

Minutes
09 October 2018
Forest Valley Elementary School Council Meeting

Time: 18:45 to 20:35

Attendees: Laura Mason (Chair), Jodi Aldrich, Jan Barton, Derek Black, Stephanie Borrens, Jason Clarke, Linda Colbourne, Karen Evans, Erica Harnett, Brandon Maynard, Rob McQuaid, Andrea Morissette, Katherine Parent, Edit Szarha

Regrets: Shilei Liu

Guest: Sandra Schwartz, Public School Trustee

Welcome (Laura Mason)

Principal's remarks (Stephanie Borrens):

Principal, Stephanie Borrens, provided the following update from Forest Valley Elementary School (FVES):

- Friday, October 5, 2018 was the first PA Day of the year for both teachers and Early Childhood Educators (ECEs). The focus was on math, foundational skills and concepts by grades. Teachers developed learning plans.
- The 'What in the World' subscription was discussed and samples were shared.
- School photos: Currently our photographer is Carpe Diem. However, there are different options available for next year including Edge Imaging. Parents will be solicited for feedback on photographers. This will inform a decision on potentially switching to an alternate photographer for next school year.
- The card project fundraiser was introduced. At this point, Stephanie is gauging interest from the council members prior to discussing this initiative with teachers.
- Minor behaviour incident reporting has been implemented. These are currently printed in duplicated, but going forward will be printed in triplicate (with copies going to the parent and the teachers). The aim is to improve communication with parents and teachers on incidents and to allow for better follow-up. After three minor incidents, the principal is notified. This will allow Stephanie to triage the events and take action, as appropriate.

Budget Discussions (Derek Black):

Council Treasurer, Derek Black, led discussions around last year's council budget (revenue and expenditures) with a forecast for the coming school year.

Summary of 2017-2018 school year:

Fundraising events: pizza program, lunch lady program, milk program, movie night, snowflake sale, valentines / family fun night, spring BBQ, ice cream days, PRO grant and parent involvement fund as well as some misc. fundraising (Mabel's labels...etcetera (etc))

These events generated approximately \$26K in revenue.

Expenses: dance, mindfulness program, student participation fund, 'What in the World' subscription, piano tuning, chrome books, African drumming, library, \$ per teacher to supplement class expenses, Train Club, funds to offset grade 5 celebration, reimbursement for expenses from multicultural night, Students in Need program, sound system repairs, yearbook costs, school expenditures, bank fees and some miscellaneous expenses (NSF cheques...etc)

These expenses totaled about \$18K.

Overall, the parent council had an approximate net income of \$8K last school year.

Forecasting for the 2018-2019 school year:

1) Fundraising:

- Pizza program (Coordinator is Jodi. Program is already up and running and is expected to generate roughly the same profits as last year.)
- Lunch lady
- Milk program (Coordinator is John. Program is already up and running.)
- Movie nights (Coordinator is Jan. Two movie nights will be scheduled.)
- Snowflake sale (Coordinator needed)
- Valentines/family fun night dance (Coordinator needed)
- Spring BBQ (Coordinator is Laura. Laura will connect with Rob regarding possible bouncy castle rental.)
- Ice cream days (Coordinators are Jodi and Shannon.)
- Parent involvement fund
- Misc fundraising (Mabel's Labels)
- Potential additional items that may generate some revenue:
 - o School clothing
 - o Card project (will provide a 20% return to the school, but will require buy-in from teachers to conduct art projects in the class.)
 - o Pita Pit lunch days (may require volunteers or help from Lunch Monitor)
- Revenue estimate: \$10K

Derek and Stephanie then led discussions around potential expenses for the 2018-2019 school year including:

1) Principals "wish list":

- o Critical thinking: 'What in the World' subscriptions (x4)

- Arts and culture: Ukuleles to be ordered, culture / diversity programming
- Mindfulness programming
- Exit outcomes / innovation / creativity activities / student participation: funds to offset the cost of 'Scientist in the School' or field trips
- A to Z readers subscription (English / French subscriptions)
- Clubs: Coding Club (maker space), Train Club
- Collaborate: Picnic tables in junior and primary yards (would be supported by funds in Principal's budget)
- Screen for gym (may include one of (a) new screen, (b) mounting projector, or (c) lowering screen. This may be covered in full by Principal's budget or cost may be a shared with council). Quote needed.
- Smart board / white board to be mounted in a single classroom. Quote needed.

