

CES School Council Meeting Minutes  
Wednesday October 17 2018  
7-9pm

In attendance:

- Parents: Amie Schombs, Savannah Beattie, Diane Gardner, Kelley Lefebvre, Ralph Quapp, Brenna MacNair, Sarah Shea, Chris Green, Joanne McCarroll, Sarah Brearey, Emily Chan, Chris Eltervoog
  - Staff: Sarah Pope, Anne Labonte, Colleen Powe
1. Meeting called to order: 7:01pm  
Approval of agenda approved by Sarah B., seconded by Amie  
Approval of meeting minutes-motioned by Sarah B., seconded by Ralph-no changes
  2. Chair's report (Sarah Brearey and Joanne McCarroll):
    - Pro Grant: possible budget cut, assume possibly not being covered this year due to provincial government change. Will need to decide whether to continue with Parent Outreach Program (family science night) in February – agreement that it was a great event last year, support to move forward with planning. Will see if there are any updates at November's meeting
    - Volunteer outreach – how to encourage volunteer involvement and show our appreciation? See how the “volunteer interest forms” work this year and then reassess next year if we need to entice parents (free snack, shout outs at events, cards, etc)
    - Provincial consultation in Ontario now open to community, to provide feedback on the education system to improve multiple areas of concerns. Link available on OCDSB website and will be emailed out by Sarah P. on council's behalf
    - Parent conference on November 3<sup>rd</sup> – workshops, school council training. Free childcare available. Event info has been posted to Blog, will send info to Sarah P. for distribution
  3. Principal's report (Sarah Pope):
    - See attached report
    - Parent asked about Scent Policy – can it be communicated what the repercussions are if child comes to school with a scent (i.e. parents will be called, child must be picked up and change clothes/bathe before returning)? Are certain products (e.g. sunscreen) preferred over others?
  4. Teacher's report (Anne Labonte and Colleen Powe):
    - Sonya Martel: organizing UNICEF fundraiser for kids helping kids getting clean water in developing nations. Raise money from school by toonie Halloween collection, or online donation. Reminders will be sent out night before.
    - Sonya Martel/Connie Toye also starting choir- prepping for holiday showcase December 14<sup>th</sup> (snowdate is Monday December 17<sup>th</sup> (8:30-10:30). Suggestion of possible stage or riser for children for better visual for parents. Sarah P. to look into it
    - Mme Albania - collecting for art showcase 2D/3D showcase in June

- Running club has begun
- Connie Toye - Yoga starting next week with bi weekly rotations. 1-3pm for grades 1-3
- Jennifer Volkner- Forest of Reading to begin in January, books have been ordered
- Colleen, Anna and Dan – “Swim to Survive” swimming lessons at Goulbourn Rec Centre
- Lego Club to begin in January- Parent volunteer to possibly sew drawstring bags?
- Bakesale is October 23<sup>rd</sup>
- Parent brought up concern re: Terry Fox video in gym scared a child, teachers to prepare kids more prior to watching
- Parent brought up concern re: child safety and ID'ing parents prior to pick up, advised to discuss with EDP any concerns

5. Treasurer's Report (Amie Schombs):

- Presented draft budget - discussed that projection currently at a deficit for 18/19 school year. Current expected deficit of -3400\$. This number does not include losing the PRO Grant funding
- Goal to carry a balance of \$2000-3000 at end of year
- Projections have been conservative; additional fundraising will help cover the deficit if we wish to continue with all planned activities
- Staff wish list currently at \$8000, motioned to reduce to 5000\$ for now, and hope to revisit in the spring if additional funds become available
- School Club allocated 500\$ to be assigned to clubs at Sarah P. discretion, does not require approvals from school council if within the budget allowance
- Kinder classes requested separate budgets instead of lump sum, therefore each class gets 100\$ and additional \$120 for the butterfly project
- Motion to approve updated 2018/2019 budget with discussed changes made by Amie, seconded by Ralph, approved by all.
- Staff wish lists will be discussed/approved at November's meeting (e.g. Scientists in School approx \$3000 for all classes)

6. OCASC Updates (Ralph Quapp):

- Provide two talks East end/West end, to support school councils record keeping
- Presentation by Tim Allo?? Regarding legacy recognition project to help respect Indigenous groups. Consider a speaker/event at school. Sarah P to possibly talk to daughter about being a presenter.
- Special Education Advisory Committee (SEAC) - changes to the gifted program, conflicts have been noted. Will know more at next meeting

