

JPS School Council

Meeting Minutes

October 23, 2017

Present: Doug Ouellette, Sarah Butcher, Karen Craddock, Katie Labrie, Angie Campbell, Sarah Hardy, Miranda Montague, Jasmine Dawson, Brynn Vokes, Kate Solomon, Rachelle Hest, Josh Daley, Barb Fearman, Heidi Dawson, Sindy Whitwell

Regrets: Angie Smuck, Amy Heeg, Krystal Dutcher, Tanya Hogeveen, Lynn Alliston

Absent: Sam Huitema

Next meeting: Monday, November 20th @ 6pm, Staff Room

1. Opening & Welcome

We welcome back those who came to last month's meeting, and Barb Fearman as our new Community Rep. Donna Berry was happy to be our Rep., but felt the position could be better served by one who actually lived in Haldimand and had community/business contacts. Barb runs the Breakfast Program, and was a nice fit for this role. We also welcome Sindy Whitwell to her first Council meeting.

2. Agenda – Additions/Approval

New this meeting, we will begin to ask for Agenda additions and approval, so we can respect time and discussion limits. No additions were noted. Josh made a motion to accept the Agenda, Katie L. seconded, all were in favour, carried.

3. Previous Minutes/Outstanding items

September minutes were previously distributed via email, and hardcopies were provided at the meeting. Sarah H. motioned we accept the minutes, Rachelle seconded, all were in favour, carried. It was confirmed Angie C. will take notes for this meeting, and Krystal will type them up. Sarah H. has volunteered to take and type minutes for November.

We discussed voting eligibility for this meeting under our current Constitution. Josh, Kate, and Rachelle all submitted their name to the Chair to be recognized as a voting member. Last year's members, present at this meeting, also affirmed their commitment to remain a voting member. Via email, Angie Smuck confirmed with Sarah B. that she would like to remain on Council as a non-voting member. Barb and Sindy will be able to vote at the next meeting they attend.

Secretary position is still vacant. Please consider filling the role.

CPIP update- Outdoor classroom contractor was here, and they plan to wrap up the project by the end of the week- depending on weather, and if the benches are in. Front project - found a contractor but are awaiting board approval. Everything is moving along.

Parent Council bulletin board is still missing a lot of pictures. **ACTION:** Council members -please send picture to Sarah B.

Katie Labrie gave a report on Council start up session in Brantford October 4, 2017. It was a great time of networking, learning the Board's focus/plans, and meeting the new Manager of Communications – Kimberly Newhouse.

Angie C. spoke with our family schools, Hagersville Elementary and Walpole North, in regards to their interest in a joint event using GEPIC grant funds. They will discuss at their own upcoming meetings. **ACTION:** Sarah B. to send grant info. link to Angie C. **ACTION:** Angie C. to inform Council when results are known.

4. Treasurer's Report

Miranda shared the current General Council account balance: \$19,637.09. Keep in mind we still need to pay chocolate and FundScrip invoices (not yet received). Leaving the fundraiser out of totals, our balance is \$149.00.

Katie Labrie updated us on the Fall Fundraiser which ended Thursday, Oct. 19th. Chocolate profit is estimated at \$7,000, and FundScrip profit at \$325. Prizes were awarded to top chocolate seller, top FundScrip seller, top selling class (chocolate and Fundscrip combined, per capita), a random draw prize, and a random draw for the promo "Goonie Bird". Final figures will be known by next meeting, and we will then accept feedback for future planning. Thank you to those who have assisted with this campaign: Katie L., Sarah B., Sarah H., Krystal, Miranda, and Heidi.

