

Elgin Street Parent Council Meeting - December 11th, 2012

Attendance: MJ Tremblay, Barbara Johnston-Iafelice, Erik Husband, Connie Too, Sacha Singh, Catherine Pacella, Sheila James, Susan Fisher, Lorrie Beaton, Heather Lindsay, Jim Costello, Scott MacKenzie, Judith Lamarche

Special Guests: n/a

Absent Members: Tara Hennessy, Diana Mills, Michael Bonser, Samanch Lolabar

1. Welcome, Introductions and Agenda Approval (Sheila James)

MOTION: To accept the agenda – Motion approved by Connie Too, seconded by Susan Fisher; passed by Council.

2. Approval of November Minutes and review of Action Items (Sheila James)

- Review of Action Items by Sheila James.

MOTION: To accept the minutes of the last meeting – Motion approved by Jim Costello, seconded by Erik Husband; passed by Council.

3. Principal's update (Barbara Johnston-Iafelice)

- School is closed tomorrow (Wednesday, December 12, 2012) due to labour dispute, and field trips are cancelled.

- There will be picketers tomorrow, but non-OSSTF staff and non-union staff will be present at the school.

- There may be a small holiday event next Thursday, December 20, 2012.

- Estimate for soccer goals (per pair): Mini posts, \$2,995.00 + HST; Junior posts, \$3150.00 + HST; Senior posts, \$3,395.00 + HST (discount: 2 units, 5%; 3-4 units, 7%). These estimates do not include installation.

- Swimming lessons are temporarily postponed, for now.

4. Co-chairs report- a) Distribution of October 30, 2012 report, b) Fundraising

letter, c) Near West accommodation review, d) Constitution, e) Teacher appreciation

a) Distribution of October 30, 2012 report (Catherine Pacella)

- A copy of the report should be posted in the school (in a public place), and distributed to all parents.

- Due to the photocopying costs involved, distribution will be done via the Google Groups, and it will also be posted on the school's website. As well, a sticker will be added to the children's agendas, to inform parents of the availability of the report.

ACTION ITEM: Catherine will post the report to the Google Groups, prepare the sticker notices, post a copy of the report at the school, and have paper copies available at the school.

b) Fundraising letter

- Letter will be produced for the next Council meeting in January 2013, and can then be voted upon.

ACTION ITEM: Barbara will check into whether donors would be eligible for tax receipts if the Council runs its finances through the school/Board, and if they are, who will prepare the tax receipts?

c) Near West accommodation review

- Elgin St Public School has been added to the review.

- Catherine will be attending the first meeting tomorrow, and Scott will provide assistance and expertise.

d) Constitution

- The co-Chairs are looking for volunteers, and will be contacting volunteers soon to have a meeting on the issue of completing the Constitution.

e) Teacher appreciation

- Idea to provide food at a February 2013 staff meeting, if the labour disputes have been resolved by that point (as there are currently no staff meetings being attended).

- An amount will be proposed in the next agenda item (#5), and the Council will monitor the situation before determining when to schedule the event.

- Cheryl Rodrigue was sent flowers by the Council, as her last day was on November 29,

2012.

5. Financial summary, overview and statements (Erik Husband)

a) Projection of expenses

b) Reimbursement

a) Projection of expenses

- Erik reviewed this month's revenue and expenses (all financial reports had been provided via Google Groups before the meeting)

- Total available funds at this time: \$19,059.80

b) Reimbursement for Erik

MOTION: To reimburse Sacha Singh in the amount of \$53.02 (a copy of the loss-of-receipt form is part of the minutes) for costs associated with the October 2012 movie night – Motion approved by Scott McKenzie, seconded by Jim Costello; passed by Council.

MOTION: To reimburse Erik Husband in the amount of \$305.72 (a copy of the receipts are part of the minutes) for costs outlined in the December 10, 2012 financial report – Motion approved by Sacha Singh, seconded by Heather Lindsay; passed by Council.

- Connie stated that the cost of the student directory should be lower than estimated.

- Erik will revise the financial report, due to missing information on the \$1800 motion for additional Arts funding of last Council meeting.