7. Communications Corner (Chris Eltervoog):

- Re-adjusted school blog, will be archiving old files, adding links to current school website to lower repeated information
- Plans to re design the columns on the website to make more viewer friendly to bring attention to current activities/attentions

8. Fundraising:

- Additional fundraising will be required in order to cover the budget deficit
  - Some suggestions received from community: Purdy's Chocolate, DFS Catalogues, Edible Creations, Little Ceasers Pizza Kits, Chewable Creations, Tupperware, In-Dey-Go cookie dough, restaurant fundraisers, etc.
  - Council discussed and decided to move forward with the following this fall – motion by Joanne, second by Brenna:
    - o Sarah S. will organize In-Dey-Go Cookie Dough for Pre-Christmas baking through online orders and paper forms to select parents,
    - o Sarah B. will organize fundraiser: Swiss Chalet (10% of bill from customers involved with Castlefrank) for one night in 2018 and one night in 2019. Will this include take-out or just dine-in?
  - Additional fundraisers to be planned in the Winter/Spring if needed (chocolate at Easter? Either wholesale through Chris G. or Purdy's)
  - Chewable Creations, Tupperware, etc - vendors at Holiday Showcase Charity event?
  - Chris G- Cookie table at Halloween Dance or Holiday event?
  - Book Fair scheduled for November 19-23 - mon-tues are for viewing, wed-fri are for buying.
  - Holiday Charity event- December 7- Silent auction- Changing from baskets to holiday market-canvas parents with home businesses and can put together craft tables, profits to return back to school or the businesses can donate a basket to the school silent auction. Holiday market in the Front Foyer while kids watch movie in Gym. Amie to organize, Sarah B. will look into movie options which children will vote on.
  - Parent engagement speaker - Emily C. willing to organize – has been in touch with speaker Linda Rombough – has suggested parents are consulted on topics of interest. Will discuss with parents and teachers about observations about needed improvements in the classroom so she can compile a discussion topic of high interest regarding anxiety/multisensory issues. Will plan for March/April 2019.
9. Adjournment:
- Motion to adjourn @ 9:29pm by Sarah B/Joanne



# Castlefrank Elementary School

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OTTAWA-CARLETON  
DISTRICT SCHOOL BOARD

## October 17<sup>th</sup>, 2018 Principal's report to School Council

### School facilities update

We had a few trees removed from the yard following the storm.

### Staffing

Suaad, the ECE with the Koala, has taken a full-time permanent position at a school closer to her home. Her last day was Friday October 12. We are in the process of interneting to fill the position.

Our LLD Teacher Anna Peacock will be off in the afternoons until the end of January.

### October 5<sup>th</sup> PD Day

The staff was engaged in math for the day. The day has been planned in four learning blocks: 1) The What and the Why of the Focus on the Fundamentals of Math; 2) Engaging in the Content of the Fundamentals of Math; 3) Making Connections; and 4) Consolidation and Evaluation. We also worked with Educators not teaching math to support the connections to the fundamental concepts and skills in math to their subjects and grade levels.

### School learning plan and wellness plan

We are working on our school learning plan, which will once again be focused on math. The wellness plan is under development. More information to follow.

### Halloween

Wednesday October 31. Classroom teachers will be emailing parents with more information.

### Information items:

In the OCDSB 021 - Media/School Website Permission Form. If you choose "Consent is not granted", your child's picture will still appear in the school yearbook, if the school publishes a yearbook.

### New Director of Education:

Camille Williams-Taylor is a Superintendent of Education in the Durham District School Board where she currently holds the Human Resource Services portfolio along with Equity. Camille's previous Supervisory Officer responsibilities included Parent and Community Engagement and Family of Schools. Prior to joining the DDSB in 2011, Camille's career in education included central system roles in curriculum and instruction in TDSB, Equity leadership at the Ministry of Education, Literacy and Numeracy Secretariat and developing new teachers as a seconded Course Director for York University, Faculty of Education, Urban Diversity program. Camille is a graduate of McGill University in Montreal, and the University of Manitoba. She began teaching in Winnipeg before coming to Ontario in 1991. She is a wife and proud mother of three daughters.