

Elgin Street Parent Council Meeting – September 20th, 2016

Council attendance: André Bernier (incoming member), Michael Cameron (incoming member), Jim Costello (community representative, incoming and outgoing), Malaka Hendela (incoming OCASC Representative), Tara Hogeterp (incoming Co-chair, outgoing Vice Chair), Erik Husband (treasurer, incoming and outgoing), Eddie Jun Vito (member, incoming and outgoing), Heather Lindsay (community representative, incoming and outgoing), Natalie Lyle (incoming Co-chair), Diana Mills (member, incoming and outgoing), Angeleen Nayak (incoming member), Jerry Ritt (incoming member), Sacha Singh (incoming member, outgoing Volunteer & Fundraising Chair), Matthew Vincelli (incoming member), Pina Vito (member, incoming and outgoing)

Others: Gemeni Abou Assaly, Ayham Alomari, Lama Chami, Moya Crangle (outgoing Council member), Mark Cruise (Principal), Mark De Guzman, Darren Eke, Julia Murphy, Amanda Potts (outgoing Council member), Randy Reynoso (outgoing Council Chair)

Special guest(s): n/a

Absent: MJ Tremblay (secretary, incoming and outgoing)

The meeting started at 17h35.

1) Welcome from the Chair, Vice Chair and Principal

Randy Reynoso opened the meeting and stressed that involvement with Parent Council was a good way to contribute to the community. Principal Mark Cruise introduced himself and indicated that he was looking forward to working with Council. Follow this, those in attendance introduced themselves and identified themselves as members of the outgoing Council where applicable.

2) Presentation on what Council does

Amanda Potts provided a general overview of Council's role, outlining its responsibilities as they relate to community-building, communication with parents/guardians, support for school activities, fund raising and engagement on Board-wide issues/questions. She indicated that Council meets on the second Tuesday of the month and has six to fourteen voting members. She stressed that parents/guardians were always welcome, whether members of Council or not. In the discussion after her presentation the following points were clarified or expanded on by Amanda and other outgoing Council members:

- The only difference between voting Council members and non-voting members is that voting Council members have a vote. A majority is required for decisions.
- Council members served for one year, and do not automatically retain their positions beyond that.
- Every meeting is open to any and all parents/guardians.
- The Council's main objective is to represent parents and support school activities.
- An earlier project to re-write the Council's Constitution was deferred for the incoming Council's consideration.
- There are no grade-specific representatives. This has been discussed in the past but it has proven challenging to find sufficient parent/guardian participants to make this workable.
- Council members are all volunteers.
- Due to turnover in Council membership, year-over-year decision-making cannot be expected to be fully consistent.

3) Approval of the Agenda

MOTION: To approve the agenda for tonight's meeting - Motioned by Amanda Potts, seconded by Pina Vito, vote passed. Note: subsequent to the circulation of the agenda on September 20, 2016, some additional items were added.

4) Approval of minutes and review of action items

Minutes for the June 21, 2016 Council meeting were not available.

MOTION: To defer consideration of the minutes from the June 21, 2016 Council meeting - Motioned by _____, seconded by _____, vote passed.

5) Treasurer's Report

Erik Husband provided an overview of the budget and indicated that the presentation of an update on the budget was a standing item at every meeting. During the presentation and discussion that went with it the following point were made:

- It was explained that as the Council transitions from one school year to another it normally retains some funds and transfers the rest to the school, e.g., funds above \$10,000. It was noted that it is challenging for an outgoing Council to completely conclude this process as some financial transactions must necessarily occur after the last Council meeting in June, e.g., those related to the book sale. It was suggested that the new Council could finalize this.
- Adjustments would need to be made for two cheques (#770 and #793) linked to pizza lunches.

- The forecast would be adjusted to remove income from future pizza lunches. It was explained that the School would be running the lunches itself, and would retain the proceeds. While this will result in a decrease in the funds raised by the Council, it will have no net impact on the school.
- A question was raised as to whether the budget reflected to prior decision to increase the tip paid to the pizza delivery driver, and whether that decision was retroactive. It was agreed that Catherine Pacella should be consulted to clarify this. There are no implications going forward given that Council is no longer responsible for the pizza lunches.
- As per the previous Council's decision, a \$2,500 contribution would be made to Centennial's Parent Council.
- As per the previous Council's decision, Council will fund the new bike racks, which are expected to be delivered shortly.

MOTION: To approve expense for the year of up to \$300 for child care for Council meetings and up to \$1,200 for moving nights expenses - Motioned by Malaka Hendela, seconded by Diana Mills, vote passed. (Note: the actual motion was made closer to the end of the meeting.)

ACTION ITEM: Consult Catherine Pacella to clarify what was done with the tip for the pizza driver (unassigned).

6) Election of New Council

Randy Reynoso invited those parents/guardians in attendance, should they so desire, to put their names forward for consideration as voting Council members, explaining that should the number of volunteers exceed fourteen that a vote could be held. The number of volunteers did not exceed this number, so the voting members of Council were elected by acclaim, its new membership comprising:

- André Bernier
- Michael Cameron,
- Darren Eke (subsequent to the meeting requested that his name be withdrawn)
- Malaka Hendela
- Tara Hogeterp
- Erik Husband
- Diana Mills
- Natalie Lyle
- Angeleen Nayak
- Jerry Ritt
- Marie Josee Tremblay (not present, but her name was put forward for consideration by Randy Renoso at her request)

- Sacha Singh
- Matthew Vincelli
- Pina Vito

Randy Reynoso invited those community members in attendance, should they so desire, to put their names forward for consideration as voting Council members, explaining that should the number of volunteers exceed two that a vote could be held. The number of volunteers did not exceed this number, so the community members of the Council were elected by acclaim, with the representatives being:

- Jim Costello (community representative)
- Heather Lindsay (community representative)

Prior to the election of the community representatives it was suggested that there might be value in engaging in greater outreach to ensure that there was more awareness in the community of the opportunity to participate on Council as community representatives. It was specifically suggested that there would be value in building stronger links with nearby schools (e.g., Centennial and Lady Evelyn). It was noted that OCASC could provide a forum for accomplishing this.

