

## Elgin Street Parent Council Meeting – April 18<sup>th</sup>, 2017

Council Attendance: Nathalie Lyle (co-chair), Tara Hogeterp (co-chair), MJ Tremblay (secretary), Jim Costello (community representative), Heather Lindsay (community representative), Sacha Singh, Erik Husband (treasurer), André Bernier, Pina Vito, Eddie Jun, Diana Mills, Matt Vincelli

Others: Mark Cruise (principal), Doris Zastre

Special guest(s): n/a

Absent: Jerry Ritt, Angeleen Nayak, Marilee Bowles-Wilson or France Poitras (teacher representatives), Michael Cameron, Malaka Hendela (OCASC)

The meeting started at 17h30.

### 1) Approval of agenda

**MOTION:** To approve the agenda for tonight's meeting - Motioned by Sacha Singh, seconded by Tara Hogeterp, vote passed unanimously.

### 2) Approval of minutes

**MOTION:** To approve the minutes of the meeting of March 21<sup>st</sup>, 2017 – Motioned by Jim Costello, seconded by André Bernier, vote passed unanimously.

### Review of Action Items

#### Action items from the January 31<sup>st</sup>, 2017 meeting

**ACTION ITEM:** Matt to add links on the Council's website to the OCASC and Board information regarding the accommodation review – IN PROGRESS

#### Action items from the February 21<sup>st</sup>, 2017 meeting

**ACTION ITEM:** Nathalie will research the printing of kids' art as a fundraising opportunity – IN PROGRESS

**ACTION ITEM:** Nathalie will contact Matt on adding the 2015-2016 arts activities information to the Council website. – DONE

**Action items from the March 21<sup>st</sup>, 2017 meeting**

**ACTION ITEM:** Diana will pass the Elgin 125 Twitter account info to Matt for deactivation. – DONE.

**ACTION ITEM:** Nathalie will forward her research on a possible participation in the Canada Coding Week to Mark. - DONE

**ACTION ITEM:** Matt to resend the revised Constitution document to Council for comments. - DONE

**ACTION ITEM:** Nathalie will investigate how PayPal or a similar system could be used in a manner recommended by the superintendent, and will bring the information back to Council. – DONE (they have confirmed that they have no possibility of a second verifying ‘signature’).

**ACTION ITEM:** Nathalie will continue her research on a coding-STEM PRO-Grant opportunity, as it will have to be decided on within the next couple of weeks if it is to happen before the end of June 2017, and will send an email around to Council with the results. – IN PROGRESS

**3) Treasurer’s Report**

Erik had distributed the April 2017 financial report via email before today’s meeting – the total cash available to allocate as of April 18<sup>th</sup>, 2017 is \$2,507.83.

**MOTION:** **To approve the April 2017 financial report (as presented by Erik Husband), with the minor wording changes that Erik put in during the meeting; final version will be sent out via email) – Motioned by Jim Costello, seconded by Sacha Singh, vote passed unanimously.**

**4) Bike Rack update**

Tara emailed the company again but received no response, but will follow-up by phone.

**ACTION ITEM:** Tara will contact the bike rack supplier by phone for an update.

**5) PRO Grant use for 2016-2017**

Nathalie did some research with ‘Let’s Talk Science’, and Tara did email her contact at the Museum, so the item is in progress and more research will be required. A STEM resource library is also a possible use for the funds, or a ‘game’ or kit (eg. LEGO Mindstorm) that could be signed out by parents. Deadline for submission for next year’s PRO Grant is May 25, 2017; Erik has agreed to work on the submission.

**ACTION ITEM:** Erik will work on and submit the PRO Grant application for 2017-2018.

**6) School Mascot, crest, logo, motto, contest for creating, procurement & selling merchandise**

Matt has been thinking about various merchandise that could be done for fundraising purposes (like Mabel’s Labels), and perhaps the idea of a contest for a new mascot, new school crest, etc. Mark has put some thought into the idea as well, although he would be unable to take on the task of organizing T-shirt sales. There seemed to be a general agreement that it would be best to start small (with badges, zipper-pulls, etc), and work up to T-shirts at a later time. Matt is willing to put in a couple of hours to research this further, and is looking for the details we have already as a starting point, which all of Council could review at the next meeting.

**ACTION ITEM:** Diana will forward the school crest information, etc, that she has to Matt.

**ACTION ITEM:** Nathalie and Tara will add the merchandising item to the agenda for the next Council meeting in May 2017.

