

JPS School Council

Meeting Minutes

March 19, 2018

Present

Non-Voting: Doug Ouellette, Sarah Butcher, Tanya Hogeveen, Amy Heeg

Voting: Karen Craddock, Katie Labrie, Barb Fearman, Angie Campbell, Miranda Montague, Kate Solomon, Rachelle Hest, Josh Daley, Sindy Whitwell

Regrets: Lynn Alliston, Krystal Dutcher, Heidi Dawson, Brynn Vokes

Absent: Angie Smuck, Jasmine Dawson, Sarah Hardy, Sam Huitema

Next meeting: Monday, May 7th @ 6:15 pm, staff room

1. Opening and Welcome

Member status was reviewed: Amy Heeg and Tanya Hogeveen would like to be recognized as non-voting members. Amy disclosed employment with the GEDSB. Sam Huitema has a scheduling conflict with Council meetings and therefore is unable to continue as a Student Rep. Quorum was established. Josh volunteered to record minutes for the meeting.

2. Agenda – Additions/Approval

PRO Grant opportunity was added as item 6.e. Katie L. motioned to accept the amended agenda, Miranda seconded. Carried.

3. Previous Minutes/Outstanding Business

- a. A copy of the January minutes was circulated earlier via email and hardcopies were provided. Correction to the date at the top of the emailed January minutes was noted. Katie L. motioned to accept the revised minutes. Sindy seconded. Carried.
- b. Doug noted that the work on the outdoor classroom has now been completed. Approximately \$2500 of CPIP funds were remaining after projects were finalized. Doug looked into design/material options for replacing the front wall school sign in order to spend remainder. Costs ranged from approximately \$1300-\$1750; however, CPIP funds from the previous year have 'expired' and cannot be spent. The School Council portion will be refunded to Council's account. Doug is expecting word on our current application for improving the gym A/V system on March 30th.
ACTION: Doug – follow up on refund to Council's account
- c. Doug followed up with the Masonic Lodge regarding their proposal to offer a math tutoring program to support JPS students. They have met with a GEDSB superintendent and will be taking information from that meeting back to their lodge for discussion.
- d. No news has been shared yet regarding dates or the chosen topic for the GEPIC spring event.

4. JPS Family Engagement Night Committee Report

Angie Campbell provided information regarding the March 1st event. Approximately 110 people were in attendance (of which around 52 were kids and 16 were volunteers). Feedback forms indicated that the favourite station was bird feeder building, followed by the physical activity station. Approximately 80 bird feeders were built and 22 families participated in the family photo booth. A number of suggestions were identified to consider for future events (e.g. involving teachers earlier in the planning stages, more activities for older students) but overall the feedback from attendees was very positive. Close to \$1500 worth of supplies and items were donated by community members and local businesses to support the event!

Seventy-five dollars remains from the original grant received, which the committee was willing to allow Council to spend on other parent engagement initiatives. Council expressed their appreciation, and a huge thank you to Angie, Katie L., Kate, and Rachelle for their hard work spearheading this event.

5. Treasurer's Report

- a. The current account balance is \$7112.13. The \$359.65 rebate cheque from FundScrip has been received and deposited into the account. There has not been a significant amount of orders through FundScrip online since the last Council meeting.
- b. When the school participates in Lunch Lady meals, a small fundraising percentage is given back to the school. For example, January's meals earned \$18 on 56 orders. Council discussed requesting these refund cheques twice per year (December and June). Lunch Lady dates have been set for March, April, and May – June is too busy. More orders were placed in February, and early feedback regarding the process and customer service has been quite positive. **ACTION: Katie L.** – request cheque after May's meal.