2) Standard line items:

- Library funding
- Classroom budget (based on number of eligible staff: 30)
- Clubs
- Grade 5 celebration
- Social events / awards (multicultural night w/ student participation)
- Students in Need
- Yearbook (council operating expense, license cost for software)
- Misc (Talent show (DJ / sound system))
- Council operating expenses
- OCASC
- Garden maintenance
- NSF fees / bank fees

Derek will prepare a final budget. He will first share it with Stephanie and then circulate it to council members. A vote on the acceptability of the proposed budget will follow.

Derek noted that the council banking has become a bit problematic. All banking is currently conducting at the CIBC. This institution offers a single account type appropriate for council funds. This account type has costs associated with *each* transaction. Last year, council paid approximately \$250 in bank fees. Council will explore the possibility of switching to another financial institution.

Questions/Answers: A single question was raised regarding the Cheese Fundraiser. This is a recent initiative at the school. It is considered a school-run fundraiser and all funds raised will be put towards new gym equipment. As of the date of the meeting approximately \$400 had been raised. There is a possibility that this fundraiser will be repeated in spring, 2019.

Teacher's remarks (Linda Colbourne):

Linda provided an update on initiatives underway within FVES classrooms as follows:

- Global Read Aloud
- Choirs are preparing songs for Remembrance Day.

- Kindergarten classes will be taking a field trip to Proulx Farm.
- Kindergarten classes are planning a holiday concert.
- Pawprint Club underway for kindergarten students. This is being run by the ECEs.
- Green Initiatives Club – nature walks (Lucie and Kimberley)

Trustee remarks (Sandra Schwartz):

Our local Public School Trustee, Ms. Sandra Schwartz, provided an update on various topics affecting our school board and schools in our zone. The following were discussed:

- Amalgamation of Rideau and Gloucester high schools.
 - o This was considered a “job well done”. This was a fairly smooth transition made possible because of involvement of stakeholders (students, parents and teachers).
- School council generated funds
 - o A proposal was put forth last school year wherein all council generated funds would have to be managed centrally with involvement of school office staff. This proposal has been put on hold. A working group will be established to determine the best approach for the management of council generated funds.
- New provincial government:
 - o Changes to education are likely (possibly budget cuts).
- Efficiencies:
 - o The board will be looking to create efficiencies. Exact details are not known at this point but could include the consolidation of schools.
- Health education curriculum (sex ed):
 - o Consultations are beginning on the revised curriculum and will be ongoing. Phase I of the consultations will be online. Additional information will be shared when face-to-face consultations are announced. All parents are encouraged to get involved and spread the word about these consultations. The board provided a letter to the province about maintaining the “new” curriculum. The board will not be asking staff to go against the revised provincial requirements as this may affect individual teacher licensing.
- New Director of Education recently hired:
 - o Camille Williams-Taylor will join OCDSB in Dec. 2018.

Questions/Answers:

Two questions were posed to Ms. Schwartz on the following topics:

1. Special needs strategies:
 - a. Another trustee will be bringing forward a motion on the gifted program.
 - b. The budget may include funds for additional support in the classroom, which could translate to additional staff board-wide.
 - c. Funding already in place for special needs programs is likely to continue.
2. Review of schools (accommodation reviews):
 - a. A plan was in place to examine different parts of the eastern district in either 2019 or 2020. This is on hold for now.

- b. A new school in Bradley Estates / Trailsedge area is likely to be built. However, this could impact school populations in Blackburn Hamlet. Before this new school can be built, a full accommodation review is likely.
- c. Forest Valley is considered stable at this time.
- d. The school zones may need revision or expansion.
- e. Currently there are more than 140 schools in the board with some being at only half capacity.

Updates from Chair (Laura Mason):

- A listing of all council members will be provided to Stephanie.
- Soliciting volunteers for the snowflake sale and the Valentines dance.

Round table

- No items were raised during round table.

Adjournment: 20:35

Next meeting: Nov. 13, 2018