

Elgin Street Parent Council Meeting – May 10th, 2016

Council attendance: Erik Husband (treasurer), Tara Hogeterp (vice-chair), Pina Vito, Jim Costello (community representative), Tijen Karatas, Jennifer Simms, France Poitras (teacher representative), MJ Tremblay (secretary), Heather Lindsay (community representative), Carmen Rupp, Sacha Singh, Amanda Potts, Connie Too, Catherine Pacella, Debbie Cooper, Eddie Jun, Randy Reynoso (chair), Diana Mills, Mei-Lin Chow, Angeleen Nayak

Others: Lisa Choi, Anna Feininger, Colleen Kennelly, Doris Zastre,

Special guest(s): n/a

Absent: Jennifer Stewart, Samanah Lolabar, Alexandra Leonard, Matt Cyr, Shaun Simms, Moya Crangle

The meeting started at 17h32.

1) Approval of agenda

MOTION: To approve the agenda for tonight's meeting - Motioned by Amanda Potts, seconded by Heather Lindsay, vote passed.

2) Approval of minutes

MOTION: To approve the minutes of the meeting of April 12th, 2016 – Motioned by Jim Costello, seconded by Heather Lindsay, vote passed.

MOTION: To approve the minutes of the special meeting held in March 2016 – Motioned by Sacha Singh, seconded by Jennifer Simms, vote passed.

3) Review of Action Items

ACTION ITEMS from the October 13th, 2015 meeting

ACTION ITEM: Angeleen to follow up with her neighbour, and put him in touch with Randy. – DEFERRED TO NEXT YEAR

ACTION ITEMS from the December 8th, 2015 meeting

ACTION ITEM: Laura to update Council in January 2016 on the teachers' wish list items. - DONE

ACTION ITEMS from the January 12th, 2016 meeting

ACTION ITEM: Laura to categorize the teachers' wish list ideas and present them to Council. - DONE

ACTION ITEMS from the March 22nd, 2016 meeting

ACTION ITEM: Catherine and Shaun to work with Chris to discuss storing the Council's documents - DONE

ACTION ITEM: Confirm with Darren/Angeleen who is attending JPRA for this school year and what the renewal cycle is for board membership - DONE

ACTION ITEM: Connie and Jennifer to work with Michele Giroux to start the process (of the Council constitution) – CONSULTATION DONE, REVIEW IN PROGRESS

ACTION ITEM: Connie and Jennifer to also inquire on this issue (community infrastructure) during discussion with Michele Giroux - CONSULTATION DONE, REVIEW IN PROGRESS

ACTION ITEM: For April 2016, identify items that require our priority before the end of the school year – IN PROGRESS

ACTION ITEM: Sacha will go to Scotia Bank and have his name added for signing authority - DONE

ACTION ITEM: Catherine to provide more information on how much the pizza program makes each term, for the April 2016 meeting - DONE

ACTION ITEMS from the April 12th, 2016 meeting

- ACTION ITEM:** For Jennifer and Connie to review the gift policy during their constitution work. – CONSULTATION DONE, REVIEW IN PROGRESS
- ACTION ITEM:** Add the following item to the May 2016 agenda: 2016-2017 PRO Grant money – Proposal: ‘Understanding your child’s learning style’ with Sharon Reichstein - DONE
- ACTION ITEM:** Diana to forward Randy an email with future possible uses for the 2016-2017 PRO Grant money. - DONE
- ACTION ITEM:** Sacha and Catherine to distribute further information on the baseball fundraising. - DONE

12) Principal’s Report

Principal Frappier announced that she would not be returning to Elgin Street P.S. in the fall, for personal reasons. Mark Cruise, currently a vice-principal in Kanata, will be replacing her in the fall, and will be present at the next Parent Council meeting.

Based on current enrolment and the removal of ESL, the class allocation will be as follows (subject to change): four JK/SK classes, two Grade 1 classes, one Grade 1/2 split class, one Grade 2/3 split class, one Grade 3 class, one Grade 4/5 split class, one Grade 5 class, and one Grade 6 class. Two teachers will be leaving Elgin Street P.S. for other schools (Sharon (kindergarten), and Sarah Wood).

Principal Frappier mentioned the secondary school consultations that are currently ongoing, and recommends that any interested parents participate if possible.

Wish List – Teachers and staff have requested various items, totaling approx. \$15,000.00. (itemized list not available for the minutes)

13) Treasurer’s Report

Erik went through the May 2016 financial report that was distributed via email before the meeting – the total cash available to allocate as of May 9th, 2016 was \$13,655.97.

