



Maple Ridge Elementary School Council
Meeting Minutes September 19th, 2017

6:35 –8:35pm

Attendees:

Christi Barry, Robin Januska, Kristi Leblanc, Jennifer Tracey, Tamara Johnson, Wil Dykstra, Jessica Llewellyn, Cat Baron, Amanda Hope, Brenda Beaudoin, Michelle Snook, Elitza Palazov, Melissa Doering, Courtney Marshall, Marianne Harvey, Barbara MacIntyre, Heather Peppy, Micheline Lalonde, Salma Yarjani, Crystall Matheson, Cynthia Allen, Shealee Free, Natalie Makara

Regrets: Travis Allard, Rosita McLaughlin, Tom West, Dave May, Sarah Ford

Meeting called to Order – 6:35pm

School Council Elections

- + Chair -Cynthia Allen(Chair)
- + Wil Dykstra (Treasurer)
- + Christi Barry (Secretary)
- + Community member – Barbara MacIntyre
- + Communications officer – Courtney Marshall, Rosita McLaughlin
- + Fundraising – Michelle Snook
- + Pizza Lunch Coordinators: Robin Januska, Jennifer Tracey
- + Members at Large: Elitza Palazov, Crystall Matheson, Courtney Marshall, Michelle Snook, Tom West, Robin Januska, Jennifer Tracey, Shealee Free, Rosita McLaughlin, Tamara Johnson, Kristi LeBlanc, Micheline Lalonde, Sarah Ford, Brenda Beaudoin, Heather Peppy, Wendy Mak, Kerry Harris

There were several new parents in attendance. Welcome.

June 2017 minutes – are approved with minor corrections by Cynthia Allen and Robin Januska

Meeting dates for the year are typically the 2nd Tuesday of the month with a few exceptions.

- October 17th, 2017
- Nov 14th, 2017
- Dec 12th, 2017
- Jan 16th, 2018
- Feb 13th, 2018
- March 20th, 2018
- April 10th, 2018
- May 8th, 2018
- June 19th, 2018
- Family Fun day – June 7/2018

Chair report – (Cynthia Allen)

Principal Profile

- We have until October month end to review and approve the Principal Profile that will be on file with the OCDSB. There are a few characteristics and qualities that are more important therefore Council will be asked to review the current profile and make sure the key character traits and criteria are at the beginning of the profile.

Maple Ridge Council Constitution

- Cynthia will send it out to members via email however it is linked on the school website. The constitution is reviewed every three years. It was last reviewed April 2016. No review necessary this year.

Lunch Lady

- Again this year, every Tuesday, at the second nutritional break. There was some confusion around the start date. It was supposed to start in October however it started today, September 19. An email announcement will be going out this week to parents. It is a service that is provided to parents/students versus an actual fundraiser. We get ~0.25\$ per lunch.

Hatch Coding Program

- Tuesday and Thursday for the Hatch after school program. This is a 10 week program for an hour each session. Last year there was a waiting list and only ran for 8 weeks. There is a max of 24 students per day. There is a 1 instructor to 6 students ratio. Students that participated in the program last year enjoyed it. This is for grades 2-8.

Loyalty Programs

- Home hardware, Boston Pizza and Mabels Labels. Boston Pizza has a fundraising program available on Mondays and Wednesdays. Council could choose a date, and all receipts collected between 5-8pm on that date, MR would receive 10%. This might work better as a targeted fundraiser, ie. Grade 8 class.

Pizza lunch update

- Orders are up from last year for the 1st week. The pizza days will be starting tomorrow September 20th, 2017.

Samko Toy Sale- Shealee will register our school again this year by end of month.

Pro-Grant

- We submitted a Pro-Grant application based on emotional resilience and how students can deal with anxiety and stress. No response yet if awarded a grant. There is an option for a speaker about 'supporting big emotions". Cynthia has been in touch with the facilitator that used to do the MindMaster2 program through CHEO.

Family Fun day-

- Cirucs Delights is booked for June 7th, 2018.

