Castlefrank Elementary School

School Council Meeting

March 26th, 2013

Attendance: Ron Henry, Nilay Ertemur, Kim D’Angelo, Wendy Byrtus, Carmen Brubacher, Teri MacDonald, JJ Kim, Kathleen Reid, Shelly Merriner, Stephanie Nasmith, Josh Kemp, Carol Mothersill

**Meeting called to order** at 7:05pm   
**Approval of minutes** from last meeting (Kathleen Reid and Nilay Ertemur)  
  
**Approval of agenda** (Kim D’Angelo and JJ Kim)

**Review of action items**  
The money provided for the kindergarten classes following the coffee fundraiser was spent on three sleds and three shovels. $50 was approved by council and has been spent. The feed back from both teachers and students is that it was a nice gesture on counsil’s part, the kids are enjoying the new toys.  
  
  
**Chair report (Carol Mothersill and Carmen Brubacher)**  
**Calendar of Events**April 26th **Movie Night**  
**Year end celebrations**...June 12th, inflatables booked, grill master booked, the committee is looking for *free* ideas as far as entertainment.  
Leaving celebration at CES is planned for June 21st. This will be a celebration at the end of the school day (prior to 3) where we do a commemorative tree planting (fire bush planting?), and after school hours a picnic will be held for families of all current Castlefrank students.  
On the 24th-25th of June we will be organizing some fun days as a means to occupy students and free up time for teachers to prepare, in anticipation of the transition beginning. Volunteers are going to be needed for these days.  
  
**Exit outcomes**...

OCDSB has put forth a survey/document developed by the school board asking for input about continued excellence for our children, both by parents and school councils. They are currently looking for counsels input on items that may be missing, or if there is something we feel should not be included. Individuals are asked to file the survey online, and any community member can do this. The board will also be facilitating discussion sessions, and principals will be organizing collective responses with their staff. As a committee, we decide to all look at it and file on our own time.  
  
The school board has put out a call for a membership in the **advisory committee on equity**. There is a short form to be filled out to be considered for the position. They are looking for diverse individuals to form a group. Meetings will happen once a month during the school year. This formation will be posted on the blog.  
  
  
**Principal report (Ron Henry)**  
**Transition**...after gathering ideas from parents and staff, the committee has come up with the following plans, and projects. From staff, the plan is to create silhouettes of a student at each grade level on the gym wall, every student will sign the silhouettes and these will become a permanent fixture in our school. This will celebrate all students who were here for Castlefranks last year in this form. This will be organized by Ann-Marie Hammell. T shirts will also be made and Joanna Ashworth will organize this, these will be available for sale as we get closer to year end. Carmen is going to be organizing a yearbook for exiting students as well.  
Margot Oldfield and Dorothy will be responsible for organizing the ceremony for year end!  
  
Since our last meeting there has been more talk about individual class visits during the transition. Informal and more frequent exchanges will likely occur.  
The principals from Katimavik will be meeting with our students to discuss what five items they feel of importance in their new school. These things will be taken into consideration and will help develop the new Katimavik.   
  
There is a logo contest happening at Katimavik to develop a new symbol for the new school. There will be open houses both here (may 22) and at KES for incoming parents to meet and have some insight as to what their new experience is going to be like. In a big way this is targeted to incoming jks and grade 1s at CES. This is not to replace kindergarten information night. Josh brings up that these may be good opportunity for council to seek more involvement from parents.  
  
**Grade 8 year end trip** is booked for June 4-5-6, and the grad is set for the 26th of June. The plan has yet to be approved but the thought is to send the students to Arrowhead Camp for outdoor activities. This will not be particularly cheap, but less costly than last year. It will be approximately about $200 per student. Volunteers for this trip will be 1/10. A memo was received saying that there is some money at board level for a small grant which can be applied for. This will bring the price per student down. There have been two fundraising events planned for this.  
  
**Council funds** - The arts and field trip money have yet to be spent. However, proposals are coming in from teachers which would include all students in the school and use up the funds. These are arts programs of various sorts. There is an additional proposal to take the entire school to the NAC. These items are all currently being considered by Mr Henry.  
  
**School climate survey** – done within the school to encourage senses of belonging/senses of safeness, this happens every two years. The board has now purchased a program which encourages the students to provide much more honest answers. This will be confidential and completely anonymous. Mr Henry is taking a webinar to set this program up. It will be done online by students in the school. Information will be sent home to parents or the grad 4-8 students who will be participating. The information will be passed onto Wendy as KES for next year, as these students will be moving on.  
  
**EQAO** will happen May 27- June 6 with grade 3 and 6 students taking part. Students who have an individual education plan will be given help at this time.  
  
As far as **staffing** goes, Ron gets the final numbers and support numbers for next year. In the week following students will be organized for next year.  
  
Many **fundraisers** are being planned within the school. The grade 8s have a proposal to do a fruit kabob fundraiser. The fruit is to be donated by parents, and the kabobs to be put together by the class and sold to the school. Also, a pie-ing teachers event in support of the year end trip. The cake walk will also be done for year end trip. All of these will be done in the next month or so.  
  
  
**Labor situation** - things have been shut down since the last meeting. March first was supposed to open up options, instead it ended up that the teachers were encouraged to continue to work to rule. Sports are back on hold all over the board. Parents are encouraged to organize inter-murals.   
  
  
**Teacher report (Wendy Byrtus)**  
Janet Leblanc’s class recently put on a play in the library for other students in the school.  
Grade threes are currently writing letters to KES students.  
Grade ones did a presentation on animals and their habitats.  
A quick vision check was done on students and parents were sent letters if there was a concern.  
Grade 7 and 8s received information on sexuality this week.  
  
  
  
**OCASC report (Josh Kemp)**  
The only item that may be of interest to us is that Morgan's grant school ran a fundraiser in conjunction with Lone Star where tickets were given to students and families, and when used on a particular evening the school received a cut back from their dinner.  
  
Also, there is going to be a consultation put forward in the next 6-8 weeks in regards to how school council organizes its funds. Apparently now what is being done is merely by guidelines and suggestions, and missing funds are something that the board deals with on a yearly basis. Rules will now be better set in place.   
There has been a suggestion that the board act as a bank for all schools, this option does not seem favourable. Josh believes, and we agree, that better auditing and documenting and stricter rules are better solution. A proposal will be released following the consultation.  
  
  
**Treasures report (Josh Kemp)**  
Based on how close we are to what we projected, we are not in bad shape. We may just be short on movie nights, as it looks as though we will only be able to host one this year.  
The only budget item we have over spent on remains admin costs.  
Note that our year end celebration money will be split between the joint event and our picnic.  
  
  
**Communications corner (Nilay Ertemur)**  
We had a discussion around the lack of subscribers to our blog, it is decided that both the KES and CES schools are going to add on their respective site that they encourage parents to subscribe to both sister schools blogs. As well, labels to be sent out to encourage parents to follow the blog at CES.  
  
It is pointed out that from the school webpage, the link takes you to the old wiki page, you then need to click to go on to the new blog. We need to skip that step. Ron will get this taken care of.  
  
**Spirit committee (Dorothy Forsythe)**Nilay recommends an ethnic day, where students dress in different ethnic attire. Note that international children's day April 23rd in Ottawa. This would be a great way to celebrate. Even if this is not put into this year’s plans, it is something we will look at in future years.  
  
Beach day was a success! Surfing music was played during recess, and blue lemonade handed out. It was a huge hit with both students and teachers.  
  
Coming up...movie night!

**Adjournment** 8:34pm