MOTION: To approve the May 2016 financial reports (as presented by Erik Husband) – Motioned by Tara Hogeterp, seconded by Pina Vito, vote passed unanimously.

6) Ploughing of the sidewalks/streets surrounding school

Tara was asking if Council could write to the City of Ottawa and ask if school sidewalks (main sidewalks on the perimeter of the school) could be moved up the priority list, in order to increase the safety of the students' walk to school.

ACTION ITEM: Tara to draft a letter to the City of Ottawa regarding the ploughing of sidewalks on the perimeter of Elgin St P.S., and circulate it to the Council members for review.

7) Bike racks

Tara reported on the state and condition of the bike racks (ie they are not bolted to the ground, they do not accept U locks, etc). She got some quotes from a local company for racks that hold approx. 12 bikes, and prices are around \$1,000.00 to 1,500.00 plus HST and up (depending on the model).

ACTION ITEM: Principal Frappier has asked Kevin to look into whether the Board has paid for the racks in the past, and if a count could be done sometime in the morning to see how often they are being used, and she will come back to Council with the information.

As a separate item, Connie raised the possibility of gifting some of our funds to Centennial P.S., since some of the English students will be moving there and many of their parents have been active fundraisers. It was proposed that approx. 15% percent of the \$15,680.00 for the teacher wish list (pro-rated based on 51 students leaving from the 320 students who started the year, rounded up) be given to Centennial P.S. The principal clarified that such donations between schools are allowed.

MOTION: **A community goodwill donation to Centennial Public School in the amount of \$2,500.00, in recognition of the English Program being relocated by the OCDSB to Centennial and the fundraising efforts of those students and parents – Motioned by Amanda Potts, seconded by Tijen Varatas, vote passed.**

ACTION ITEM: Randy to draft a letter to accompany the donation to Centennial, for Council's approval.

Tara also proposed a possible addition to the fundraising efforts; an event similar to the "Taste of the Glebe".

ACTION ITEM: Tara to gather further information (liquor license, size of venue, etc) on a "Taste of Elgin" event, and to recruit possible volunteers and organizers.

ACTION ITEM: Amanda to do a draft proposal for the PRO Grant, and Tijen will proof-read it (as it is due on May 29th).

10) Accommodation Review

Eddie proposed that Council provide a united front to the Board regarding the immediate need for an accommodation review, and to send a delegation to the upcoming meetings (on May 17th, June 6th). There was much discussion on what Council's role should be (as a "vehicle of communication", as confirmed by the superintendent, and/or a solicitor of the school parent community's views), and whether a delegation would be the most appropriate role at this time. It was agreed that a factual

ACTION ITEM: Principal Frappier will consult on the delegation issue and get more information, and will get back to Council.

9) 2016-2017 PRO Grant money – Proposal: 'Understanding your child's learning style' with Sharon Reichstein

Due to time constraints, this point will be deferred to the next meeting.

14) Volunteer & Fundraising Chairs' Report

Sacha reported that preparations for the Book Sale were well underway; still looking for more volunteers and more empty boxes.

Catherine asked that the tip amount for the pizza delivery person be increased from its current 4.49% tip. Erik suggested that Principal Frappier look into if the school can pay for the pizza and then the HST reimbursement could go to the tip, depending on how the Board intends to do payments in the future (ie PayPal).

ACTION ITEM: Principal Frappier will consult on the pizza payment issue, and will get back to Council.

MOTION: **To increase the weekly tip to the pizza delivery person to 15% (approx. \$50 per week, retroactive to compensate for out of pocket expenses) – Motioned by Tara Hogeterp, seconded by Heather Lindsay, vote passed.**

MOTION: **A donation to cover an initial portion of the teacher wish list, in the amount of \$7,500.00 – Motioned by Pina Vito, seconded by Tara Hogeterp, vote passed.**

15) Technology Committee

Due to time constraints, this item was deferred to the next meeting. Chris will provide Randy with a list of the documents that can start to be moved over to the electronic files.

16) OCASC Representatives' Report

Due to time constraints, this item was deferred to the next meeting.

The next regular Council meeting is scheduled for Tuesday, June 21th, 2016 at 5:30pm.

MOTION: To adjourn the May 10th, 2016, meeting - Motioned by Randy Reynoso, seconded by MJ Tremblay, vote passed unanimously.

The meeting was adjourned at 20h17.

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ACTION ITEM: Connie and Jennifer to also inquire on this issue (community infrastructure) during discussion with Michele Giroux – CONSULTATION DONE, REVIEW IN PROGRESS

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ACTION ITEM: Principal Frappier will consult on the accommodation issue and get more information, and will get back to Council.

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MOTIONS from the May 10th, 2016 meeting

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