OCASC (Ottawa Carleton Association of School Councils) –

- \$35.00 annual fees, 3rd Thursday every month and the meeting is 7-9pm.
- This is for all School councils within the OCDSB.
- There was a motion for us to enroll again for this year (2017/2018)
- Additional information <http://ocasc.ca/>

Parent Conference & School Council Training Day – November 18/2017

People For Education Conference – Saturday November 11/2017

- OCASC usually sends a delegation to attend the conference
- Keynote speaker is Dr. Jean Clinton.
- Conference agenda: <http://www.peopleforeducation.ca/events-workshops/come-to-our-conference/session-descriptions/>

Principal Report – Marianne Harvey

General introductions - Mme Harvey comes to us with years of experience, 17 as an administrator. She has been school principal at several schools within the OCDSB as well as working directly for the school board on the full day kindergarten project. For the past two years 'Miss Marianne' has been in China working with elementary aged students.

Milk program / popcorn

- The milk program will be starting soon. Mr. Elliott and his grade 8 class will be organizing it.
- The popcorn program will be organized by Mr. Searle again. Funds collected go towards gym and exercise equipment.

Meet the Teacher's Evening

- Thursday September 28th, 2017. It will be from 6:30-7:30pm
 - Email will be going out this week to inform parents.

School Clothing

- Friday, Sept. 22 there will be a school wide welcome back assembly. The clothing will be discussed at the assembly. An email and order form will be sent home.

Terry Fox Run

- Maple Ridge will be participating again in the annual Terry Fox Run, to be held on Thursday, September 28. At the Friday assembly, there will be a kick off for the run.
(*Post Council Update – Raised over \$2000*)

Picture day

- Will be on Thursday, October 19th, 2017. This is also updated on the website

Wellness Learning Plan –

- Based on the 'Exit Outcomes' survey results, there have been 5 Characteristics and 5 Skills established. There will be school wide assemblies to discuss these traits.
- Strong Focus on Math – Balanced Math.
- Ministry of Education is introducing a new Report Card this year that will include Learning Skills, more to come.

- Friday 29th is Orange day (In recognition of the Residential Schools)

Financial Report – Wil Dykstra (Appendix 1)

Financial Review

- Jennifer Tracey will be following up on this item and bring it to our next meeting. Wil provided Jennifer the financial documentation.

Appendix 1. Financial Summary

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

(as of September 19, 2017)

| | Jul '17 - Jun 18 | Jul '16 - Jun 17 |
|-------------------------------------|------------------|------------------|
| Income | | |
| Lunch Programs | | |
| Revenue | 11,865 | 22,857 |
| Expense | -6,800 | -13,626 |
| Total Lunch Programs | 5,065 | 9,231 |
| Dance-A-Thon | | |
| Revenue | | 6,133 |
| Expense | | -620 |
| Total Dance-A-Thon | 0 | 5,513 |
| Family Fun Day | | |
| Revenue | | 5,140 |
| Expense | | -4,266 |
| Total Family Fun Day | 0 | 874 |
| Other | | |
| Grants | | 2,178 |
| Other revenue | 178 | 184 |
| Other expense | | 0 |
| Total Other | 178 | 2,362 |
| Total Income | 5,243 | 17,980 |
| Expense | | |
| Donations, sponsor | | 900 |
| Interest, bank charges | 5 | 30 |
| Miscellaneous | | 135 |
| School - activities | | 5,524 |
| School - books & equipment | 354 | 19,593 |
| School - greening | | 0 |
| Total Expense | 359 | 26,182 |
| Net Income | 4,884 | -8,202 |
| | | |
| Available funds, beginning of year | 7,670 | 15,872 |
| | | |
| Available funds, end of year | 12,554 | 7,670 |
| Reconciliation | | |
| Balance per bank | 12,633 | 15,375 |
| Balance per PayPal | 11,965 | 100 |
| Outstanding deposits | 0 | 0 |
| Outstanding cheques | 0 | (2,448) |
| Commitments | | |
| School Yard | (5,244) | (5,357) |
| Hot lunch | (6,800) | 0 |
| | | |
| Available funds, end of year | 12,554 | 7,670 |

September 19/2017 meeting minutes approved by MRES council:

Cynthia Allen

October 17/2017

Executive Signature

Date