

# **JPS School Council**

## **Meeting Minutes**

*September 25, 2017*

*Present:* Doug Ouellette, Sarah Butcher, Lynn Alliston, Karen Craddock, Katie Labrie, Krystal Dutcher, Donna Berry, Angie Campbell, Sarah Hardy, Miranda Montague, Jasmine Dawson, Brynn Vokes, Sam Huitema, Kate Solomon, Rachelle Hest, Josh Daley

*Regrets:* Katie Rex, Amy Heeg, Tanya Hogeveen

*Absent:* Barb Fearman, Heidi Dawson, Angie Smuck

*Next meeting:* Monday October 23rd @ 6 pm Staff Room

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### **1. Opening & Welcome**

Sarah opened the meeting welcoming everyone to Council for the new school year. Several new people came showing interest in Council: Kate, Rachelle, Jasmine, Donna, Brynn, Sam, and Josh. Katie Rex will be taking a break this year with her new baby.

Lynn Alliston is taking minutes for this meeting, as previously arranged, due to Diana Hedges' "graduation".

Sarah asked everyone to introduce themselves and give a brief description of the skills they bring to Council, in order to get to know each other and utilize abilities:

Sarah B – time, organization, and follow-through (background in Business Accounting)

Sarah H – time depending on work schedule

Doug – Principal - explained that Council is an advisory body to the school and acts as a sounding board for him on issues. Council discusses ideas to make JPS a better place, etc. Council is not a forum for specific teacher/student complaints.

Lynn – “techie”, computer and documentation skills

Jasmine – student

Donna – retired teacher

Karen – Grade 1 teacher

Brynn – student

Miranda – time

Krystal – time depending on work schedule

Sam – student

Kate S – some time, has program administration/fundraising/grant writing experience

Rachelle – some time, follow-through, legal experience

Katie – time, background in event planning

Josh – Public Health background

Angie C – Public Health background

Sarah mentioned the Grand Erie Board Council Start-Up meeting on Oct. 4th. Tonight was the last chance to RSVP. Katie L, Sarah B, and Rachelle are planning to attend.

Sarah asked parent members to disclose employment with the Board, and everyone to share conflicts of interest if apparent, or whenever they become known. No one had information to declare.

### **2. Elections/Appointments**

Sarah B – Chair (acclaimed)

Miranda – Treasurer (acclaimed)

Katie L – Vice Chair (appointed)

Karen Craddock- Teacher Rep. (appointed)

Donna Berry – Community Rep. (appointed)  
Secretary – vacant  
Student Rep. – Jasmine Dawson (appointed)

### 3. Previous Minutes/Outstanding items

June minutes were prepared by Diana, distributed via email, and hard copies were provided. Miranda motioned that we accept the minutes. Angie C. seconded, all were in favour, carried.

- The CPIP grant projects are moving slowly. There are two parts – the Outdoor Classroom and the greening at the front of the school. There will be metal benches with backs added to the Outdoor Classroom mulch area, additional trees planted, and dirt berms will be softened/seeded once the benches are in place. There might be a platform added if we want to expand. Facilities is stalled until the benches are in stock. In regards to the front, Eising's has come out and completed a landscape consultation to evaluate and recommend plants. The next step is developing a price list and then meeting with Facilities for approval. We hope to see completion by the end of October.
- Sarah offered thanks to Katie L and Lynn for helping out at the Council/Volunteer table at the Meet the Teacher BBQ, and to other members for their for word-of-mouth promotion encouraging signups.

### 4. Treasurer's Report - Miranda

The current General Council account balance is \$142.79. The shortage from the CPIP grant advance has been repaid thanks to Track and Field Booth profits.

#### Fall Fundraiser Update – Katie L.

We are still doing a Chocolate Bar fundraiser. This year we are using Lamontagne brand chocolate instead of World's Finest. World's Finest has merged with Lamontagne, and we still have the good fortune to be dealing with our rep MJ. New this year is FundScrip, which is a gift card program where people can purchase the gift cards at face value and then retailers give a percentage back to the school. The percentage varies based on the retailer. We'll try this out and see how it goes. If it goes well, we will continue to do this throughout the year, and open up online ordering. It is up to the person ordering to specify pick-up instructions - whether pick-up is to be by the student or the person who ordered. Cards will be available by October 31<sup>st</sup>. If anyone has any questions, please let Katie know. There are days where Katie could use some help counting money, labeling boxes, etc. Please connect with Katie if you are available and to find out current dates that need to be filled. Discontinued this year are the Catalogue orders. There were a number of issues last year regarding backorders, issuing refunds, etc.

