



Maple Ridge Elementary School Council
Meeting Minutes – October 17th, 2017

6:30 pm – 8:30 pm

Attendees: Cynthia Allen, Michelle Snook, Cat Baron, Kristi LeBlanc, Christi Barry, Robin Januska, Marianne Harvey, Daniel Renaud, Wendy Mak, Kerry Harris, Elitza Palazov, Micheline Lalonde, Jennifer Tracey, Amanda Hope, Barbara MacIntyre, Heather Peppy, Jessica Llewellyn

Regrets: Brenda Beaudoin, Wil Dykstra, Rosita McLaughlin

Meeting called to Order - 6:32pm

Agenda approved motioned by Micheline Lalonde, seconded by Jennifer Tracey

September minutes – motion to approve with minor corrections Michelle Snook, seconded by Elitza Palazov

Chair report

Principal Profile

- Document was sent prior to Council meeting for review
- Review of document, minimal discussion
- Good feedback from parents regarding Mme Harvey's introduction at school
- Principal Profile content unchanged from previous year-
- Updated the school year to 2017/18

Motioned and carried

Lunch Lady – have reached out to find average number of weekly orders; waiting to hear back

System is locking Thursday at midnight, should be Friday. The email reminder that is being sent to parents is on Fridays. Will follow up to assess the situation and adjust either when the system locks or day of the week that the email reminder gets sent.

Hatch Program

- Up and running with 28 students – feedback is good
- There is still space in both nights; capacity is 24 kids per class
- Discussion on cost \$225 for 10 hours, high for some
 - Possible parental involvement? (next year)

Pizza Day - Up and running.

Miscellaneous

- Keith Penny, trustee, will attend November meeting; he will give an update.
 - Come with questions.
- Buddy Benches are outside the D&T room
 - Will they get back outside?
 - How to reintroduce them – don't want to have kids sitting on them and be teased
 - Anyone can sit there; it's a friend bench
 - Put one in the main hall? Add to the display cabinet area
 - Mme Harvey to use it; get others to come

- Mme Harvey to discuss at an assembly
 - Reinforce use
 - Teachers involved at recess?
 - Discussion last year – older class to “monitor” it, keep an eye on it
 - Next assembly – first week of November - resilience
- Vandalism over the summer
- New benches around trees, very low to ground and not being used as benches but more as balance beams
 - One was broken last winter (near the portable) due to the snow removal. Was to be repaired, to follow up.
 - Limited as to what can be done on the school property by volunteers. Most should go through the school board, acquire bids to get work done, a long process. Catholic school board is less strict.
 - Students are often asked to get off the benches however they can sit on the benches and chat, read, play games etc.... during recess time.
- Flag pole in the front
 - Pole fell down, rusted out
 - Unknown if a request has been made for a new one however there is a Canadian Flag flying at the corner of the driveway in front of the SFCC door. There are also flags visible in Maple Ridge lobby.
- Butterfly garden
 - Butterflies came to visit our garden. ‘Painted ladies’ are in abundance this year.
 - Will need one more mowing
 - It is being used well
 - Needs some shade: gazebo?
 - Would the City share costs? School pay half & city pay half?
- Play structures
 - When time to remove the current play structures (due to expire in about 7-10 years depending wear and tear), better to replace with small stations. A Board policy is to close the climbing structures as soon as the ground freezes until thaw. The structure is off limits to students a good portion of the school year.
 - Funding available through the Federal Government for anything that increases accessibility “Enabling Accessibility Fund”
 - School pays 35%, government pays the rest, Michelle Snook is going to forward information about these funding programs.

Principal & Staff Report

- Dan Renaud, a long time Maple Ridge teaching staff spoke to Council about the intermediate program
 - New staff members this year, he is reaching out to them
 - Things are going well
 - Linking up with the high schools – grade 8s moving on
 - Canterbury, Colonel By speakers coming in to explain their programming
 - Social event planned for the Junior & Intermediate students – 67s school day game on November 1/2017
 - University mini enrichment program offered to Grade 8s with Carleton and Ottawa U; Cat Baron is going to make a connection with Algonquin college to see if a similar program can be offered; Algonquin sampler courses.
 - Offered to Grade 8, 9, 10 students
 - There are certain criteria
 - Limited number of spots allotted to each school – very good participation rate from Maple Ridge. (started at 5, last year 33)
 - Every child that has wanted to attend has been able to
 - 60 Grade 8 students at MR this year
 - On average, 35 grade 8s attend in the spring
 - 2500 students attend from all boards
 - 250 courses to choose from
 - Students get to use the same equipment as would be used by university students
 - Financial support is available

- Health and safety monthly school inspections (Mr. Renaud the OHS member)
 - Maple Ridge was audited in May 2017
 - Three areas to concentrate on - Air quality (heat/cool), Pest control, School cleanliness
- Grade 8 grad ceremony in June 2018
 - Cake, decorations, pizza lunch
 - Composite photo with MR graduates

Council has been asked for funds to help with the cost of the celebration.

