			
Balance per bank	7,959	7,965	7,965
Balance per PayPal	0	0	0
Outstanding cheques	0	0	0
Outstanding deposits/receivables	0	0	0
Cash On Hand	184	184	184
Commitments			
Hot lunch	0	0	0
School Equipment	0	0	0
School Activities	0	0	0
School - Greening	0	0	0
Available funds, end of year	<u>8,143</u>	<u>8,148</u>	<u>8,148</u>

Appendix 2. 2021-2022 Financial Review Attestation

September 18, 2022

Maple Ridge Elementary School Council
1000 Valin Street
Orleans, ON
K4A 4B5

To Whom this May Concern,

This letter verifies that I, Pamela Dossett, have audited the financial information of the Maple Ridge Elementary School Council for the school year 2021-2022. I searched for errors, miscalculations, and misappropriations to the best of my ability and found none. The Executive of the Council have upheld their fiduciary duties.

Sincerely,

Pamela Dossett