### 5. New Business

- a) In Barb's absence, Doug talked about the Breakfast program. The Breakfast program is run daily out of the gym. Students are free to drop in and grab something healthy to eat if they want to, with no registration required. The program began today for this school year. Barb wanted to know if anyone was willing to help organize the "Big Crunch", which is a day where all students are given apples and take a bite out of them at the same time. Josh has volunteered to help with this. **ACTION:** Sarah to pass along Josh's contact info to Barb.
- b) Is anyone interested in planning a school family activity? We have helped to organize indoor swimming in the past. Rachelle mentioned Movie Night. We have held movie night before but ran into issues related to sound, and children being left unsupervised by their parents. We could host a speaker, and are open to other ideas. The students commented that they did like swimming- maybe we can explore a bus option for transportation? Angie C. volunteered to speak with Council members from Walpole and/or Hagersville to see if they are interested in doing something together. The GEPIC grant has to be in by November 20<sup>th</sup> if we want to pursue funding. **ACTION:** Angie C.
- c) We have a bulletin board for Council use. Sarah would like to put pictures of Council members up if you are comfortable with having your picture posted. It really helped put faces to names last year, so the school community felt more comfortable approaching members with questions or suggestions. **ACTION:** Sarah to contact, members to provide photos.

### 6. Principals Remarks

Mr. Ouellette thanked everyone for coming and offered sincere thanks and appreciation to the three students who came out. A request was put out to Mr. Stronks and the three came forward.

Start up has been very good. There was some nervousness over projects that were to be completed over the summer – new poured sidewalks at the front, new paving in parking lots, painting in office and staff washrooms, new sinks and counters in the girls' washrooms, and new kindergarten class with new washrooms. Mr. Ouellette has asked that the lack of lighting in the parking lot be addressed (the lighting came out with the hydro poles).

Reminders: Volunteers need a police check – these are good for two years, please be mindful of the expiry dates. If a volunteer has one for another organization, it can be used for school as long as it has the Vulnerable Sector screen. The school needs to see the original copy. New this year is Accessibility training – it needs to be completed by all volunteers. If you have one completed elsewhere, bring in a copy of the certificate. To complete go to: Grand Erie Board's website > Community > Volunteers > A.O.D.A. Training > Certificate Version. If we find that people are having difficulty accessing this, we will address options to help them.

Mr. Ouellette thanked those who helped out at the Meet the Teacher night. It was one of the best nights that he has been involved with.

Mr. Ouellette has received questions/comments about School Cash Online and timelines in regards to pizza ordering. It is currently set up to order weekly or all the way up to the end of October. At his childrens' school, they order in three month blocks. As this is a big change, Mr. Ouellette would like to monitor for a while, see how it's going, and investigate the possibility of moving the due date by one day. **ACTION:** Mr. Ouellette

Milk program – There were questions about modifying this program. With the current system, you pay for the month and get milk every day. Some schools offer milk cards which are good for a certain number of milks (10 for example) and students can get it punched on days when they want milk. The current method is designed to be the simplest option available – Mrs. Carroll orders and the grade 7 students deliver to the classrooms. Mr. Ouellette will call around to some other schools and find out how their programs work. We will review at the October meeting. **ACTION:** Mr. Ouellette

There is a heavy focus on mathematics this year. The ACE program will continue again this year.

There has been a rumour circulating about JPS getting a portable – this is not true. JPS still technically has two open rooms to be used before a portable would be required/considered. School capacity is approximately 350 students and there are currently 297 registered.

There are 3 split classes this year: 1/2, 2/3, 5/6. There was also a 3/4 but it is now a straight 3.

Mr. Ouellette has followed up with Facilities in regards to garbage being cut up but the lawn mowers. The lawn contractor is responsible for picking that up and shouldn't be running it over.

First Day - There were questions about finding out assigned teachers before the first day. We can explore options, but there is no commitment to making any changes at this time. Mr. Ouellette did say that you can ask if you are concerned about it. Follow up for June meeting.

Mr. Ouellette was previously advised by the County that the new sidewalk at the front of the school will continue along Monson St.

Sarah H. mentioned that it would be helpful for parents to send a letter to the County in regards to having sidewalks built along Lafayette. There are an additional 139 houses scheduled to be constructed in a new subdivision currently being developed (behind Mary Jane Lane) which will mean even more children walking this route (Craddock & Lafayette) to school. **ACTION:** Sarah H. to provide information on where and to whom we could send letters of support for new sidewalks.

We will be reviewing the Constitution at the next meeting. When it is sent out, please peruse, and give Sarah a heads up on the areas you wish to address. **ACTION:** Sarah

Lynn asked for a volunteer to take minutes for the October meeting, if the Secretary position is still vacant. Angie C. will take notes and Krystal will type them up.

Meeting Adjourned.

**\*\*If child-minding is needed, please let Sarah know in order to make arrangements.\*\***