

## Elgin Street Parent Council

March 22, 2016

Attendance: Moya Crangle, Randy Reynoso, Catherine Pacella, Jim Costello, Amanda Potts, Laura Frappier (principal), Tijen Karatas, Heather Lindsay (community rep), Pina Vito, Sacha Singh, Connie Too, Shaun Simms, Jennifer Simms, Erik Husband, Diana Mills, Matt Cyr

Dorothy Baker (Superintendent), Doris Zastre, Will Wyman, Jason Neal, Mei-Lin Chow, Susan Lindsay, Andre Bernier

Absent: MJ Tremblay, Tara Hogeterp, Eddie Jun

1. Open questions from the floor for Dorothy Baker – Doris – What happens to the teachers should the kindergarten students temporarily move? A – Teachers will all have jobs but they interview at different schools as part of general staffing. Also being provided with support through HR – ie: interview prep. Centennial will address their own staffing and teachers could always end up at that school if an opening is available. Doris – What is happening to the English program? A – Current proposal is for English to stay, and kindergartens are temporarily relocated to Centennial pending a full accommodation review. The district has to deal with the growth of the EFI program. We are seeing 40 new EFI classes each year. Tijen – Any idea when an accommodation review might start? And what about the secondary school review? A – Secondary school review framework is in place but still more consultation coming. As of next fall, all secondary schools (except Rideau HS) will offer EFI. Next step is for trustees to come up with plan for accommodation reviews around the city. For this area, cannot say what the proposed timelines are but we will be notified by May 2016. Shaun – As superintendent, wanted to ask about conflict of interest and board employees. A – An employee of the board can be a member of school council, need to provide a reasonable effort to notify others on board. But they cannot be a parent council member if they are employed at their child's school. Shaun – What about dealing with media etc? A – No conflict, they are acting in capacity as a parent. Connie – We are all volunteers, any penalties for conflict? A – No, this is a parent council. It's a volunteer group that gathers to benefit the kids and the school. No penalties or consequences for anyone who makes a mistake, but rather how to work through any conflict that comes up. It's quite often that people do not know, a mistake occurs, and then you address it.
2. Approval of minutes – Motion to approve December 8, 2015, minutes - Moved by Heather, seconded by Jim, approved with one vote against. Motion to approve January 12, 2016, minutes – Moved by Sacha, seconded by Jim, motion approved. Motion to approve February 9, 2016, minutes with minor revisions to names moved by Pina, seconded by Moya, motion approved. ACTION ITEM: Catherine and Shaun to work with Chris to discuss storing documents. ACTION ITEM: Laura and Randy to talk about working with Centennial to foster a closer relationship, will present at April meeting. ACTION ITEM: Confirm who is attending JPRA for this school year and what is the renewal cycle for board membership.

3. Approval of agenda – Motion to approve March 22, 2016, agenda moved by Pina, seconded by Jim, motion approved.
4. PRO Grant money – Moya proposes bringing in a sexual health expert (Nadine Thornhill) to have an information session with parents. Cost would be \$500. Another school in the east end is interested and we can share costs (but separate sessions) and it would decrease the cost by about \$50. Suggested dates are April 4, 5, April 11, 12, April 18-20, April 25-27. Other school is meeting tonight and will be choosing a date. Motion to approve up to \$500 of PRO Grant funding to be spent on a sexual health expert in April 2016, moved by Shaun, seconded by Heather, motion moved.
5. Updates to parent council constitution – Connie - still some outstanding items from our constitution. Process started in 2012, and we never finalized all of it. Under Code of Ethics, we have “Open to all members of the School Community, honesty, transparency, anti-discrimination.” Need to finalize this section, as well as mission statement. Should also review other sections to ensure everything complies with board policies. Dorothy has looked at it and shared it with board staff (Michele Giroux), and Michele has offered to be a resource to review it and assist. Good practice to review it each year, especially at beginning of new school year so everyone is familiar with it. ACTION ITEM: Dorothy to provide Connie and Jennifer with contact information so next steps can be taken. ACTION ITEM: Connie and Jennifer to work with Michele to start the process.
6. Communication infrastructure – A need to set up a structure and strategy for communicating with the parent community. Dorothy - most organizations, whether school council or not, struggle with communicating. Michele Giroux can also provide assistance with this area. ACTION ITEM: Connie and Jennifer to also inquire on this issue during discussions with Michele Giroux.
7. Chair’s report – A member suggested the need to have a vice chair for the remainder of the school year. Would also help with continuity for next year. ACTION ITEM: council to raise at April 2016 meeting. What else would council like to achieve by the end of the year? ACTION ITEM: For April 2016, identify items that require our priority before the end of the school year.
8. Principal’s report – Changes to the school’s website, went live on February 11, 2016. Board initiative to have streamlined websites across all schools. Most information transferred over but not all. You cannot subscribe to the new website as you could in the past. Google calendar is still available, and Twitter account is also still active. Staff has been working on school learning plan. Working on numeration (relationship between numbers) again this year. Cycle will last about six weeks. In mid-April, school will have a math extravaganza (Mathletes). BYOD – junior teachers working on “passport to the internet.” Madame Bauer is leading this in her classroom. Approached by parent about helping organization supporting Syrian refugees. Laura has asked Team HON in Madame Lei’s classroom to support and that will begin in April. Eco School team is doing a fundraiser (cake raffle) to support project through Earth Rangers. Wish list – common themes include: front courtyard, science equipment and presentations/experts, gym and outdoor equipment, pinnies for school teams, spring musical. A grade 6 end of the year field trip to the YMCA leadership camp is also proposed, as well as a kindergarten end of the year field trip. Laura does not have prices yet from staff, but will have it for next staff meeting in April 2016. Le Coralie (Madame France) will go ahead on May 6, 2016. Moya asked how parents can

