

Elgin Street Parent Council Meeting – February 10th, 2015

Attendance: Randy Reynoso (co-chair), Jennifer Simms, Diana Mills, Christine (Chris) Kincaid, Marie Josée (MJ) Tremblay (secretary), Heather Lindsay (community member), Moya Crangle, Darren Eke, Connie Too, Jim Costello (community representative), Doris Zastre (observer & former community member), Laura Frappier (principal), France Poirier (teacher representative), Erik Husband (treasurer), Sacha Singh, Catherine Pacella (co-chair), Cheri MacLachen, Angeleen Nayak, Shelley Langlois (teacher representative), Meredith Blogg (ECE).

Special Guest(s): n/a

Absent: Samaneh Lolabar, Daniel Nugent, Tijen Karatas

Meeting was called to order at 17h39.

1) Approval of minutes/Review of action items

ACTION ITEMS from January 13th, 2015 meeting

ACTION ITEM: Catherine to update the Council website with the word ‘bienvenue’ – TO DO

ACTION ITEM: Catherine to provide Council contact information to Sacha, for the production of an agenda information sticker. – TO DO

ACTION ITEM: Laura will inquire into the completion date of the school’s website updates for accessibility. – IN PROGRESS (Google Translate has been added)

ACTION ITEM: Laura will provide the contact information for MediaSmarts and CHEO to Catherine and Randy, so that Council can take the lead in arranging for the events (using PRO Grant funds) – DONE

ACTION ITEM: Angeleen to provide/make contact with someone for a helmet safety workshop, for the Council to take the lead on (again under the PRO Grant funding). – TO DO

ACTION ITEM: Catherine to put out a call on the GoogleGroups for donations of food and comments of appreciation. – DONE

ACTION ITEM: Randy to pursue the TD Grant application. – IN PROGRESS (Contact is no longer there)

ACTION ITEM: Laura will check with the Board to ensure that Council would be able to provide recognition to companies like TD for grants that support Elgin. – TO DO

ACTION ITEM: Catherine will check with her partner John regarding the acquisition of two USB drives for Council use, to ensure that documents and application are saved and can be reused by future Councils, and that there is a backup drive in the event of loss or damage of the original drive. – IN PROGRESS

ACTION ITEM: Diana will distribute an invitation to the next Committee meeting on the GoogleGroups. – TO DO

ACTION ITEM: Diana will provide information on the Committee's plans and contact information (Twitter, etc) to Catherine, to be posted on the Council's website. – TO DO

ACTION ITEM: Tijen will share the handouts from an interesting presentation given at OCASC regarding internet security when she receives them at the next meeting. – TO DO

ACTION ITEM: Catherine will send the Council's question to Glashan for response. – DONE

MOTION : **To approve the minutes of the January 13th, 2015 meeting (with two corrections to the attendance list)** - Motioned by Jim Costello, seconded by Heather Lindsey, vote passed unanimously

MOTION : **To approve the evening's agenda** - Motioned by Darren Eke, seconded by Moya Crangle, vote passed unanimously

2) Co-Chairs' Report

Glashan donation request

Catherine made contact with a representative at Glashan, and proposed a donation of \$500.00 from Elgin Street P.S. Parent Council to the Glashan initiative.

It was agreed that overtures would be made with Glashan to explore potential joint fundraising events (eg. race weekend).

MOTION: **To approve a donation to Glashan Public School in the amount of \$500.00, for their yard-greening initiative** – motioned by Angeleen Nayak, seconded by Darren Eke, vote passed unanimously

ACTION ITEM: Catherine to provide cheque for Glashan yard-greening initiative to a Glashan representative.

Randy reviewed the communications document that was circulated via the GoogleGroups before the meeting, looking for ways to remind parents of the different ways to get updates regarding the school:

- at movie nights, have a table for signing up parents for the school's blog
- agenda stickers reminding parents to check out the school's website for updates
- the school's Google Calendar will get updated regularly with upcoming events

ACTION ITEM: Laura to check if the Google Calendar can be synced to parents' calendars (ie what platforms can access it?)

MediaSmarts parent session

Catherine has made contact with someone who would be prepared to do a parent session on digital citizenship (using PRO Grant funds)

Catherine is still waiting to hear back from a contact regarding the possibility of having a parent session done (under the PRO Grant funding) on anxiety.