MOTION: To reimburse Sheila James in the amount of \$45.20 (a copy of the receipt is part of the minutes) for costs associated with purchase of Cheryl Rodrique's flowers – Motion approved by Scott McKenzie, seconded by Jim Costello; passed by Council.

MOTION: To reimburse Sacha Singh in the amount of \$37.13 (a copy of the receipt is part of the minutes) for costs associated purchase of labels for the students' agendas – Motion approved by Scott McKenzie, seconded by Jim Costello; passed by Council.

MOTION: To accept, upon amendment, the financial reports (a copy of which are part of the minutes) – Motion approved by Sacha Singh, seconded by Susan Fisher; passed by Council.

ACTION ITEM: Catherine will go to the bank to get signing authority, and will

inquire as to removing Lorrie's signing authority.

6. Committee updates

- a) School Directory**
- b) Movie Nights**
- c) Google Group manager**
- d) Website**
- e) Playground/Trees**
- f) Constitution review**

e) Playground/Trees (Susan Fisher)

- Susan reported some studies are showing that within 5 to 10 years, there should be a 'cure' for the emerald ash disease, but that the injections should be continued in the meantime.
- She proposes contacting the Board to see if Elgin St Public School can be put on the list for treatment in 2014, and if not, what the cost could be for treatment with Treeazin.
- The Council agreed that Susan should proceed with contacting the Board on this issue, and she will report back.
- She also reported that there has been no response from the City of Ottawa so far regarding the grant for the trees.

a) School Directory (Connie Too)

- Information came back from the teachers in November, and the directories should be stapled together in the coming days.

b) Movie Nights (Sacha Singh)

- Movie night of October 2012 was extremely popular and well-attended. Next one in January 11, 2013
- Made over \$350, and got \$15 of Canadian Tire money in donations.
- Cannot show Disney movies, as the license does not cover them.

c) Google Group manager (Samaneh Lolabar)

- Deferred to next meeting, and Samaneh was not present for the meeting.

d) Website (Catherine Pacella)

- Content is prepared; just has to be added to the website.
- Council will be provided with access before it goes 'live', for comments.
- e) Constitution review (Sheila James, Catherine Pacella)
 - Already discussed in item #4 (Co-chairs' report)

7. Seeking volunteers: Pizza Pal, Newsletter, Safe Schools, Board members (Sheila James)

- Pizza Pal - Council will make an effort to recruit a Pizza Pal.
- Safe Schools – will be deferred until after December 31, 2012 (due to labour dispute)
- Also still looking for volunteers for the Newsletter, and as additional Board members.

8. Other business

1) Wish list, and teachers' consumables (Catherine Pacella)

- Barbara explained to newer Council members what the wish list and teachers' consumables are.
- Barbara also mentioned that there are some families in need being assisted by the Education Foundation, which does get maxed out (per family). People contact Barbara directly (as mentioned on all request/permission forms that are sent to families). A lot of it is spent on gift cards for groceries, medicine, and bus tickets.
- There was some discussion regarding the transparency of the Council making charitable donations.
- Wish list will be deferred to January 2013, in order to prioritize the families in need.

MOTION: To spend \$75 per teacher, for teachers' consumables, with the amount to be rated to their teaching status, with approval of up to \$1350 based on approx. 17.5 staff, with receipts provided – Motion approved by Scott McKenzie, seconded by Erik Husband; passed by Council.

MOTION: To spend \$500 for Barbara to purchase gift cards for families in need at Elgin St. Public School, to be distributed by Barbara, with receipts provided – Motion approved by Lorrie Beaton, seconded by Judith Lamarche; passed by Council.

9. Next meeting date: January 8, 2013, and Meeting Adjournment (Sheila James, Catherine Pacella)

MOTION: To adjourn the meeting – Motion approved by Sacha Singh, seconded by Heather Lindsay; passed by Council.

LIST OF ACTION ITEMS from the December 11th, 2012 meeting

ACTION ITEM: Catherine will post the report to the Google Groups, prepare the sticker notices, post a copy of the report at the school, and have paper copies available at the school.

ACTION ITEM: Barbara will check into whether donors would be eligible for tax receipts if the Council runs its finances through the school/Board, and if they are, who will prepare the tax receipts?

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