bring ideas about how to spend the fundraising dollars. Dorothy advised that it's really up to each parent council how they want to set it up. In the past few years, we've had three year plans or a focus such as technology, French resources. Dorothy also suggested teachers do gap analysis based on each division (ie: kindergarten, primary, junior) to ensure equity of resources. Connie also noted that sometimes it helps to gather volunteers if parents know they are fundraising for a particular area/item that they are interested in.

9. Treasurer's report – opening bank balance for February 8, 2016 - \$18,621.41. Bank balance as of March 7, 2016 - \$19, 172.81. Total cash available to allocate as of March 7, 2016 - \$12, 127.26. Estimated year-end cash position - \$26, 822.55. Still a need to have a third signature for signing authority. ACTION ITEM: Sacha will go to Scotia Bank and have his name added for signing authority. Motion to approve March 2016 treasurer's report moved by Diana, seconded by Pina, motion moved.
10. Fundraising – Offering gluten-free pizza. Catherine advised that no additional students requested gluten-free pizza. Used to have four students, now we only have three this term. Council agreed not to increase cost of each slice for students requesting gluten-free pizza. Catherine also raised issue of tip for driver each Friday. In the past, was always given a set amount. Originally \$10 but that was before full-day kindergarten. In 2013, tip went up to \$15 but we now have even more students at the school. Average bill is \$314. ACTION ITEM: Catherine to provide more information on how much the pizza program makes each term for April 2016 meeting. Book sale – pizza party for the class that brings in the most books according to grade (kindergarten, primary, junior). Sacha is proposing converting volunteer hours into books – ie: if you volunteer x number of hours, it counts as x number of books that goes toward the child's/children's classroom total. Sacha needs an advertising lead and a book sorting lead. ComTech Credit Union does an annual BBQ and would like to do it in conjunction with the book sale. They would participate on the Saturday of the book fair. Sacha will follow up with them. Still need to find 40-45 tables for the book fair. Ottawa Champions baseball – email from a parent who is involved in the organization. They have done fundraisers in the past with other schools. X amount of dollars from each ticket sold goes back to the school. Elgin would be responsible for promoting the event but does not collect the money/distribute the tickets. Suggestion to partner with Centennial. Suggestion for financial assistance for families who may require it. ACTION ITEM: Catherine to follow up with parent to express interest, include Laura so she can follow up re: availability of financial assistance.
11. OCASC – Neither Jennifer or Tijen available to attend last meeting. Discussion was about the board's budget. Tijen asked if anyone had questions to bring forward for Thursday's meeting, none were raised.
12. Overcrowding issue – meeting tomorrow at Jack Purcell organized by some parents. Randy to share on Google groups. Randy will be meeting with Erica tomorrow to discuss the issue. If you have particular questions, please send to Randy in advance. Jennifer suggested the comment about the need for more consultation on the JK issue. Erica has also offered to come to one of our council meetings. Request from parent to have parent council provide a statement before March 29, 2016, meeting. Dorothy – it is clear to board staff that council wanted a temporary solution pending a full accommodation review. Discussion about whether or not council should

have a delegation for March 29. Dorothy also stated that board is aware that people disagree with it. Tijen asked if board will take this as a lesson learned. Dorothy – a full accommodation review is hard enough. This consultation process does have lots of lessons to be learned from various points of views. Dorothy is spearheading a discussion on the lessons learned analysis. Part of challenge with this consultation was the pressing issue of overcrowding for September 2016. Amanda shared a draft letter. Dorothy noted that an onus is also on board staff to talk about viable options. Because you only require one consultation, it often focuses on just that one proposal. Dorothy emphasised the role that staff needs to play – ie: in asking some of the questions that need to be asked. It is easy to say that the onus is on a person to read the information, but board can be doing more to make it more clear and straightforward. Motion to move the following statement for submission to the Committee of the Whole meeting on March 29, 2016, moved by Sacha, seconded Moya, motion approved with one abstention.

“Elgin Street Parent Council would like to clarify our previous submission to the Committee of the Whole. We are requesting a solution that is temporary leading to a comprehensive accommodation review as soon as possible. Our school community is divided about the best solution for the overcrowding problem at Elgin Street Public School and that Elgin Street Parent Council cannot, therefore, take a position on what temporary solution will be best.”

ACTION ITEM: Randy to send motion on Google groups and share with parent community, Randy to also submit to Committee of the Whole.

Motion to adjourn meeting moved by Moya, seconded by Jim, motion approved.