Teacher Appreciation event

Catherine thanked Heather for assisting with the transportation of the food, and Chris for speaking on behalf of the Parent Council at the event. The teachers present all expressed their thanks for Council's efforts to put on the appreciation event.

Technology Committee lead

Randy announced that Eric will be stepping down as lead of the Technology Committee, so a replacement will be needed.

The Technology Committee's mandate has changed somewhat, given the influx of technology to the school; Laura mentioned that she may be looking to the Committee for advice/assistance on how to free up some time for the teachers so that they can be guided by the Board's tech coaches in how to integrate technology into their classroom and teaching.

The Committee may also be able to provide parental input on a greater technology strategy for the school (eg. rules around bringing personal tech devices to school, consequences of breaking the rules), in order to better prepare our children for middle and high school rules on tech devices in school.

ACTION ITEM: Tech Committee to set up a meeting with Laura and some parents regarding tech devices at school.

3) Principal's Report

Laura had already mentioned several of her items earlier in the meeting, such as tech devices from home and the new Google Calendar.

The overnight school trip for the Grade 6 students is at the superintendent's office for approval; more to come.

Five hundred dollars has been spent on French language books (\$300 from Council, and \$200 from the milk fund and an anonymous donor). There were other expenditures as well, including wool for the knitting club (Elgin Knitters).

Laura asked Council for advice on how to share information on when children may be presenting at assemblies; the general consensus was that details could be shared by the teachers to the students involved (to put in their agenda books), and that the automated voice message system would work well to advise parents if they are invited to attend an assembly. Communications regarding the assemblies and other school events could also specify if 'parents are invited' and/or 'volunteers needed', etc.

Laura would like to nominate Sue for a Director of Education Award, as she has been instrumental in many ways to the smooth running of the school. She is looking for submissions/thoughts from the Council for the nomination; she has already asked teachers to ask their students for submissions.

ACTION ITEM: Catherine to draft a submission for the Director of Education Award on behalf of Council, for review and input by Council members.

Laura had also received a tweet from a former student, asking if the time capsule from the 100th anniversary had been dug up yet. She tweeted the person back, asking if they knew the location of the buried capsule, as Diana confirmed that the exact location has not yet come up in the documentation from that event.

Laura presented Sacha with two family admissions to the National Gallery (which had been donated to the school), to raffle off at a future movie night event.

4) Treasurer's Report

The January 2015 financial report (covering back to December 2014) was delivered via email before the meeting and in paper copy at the meeting, and was reviewed in detail by the Treasurer. The total cash available to allocate as of February 6th, 2015 is \$18,752.96.

Laura is planning to consult with the teachers at their next staff meeting as to their list of priorities ('wish list').

MOTION: **To accept the January 2015 financial reports as presented** - Motioned by Darren Eke, seconded by Sacha Singh, vote passed unanimously.

ACTION ITEM: Catherine to send a reminder email to parents regarding the voluntary Arts donation letter.

5) 125th Anniversary Celebration

Randy proposed, for discussion, a starting budget for the 125th Anniversary Celebration Committee of \$1,000.00.

MOTION: To approve a starting budget for the 125th Anniversary Celebration Committee in the amount of \$1,000.00 – motioned by Angeleen Nayak, seconded by Jim Costello, vote passed unanimously

Diana confirmed that the next meeting of the Committee is next week; meeting information will be provided via GoogleGroups.

Diana also gave a brief overview of the anticipated actions of the Committee; Laura will provide her with a proposed date for the event at the school (approx. May 4-8, 2015).

6) Committee Updates

Fundraising

Sacha confirmed that collection of books will start in May 2015, and will start looking for volunteers shortly.

OCASC / survey

Deferred - no representative present.

JPra Board

Darren attended the first Elgin-represented meeting of the JPRA Board; the Board was very appreciative. The next meeting will be on Feb 23rd, 2015, where an item on their agenda will be a vote on the addition of the Elgin representative as a voting member.

7) Roundtable

Deferred, due to time constraints.

Next meeting – Tuesday, March 10th, 2015 at 5:30pm

MOTION : To adjourn the meeting - Motioned by Moya Crangle, seconded by Diana Mills, vote passed unanimously.

Meeting adjourned at 19h46.

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