7) **Election of New Council Executive**

The Executive members of the Council were elected by acclaim:

- Co-chairs: Tara Hogeterp and Natalie Lyle
- Treasurer: Erik Husband
- Secretary: Marie Josee Tremblay
- OCASC representative: Malaka Hendela

There were no volunteers for the position of Volunteer and Fundraising Chair; this filling of this position will be considered at a future Council meeting.

At the conclusion of the election of the Executive, it was suggested that there would be value in identifying any perceived/potential conflicts of interest. The following were identified:

- Jim Costello is employed by the OCDSB
- Erik Husband is a member of the OCDSB audit committee
- Diana Mills is a member of the Parent Involvement Committee of the OCDSB
- Andre Bernier is married to an employee of the OCDSB

8) Volunteers for Meet the Teacher Event

Principal Cruise reminded those in attendance that there would be a meet the staff event on Tuesday September 27, 2016 from 16h30-18h30. He indicated that it would be helpful if people could volunteer to help sell tickets for food and beverages and encouraged those interested to contact him.

9) Savouring Centretown Report

Amanda Potts provided an overview of this proposed initiative and indicated that it had not been possible to fully organize it in the time available. She stressed that significant advance work was required, in particular direct engagement with restaurants and other food/drink providers. She recommended that the new Council endeavour to organize an event in 2017. That said, she noted that there is a January event in the Glebe, which would make an event at that time more challenging. In the discussion that followed, the following points/questions were raised:

- It was asked to what degree the event would be affordable for families and community members.
- It was suggested that a winter carnival or fair might be another kind of event that Council could support.
- It was suggested that the event should be timed so as to avoid volunteer fatigue (e.g., with the book fair)
- The way in which the Council communicates with parents was extensively discussed
- Sasha Singh, who has led the organization of the book fair in recent years, indicated that he would be willing to help someone else lead its organization.

ACTION ITEM: A discussion on the Council's communication protocol is to be added to the next agenda.

10) New Bike Racks

Tara Hogeterp indicated that the new bike racks whose purchase the outgoing Council had authorized will be arriving soon. She indicated that Jack Purcell had agreed to cover half of the costs. She also indicated that the old bike racks would still be available.

11) Active transportation/ploughing sidewalks

Deferred

12) Website

Tara Hogeterp indicated that in recent years the Council's website had been hosted for free by a member of the Elgin Street community. This arrangement has been discontinued and a new site will need to be found. . In the discussion that followed, the following points/questions were raised:

- Could the site be hosted on the school website? Principal Cruise indicated that this would not likely be possible, but that he would look into it.
- The use of Facebook/Twitter was raised and it was agreed that this would be best discussed when the Council's communication protocol was reviewed.
- It was suggested that the incoming Council might wish to hold a planning meeting so as to avoid overburdening its regular agenda.

ACTION ITEM: Tara Hogeterp agreed to consult on external options for hosting the site.

13) New Flower Planters

New flower planters will be installed to spruce up the courtyard. Principal Cruise asked that anyone interested in helping with their construction should contact him. Non-parent/guardian volunteers might need to be vetted (e.g., require police checks) to respect current requirements, but probably not if they were not going to come into contact with students.

14) Date/Time of Council Meetings

MOTION: To change the regular council meeting date to the third Tuesday of the month –
 Motioned by Andre Bernier, seconded by Pina Vito, vote passed with one abstention.

15) Chair / Vice Chair's Report

The outgoing Chair did not offer additional comments. Natalie Lyle, an incoming Co-Chair, indicated that she was looking forward to working with Council.

16) Principal's Report

Principal Cruise provided his report, whose highlights included:

- New windows were installed at the school over the summer.
- Spanish lessons have started, it is expected that a chess club will be organized shortly and swimming lessons start on October 4.
- Accommodation reviews are taking place in the east and west ends.
- The school board keeps a profile of what attributes a principle should have, and this profile will need to be updated.
- The Terry Fox run will take place on September 29, students could bring \$1-2 to contribute to fund raising.
- School community members are encouraged to wear orange on September 30 to help support a meaningful discussion on the legacy of residential schools; no specific activities are planned at present.

- A date for school photos has not yet been set.

17) Volunteer & Fundraising Chairs' Report

Sasha Singh indicated that the first movie night would be on October 14 and that advertisements would be sent a week in advance. He also noted that Jack Purcell had approached Council regarding the possible coordination of plans around celebrating Canada's 150th birthday in 2017. Specifically, Jack Purcell would like to advertise Council's book sale as a part of their promotional efforts. Council would run the book sale as it normally does.

18) OCASC Representatives' Report

No representative was available to provide an update. Information regarding the next meeting could be found on the website.

19) Adjournment

The next regular Council meeting is scheduled for Tuesday, October 18, 2016 at 5:30pm.

MOTION: To adjourn the September 20th, 2016, meeting - Motioned by Sacha Singh, seconded by Heather Lindsay, vote passed unanimously.