**MOTION:** **To post a fundraising link to Mabel’s Labels on the Elgin Street Public School Council website, with the provision that any funds received have to be auto-directed to Parent Council; if not that auto-direction of funds is not possible, Matt will come back to Council with an update** - Motioned by Matt Vincelli, seconded by André Bernier, vote passed unanimously.

**7) Constitution changes**

André resent the latest version of the Constitution to the Council members during the meeting, and it was agreed that a PDF version would be posted to the Council website for review by the wider parent community, with the intention to get feedback and vote on the changes in the next couple of months. Mark will sent a special mid-week Update email to parents.

**ACTION ITEM:** Matt to post a PDF version of the revised Constitution to the Council website.

**ACTION ITEM:** Mark to add a mid-week Update email regarding the revised Constitution.

**8) Safe & Active Transport update**

Mark was looking for additional parents to help out with the rescheduled traffic survey; Pina has volunteered to assist. Student surveys will be done in class next week.

**9) Co-chairs report**

Nathalie did not have any items for the co-chairs report, as the items were already covered. Tara spoke with the city counsellor's office this afternoon; it doesn't look like the Elgin Street renewal is going to pass at transportation committee as the local businesses want the street to stay as is (they want the 'status quo'); the next meeting of that committee is in May 2017. It was generally agreed that parents can individually advocate their thoughts on the renewal to the transportation committee, but that Council will not advocate itself; however, Council should share general, unbiased information (like the dates of the next meeting) with parents as a 'conduit of information'.

**ACTION ITEM:** Tara will forward a draft email regarding the Elgin Street renewal to Mark, for his review.

**10) Principal's report**

For next year, the school will be going down to 12 classes (it is projected to have 3 kindergarten classes, instead of four, and the Grade 6 regular program class will no longer exist). So far, besides the three kindergarten classes, it looks like there will be two Grade 1 classes, a split 1-2 class, two Grade 2 classes, a 2-3 split class, a Grade 3-4 split class, a Grade 4-5 split class, and one Grade 6 class.

Volunteer breakfast is coming up on Friday, May 12<sup>th</sup>, 2017; invitations will be sent out soon.

Henry Burriss' visit was very interesting, and he has invited all juniors to his camp on Sunday, May 14<sup>th</sup>, 2017 from 9:00 to 13:00 at TD Place.

School climate survey will go out to parents from April 24<sup>th</sup> to May 12<sup>th</sup>, as well as to Grade 4 to 6 students.

Education week is May 1<sup>st</sup> to 5<sup>th</sup>; there will be an open-house for parents on May 2<sup>nd</sup> from 11:00 to 13:00.

Grade 6-led play will be presented on May 9<sup>th</sup>, 2017, from 11:00 – 12:00.

Choralie will be singing on Parliament Hill on May 18<sup>th</sup>, 2017.

### **11) Volunteer Committee**

Pina confirmed that the banner will be updated with this year's dates, and the supplier has agreed to do it again next year.

Tara has created a schedule for the book sorting nights, as a Council member must be present for any after-school Council activities, and she encouraged Council members to sign up for a night.

Mark will remind teachers to hand in their class totals poster at the office by May 1<sup>st</sup>.

### **12) OCASC report**

Malaka was unable to make it to the meeting, but agreed via email to have the following text added to the minutes:

*In my absence, I don't have anything too significant as OCASC update:*

- Today is the last day to nominate a volunteer for the Board awards recognizing volunteer contributions.*
- at the last OCASC meeting we had a debrief regarding lessons learned from the accommodation reviews, we also had a presentation from a school that had financial/cash handling improprieties which prompted broader discussion about ensuring councils are following requirements as to financial reporting and cash handling.*
- The next accommodation review is being delayed slightly as the Board regroups and looks at their lessons learned. As of yet we don't have formal communication regarding the overall timelines so I cannot tell if there will be any impacts on the timing of Centretown's review. If any information comes out with more clarity I will send it around.*

The next regular Council meeting is scheduled for Tuesday, May 16<sup>th</sup>, 2017 at 5:30pm.

**MOTION: To adjourn the April 18<sup>th</sup>, 2017, meeting** - Motioned by Erik Husband, seconded by MJ Tremblay, vote passed unanimously.

The meeting was adjourned at 19h37.

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**MOTIONS from the April 18<sup>th</sup>, 2017 meeting**

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- MOTION:** To approve the minutes of the meeting of March 21<sup>st</sup>, 2017 – Motioned by Jim Costello, seconded by André Bernier, vote passed unanimously.
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