Note: Each year several awards are given out at the end of the year. After this year, the plaques that we currently have will be full. In addition, Mr. Renaud had purchased a large number of the Maple Ridge medals that students take with them. The stock will be depleted after this year. Council might want to think about allotting funds to purchase new plaques and medals.

Science: There is a need for science equipment. Previously, Council received an IBM grant to fund science equipment and technology. In addition, Council has funded Scientists in the Schools workshops. Mr. Renaud is going to compile a wish list of 'science' related needs. From there, perhaps supplies and equipment can be obtained from the Canadian Government surplus.

- Discussion about partnering with a high school to help build benches & picnic tables

Marianne Harvey

- Two fire drills so far this year, one more this calendar year; 3 more next calendar year
 - 3 boys in the wrong place
 - Do them during class, over nutritional break, during recess. Doors get blocked
 - Lock-down drill and Secure School drill need to be done.
- Terry Fox run was a success, assembly prior. \$2000 raised
 - Mr. Searle's Grade 8s put on a presentation
- Meet the Teacher evening
 - Well received
 - Maps would be a good idea; student ambassadors
 - Set something up for parent-teacher interviews
- PD Day - Teachers
 - Focus was on well-being and renewed math strategy
 - Wellness walk
 - Met in library
 - Looked at Our School Climate Survey (completed last year by grades 4,5,6)
 - Reviewed data
 - Looked at EQAO scores
 - Reviewed data
 - Only 2 teacher development days, so this will be brought up next meeting
- EQAO scores from last year will be shared next month
- Personal devices (BYOD)
 - Supported by our Board
 - Information went home
 - Sign-off required for teachers and students
 - Not mandatory
 - Can only be used for learning
 - Supervised by teachers
 - Chromebooks needed
 - New fundraising initiative for electronics needed
 - Someone would need to take charge of setting up a fundraiser
- New staff - Chris Neile – new instrumental music teacher, started October 13

- Comes from Sawmill Creek
 - .38 contract
- Concussion Protocol – recently a child bumped their head on the playground
 - Followed concussion protocol
 - Examine, question, ice, parents,
 - Following the Board's protocol, the recommendation was to have child assessed for a concussion, went to hospital
 - Board's protocol developed in 2015 after Rowan Stringer but it doesn't really apply to 4-year-olds
 - Questionnaire – what are we playing? Where are we?
 - Information was not provided to the parents
 - Board has a policy on the website; all parents should see it
 - Working on adapting it for our school
 - Communication between the office and parents is critical
 - Common sense is key
 - We need to provide parents with a form detailing what we have done
 - Mme Harvey will bring this up to her next principal's meeting to get feedback on what other schools use

Financial Report (Appendix 1)

- Few changes from last month

Wish List

- Science equipment – Mr. Renaud to follow up
- Barb spoke on behalf of Mrs. Dunn. The Ontario Library Association will post this week the Forest of Reading
 - 2017 - \$1832 cost for books, registration \$50
 - Request for funding to purchase reading club books
 - Funds are available
 - Give \$2000
 - Everyone in agreement
- Robin – tear-drop flags to mark our school when we are at events such as sports tournaments
 - Will get a quote
 - Pinnies or buffs?
 - Laundry facilities on school premises to wash after use

Fundraising

- Brainstorming
 - Paint Nite / Pop-up Painters
 - Currently many doing it
 - What are timelines?
 - Purdys chocolates
 - Maple Syrup
 - Honey
 - Spirit Days
 - Movie nights
- Discussion to continue next meeting

October 17th/2017 meeting minutes approved by MRES council:

Cynthia Allen

November 14/2017

Executive Signature

Date

Appendix 1 Financial summary

Maple Ridge - Parent Council Income Statement & Fund Reconciliation (as of October 17, 2017)

	Jul '17 - Jun 18	Jul '18 - Jun 17
Income		
Lunch Programs		
Revenue	11,865	22,857
Expense	-6,885	-13,626
Total Lunch Programs	4,980	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	5,158	17,980
Expense		
Donations, sponsor		900
Interest, bank charges	8	30
Miscellaneous	16	135
School - activities		5,524
School - books & equipment	354	19,593
School - greening		0
Total Expense	378	26,182
Net Income	4,780	-8,202
Available funds, beginning of year	7,670	15,872
Available funds, end of year	12,450	7,670
Reconciliation		
Balance per bank	22,729	15,375
Balance per PayPal	165	100
Outstanding deposits	0	0
Outstanding cheques	0	(2,448)
Commitments		
School Yard	(5,244)	(5,357)
Hot lunch	(5,200)	0
Available funds, end of year	12,450	7,670