5. Constitution Review

Sarah B. proposed the following changes to the Constitution, based on feedback from Council, as follows:

- 5.3 rewording - "A parent member is qualified to be a voting member after they have attended one meeting within the current school year. A declaration to remain a voting member must be made each year thereafter to affirm commitment. Voting members need to be serious about their attendance, because they will count towards quorum." Motion to accept rewording by Rachelle, seconded by Miranda, all in favour, carried. Going forward, agenda and minutes will clearly list voting and non-voting members.
- 5.2 additional line- "A parent member may also remain on Council as a non-voting member." Motion to accept by Miranda, seconded by Sarah H., all in favour, carried.
- 8.2 edit - A vacancy in an Executive position will be filled by the Chair, Vice-Chair, "or by a member on a temporary volunteer basis, until the role is filled." Motion to accept by Kate, seconded by Rachelle, all were in favour, carried.
- 12.4 amend for closed June meeting - "The June meeting may be held as a closed appreciation dinner, at a venue other than the school, for current members only." Motion to accept by Miranda, seconded by Josh, all were in favour, carried.
- 19.1 clarification- The School Council shall annually "fill out and submit the Annual Report as provided by the Board." Motion to accept by Katie L., seconded by Kate, all were in favour, carried.

Josh raised a question concerning Proxy voting. If this becomes an issue or need in the future, we will address it at our October 2018 Constitution Review meeting. **ACTION: Sarah B.** – update Constitution to reflect these motions, and redistribute to Council.

6. New Business

Katie L. shared information on a Lunch Lady program. Parents can order and pay for healthy lunches from an online menu, which is delivered to the school. It requires minimal school involvement, and does have a fundraiser component. The cost is between \$2.50- \$6.00 for lunch. This program currently runs in Fishersville once a week, and at River Heights in Caledonia. Council was interested, but had

many questions/concerns. **ACTION: Katie L.** to investigate program further and provide info at November meeting.

GEPIC grant ideas for a Family Event were discussed. The grant application deadline is November 20th. Some of the ideas shared: Magician, Science Guy, Trivia night, Family Zumba night. Questions arising: Can we work with another school and split cost? Will families want to go to their own school? What event is likely to bring in the most people? Angie C. volunteered to lead a committee to coordinate with other schools, plan, and apply for the grant. Interested members willing to join- Katie L., Kate, and Rachelle. **ACTION: Angie C.** to organize committee, and report activity to Sarah B. before Nov. 20th grant deadline.

We talked about the continuation of child-minding services. Previous volunteers were no longer able to continue, and new volunteers for tonight were arranged by Katie L. We decided this service is still needed, and will continue to offer it. Katie L. will be the new arranging contact. Chloe Dawson's name will be added to our child-minding volunteer list.

7. Principal's Remarks

Some people are having issues with the A.O.D.A training videos online. A DVD version is available from the office if needed, along with technology to complete the testing portion if connectivity is an issue. Be aware to select the "Certificate" version.

Regarding school cash online: 90% of families are now registered. Pizza Day cut-off still needs to be on Monday for Mrs. Carroll due to depositing and paperwork processing.

Milk Program concerns: every day is too much. We will trial Monday, Wednesday, and Friday for December, collect feedback, and evaluate in January.

Additional lighting was needed in the south end parking lot since the pole was removed for paving purposes. An LED light was attached to the building, and can be blindingly bright, so Mr. Ouellette will check to make sure it is positioned properly.

Christmas lunch is tentatively booked for December 15, 2017. Knechtels will be supplying a turkey dinner. A nominal donation will be requested from students. Volunteers are needed, and a donation from Council towards the cost would be appreciated. We will discuss a donation at our November meeting.

Christmas concert possibly December 13th, waiting for staff input. Trip to "Sleeping Beauty" at the Lighthouse Theatre in Port Dover is on Thursday. Progress Reports are going home November 13th, with interviews taking place on November 16th and 17th. Kindergarten is participating in this formal process, and there will be no classroom observation.

EQAO results were shared and interpreted. GEDSB to focus on math. There are some supports from the Board for schools who are struggling, but Jarvis is doing well.

In November, Mr. Ouellette will present information on School Improvement Plan (SIP).

8. Adjournment - Next meeting is set for Monday, November 20th @ 6 pm in the Staff Room.

Please inform Katie L. (226-931-4721) if you require child-minding.