6. New Business

- a. Sarah shared with Council an example of a wooden sign she painted at a fundraiser for an area school and Council discussed hosting a similar fundraiser at our school. The company 2 Odd Ducks Sign Co. facilitates the workshops, providing the wood, stain, stencils, paint, instruction, etc. Volunteers would be needed to pre-stain the boards and arrange the space for the event. Signs cost \$40 each, making a \$15 profit to the school. Design options were circulated for opinion. There was discussion around using funds from this event toward the cost of new gym mats, and other special projects like the sign Doug proposed earlier. It was suggested we could use the remaining \$75 from the Family Engagement night to purchase coffee, water, and snacks for this event. Age of participation was also discussed. We want to make this an event for older students and adults. Miranda made a motion that Council proceed with conducting this fundraiser on May 1st. Seconded by Kate. Carried. **ACTION: Sarah** to contact those who have already expressed interest in volunteering (Angie C., Miranda, Tanya, Katie L., Rachelle, Amy) to help stain, process registrations, set up, and run event.
- b. Krystal Dutcher has volunteered to coordinate the Track & Field booth again this year. Volunteers will be needed to man the booth and also to help in advance with organizing/purchasing supplies. Council felt it was a good idea to sell hot dogs again, and keep prices the same as last year. Miranda volunteered to obtain ice donated by Montague Construction. **ACTION: Krystal** to coordinate volunteers and booth logistics.
- c. School Councils receive \$200 from the Board every year to spend as they see fit. At Jarvis, we typically use this for the Teacher Appreciation lunch, and appreciation gifts for leaving members. In the past Council has organized and held a staff lunch in the gym. It was suggested to look into local caterers for the meal. Volunteers will be needed to cover supervision duties at break and recess so teachers can all eat together in the gym. Katie L. and Miranda were willing to help. Katie L. made a motion to use \$150 of board funds to put on the Teacher Appreciation lunch. Seconded by Rachelle. Carried.
Last year Council recognized child-minding volunteers, and we would like to continue to show our appreciation. They enable parents to attend Council meetings. Katie L. made a motion to use \$20 of board funds to purchase Tim Horton's gift cards for our current volunteers. Seconded by Rachelle. Carried. **ACTION: Sarah** to organize volunteers for lunch and supervision, purchase gift cards.
- d. Katie L. raised discussion on the fact that some other School Councils have a strong social media presence. JPS could benefit from promoting fundraisers, events, reminders of special days at the school, etc. in a more visual way. Concerns around managing, consistently updating, adhering to Board standards, and monitoring the accounts were discussed- along with increasing School

Council's utilization of the existing JPS website and Remind. It was decided to look at the option of attaching pdfs or images to the website and/or Remind messages as a first step.

- e. The provincial Ministry of Education is offering Parents Reaching Out (PRO) grants, with a focus on "parent engagement in equity and inclusive education". The deadline for applying is June 5th, and grant recipients will not be notified until September 2018. Up to \$1000 can be requested. Sarah circulated a list of other school initiatives in GEDSB that were awarded a PRO grant for the 2017/2018 school year for ideas. Discussion on a possible grant application to continue at the next Council meeting in May.

7. Principal's Remarks

- a. Doug has been in contact with an apparel company to look into offering school spirit wear for sale this spring. A volunteer would be needed to help tabulate order forms. More details will be shared as they become available.
- b. Haldimand County has plans in place to install a new sidewalk in front of the school on Monson St, as well as along the south side of Lafayette St. These new sidewalks will provide students and families with much improved safe and active routes to school. The existing sidewalk on the other side of Monson will be removed. The County has indicated the work is scheduled to be completed this summer, but Doug has informed the school board's transportation department so they are aware in case work runs into the fall. Snow clearing on the new sidewalk will be the school board's responsibility. No improved pedestrian crossings or markings are currently in the plans.
- c. Dates of significance:
 - The week of April 30th to May 4th will be quite busy at the school, as it includes the start of the Book Fair, Grandparents' Day, and potentially a talent show.
 - Education Week is the following week, May 7th - 11th.
 - Track & Field heats will take place on May 8th, field events on May 9th (booth day), with May 10th reserved as the rain date. Supermeet will be June 6th at Thompson Creek in Dunnville.
 - Kindergarten orientation will be held on May 16th from 5-6 pm. Doug noted that Kindergarten registration for the 2018-19 school year has been robust. A rep. from Council would be welcome to attend.
 - EQAO testing period runs from May 22nd to June 4th.

8. Meeting adjourned at 7:38pm. Next meeting is Monday, May 7th at 6:15 pm in staff room. Child-minding available – please contact Katie L. to arrange.