

**Minutes**  
**15 January 2019**  
**Forest Valley Elementary School Council Meeting**

**Time:** 18:45 to 19:30

**Attendees:** Laura Mason (Chair), Jodi Aldrich, Jan Barton, Stephanie Borrens, Jason Clarke, Karen Evans, Erica Harnett, Rob McQuaid, Andrea Morissette, Katie Morissette, Katherine Parent

**Regrets:** Derek Black, Shilei Liu, Brandon Maynard, Edit Szarha

**Welcome** (Laura Mason)

Council was reminded that Derek shared council financial statements ahead of the meeting. All questions should be directed to Derek by email.

**Principal's update** (Stephanie Borrens)

*Staffing:*

Alex Paisley will be returning from maternity leave in February, 2019.

Ms. Weirsema was offered a full-time position and, as such has left Forest Valley. A new teacher has joined the Kinder Owl team.

*Clubs:*

Club money from the council budget will be used for the coding, cribbage and ukulele clubs. It is hoped that approximately \$75 of the funds allocated under "Miscellaneous" can be used by another club.

*Innovation and creativity student levy:*

Approximately 1/3 of teachers have begun using the student levy, which amounts to \$7 per student. Mrs. Borrens is tracking the use of these funds and must approve / sign-off each withdrawal. The student levy is expected to be used towards curriculum-based activities.

*Incident at last Movie Night:*

Council was informed that at the last movie night, some of the daycare program's property was damaged. A cabinet door was pulled from its hinges and an iPad, contained in said cabinet, was broken. There was also damage to a soccer table. Rob McQuaid was advised by Stephanie to have the property repaired and submit a receipt for repayment. Council was surprised that this could have happened, given that there are generally adults present in the multipurpose room throughout the movie. Going forward the iPad will be locked in more secure cupboard.

With the Valentine's Day dance planning underway, it is expected that the multipurpose room will be cleared out so that it can be used during the dance. This will start during the day.

Children will be moved around to other rooms to ensure access to the room can be granted as early as possible on the day of the dance.

*Revamping in atriums:*

Mrs. Borrens will be revamping the décor in the school's various atriums. This will begin in the primary atrium. Furniture that is durable and colourful has been purchased. It is hoped that this will become an area for small groups to gather, read...etc. As the Principal's budget permits, the Junior and Kindergarten atriums will follow in a similar manner.

*Report cards*

- will be sent home on February 14, 2019

*IEPs*

- will be sent home on March 8, 2019

**Teachers update** (Linda Colbourne):

As there was no council meeting in December, 2018, Ms. Colbourne provided an update of activities that took place in December, 2018 and those which were planned for January, 2019. These included:

- Tracey, Kim and Tammy's classes:
  - o Christmas smiles for seniors
  - o Gifts and letters for seniors in local residences
- Tracey's class:
  - o Kindness challenge in Dec and Jan
  - o mini food drive
  - o letters for seniors
- Krista's class:
  - o Christmas elf with letters to and from the class elf (letters from elf encouraged activities amongst student (example: kindness: sau something kind to someone else)
- Kinders:
  - o robotic workshop
  - o Christmas elves in each classroom
- Kinder Squirrels:
  - o partnered with retirement residence such that the seniors come to Forest Valley for visits and the kinders go to the residence.
- Wellness plan / Wolf PACKS:
  - o The first Friday back after the Christmas break there was an assembly to introduce this plan. It is hoped that this initiative will inspire a sense of

community in the school as well as to encourage friendships and leadership across grades.

- Students were asked to choose from one of 14 activities including photography, PE, mindfulness, Disney, Lego, coding, dance, cooking, quilting, science and games.
  - The students will be grouped into *packs* by activity so that each *pack* has representation from all grades.
  - Each *pack* will be made up of about 25 students and will meet once per month with a teacher and an ECE. The days and times for each meeting will vary.
  - The *packs* will meet for the first time on January 21<sup>st</sup> 2019 in the gym. From there, the students will go with their *pack* to a classroom where they will pick a name and decide on a *pack* colour.
  - It is hoped that now that these *packs* have been established, they would continue each year, where the leaving grade 5 students would be replaced by new junior kindergarten students.
- PD day scheduled for January 25, 2019.
  - Movie night planned for evening of January 24, 2019.

#### *Sharing information on school activities more broadly*

A council member advised that it would be beneficial to share information about activities in the school more broadly. This may encourage parents to choose Forest Valley when deciding which school is best for their child / children. Mrs. Borrens advised that she would include a description of some of these initiatives in her Kindergarten presentation scheduled for January 16, 2019. As well, it was mentioned that the school website and twitter account might be great places to highlight these initiatives. Other things to mention would be the lunch program and the daycare, which is collocated at the school.

#### **Round table items:**

##### *Repository for council documents:*

A central depository for council documents is desired. This would house documents related to the various events that council runs throughout the year and would ensure that council members to do not have to rely on members who have run an event in the past. It was indicated that it may be possible to use the Google Drive that is associated with the OCDSB account used for the school's website.

##### *Kinder night:*

The Kinder night is scheduled for May 16, 2019. It was suggested that council be present and have a table set up. This would allow council to inform new parents of what we do and may also serve as a way to recruit new members for next school year. Anyone interested could be invited to join the June, 2019 council meeting.

##### *Valentines dance:*

- The Valentines dance is scheduled for February 14, 2019 from 5:30 to 7:30pm.
- We are seeking volunteers to help the event run smoothly. May invite high school and scout/guides to volunteer in addition to parent volunteers.
- The dance will follow the same format as previous years. The night's activities will include:
  - o a DJ who will be asked to stop part way through to allow for some interactive games.
  - o a book fair
  - o glow sticks
  - o a raffle. Our local councilor was invited to donate a basket.
  - o A bake sale
  - o A pizza dinner. This will be coordinated through the pizza program ongoing in the school.
  - o flowers for sale (likely carnations)
  - o a collective art piece. This would serve as an alternative activity to dancing. Students will be invited to decorate hearts, which will be added to the collective piece. It is council's intention to leave the collective piece on display on a wall in the school. It was suggested that the board outside the gym near the kinder wing might be an ideal location.
  - o a display table for Forest Valley clothing. This is pending one final quote.
  - o decorations
- Council is hoping this event will be more environmentally conscious than in previous years. For this reason, students will be encouraged to bring their own water bottle. Alternatively, council may offer (pre-poured or jugs) drinks in compostable cups or milk/chocolate milk.
  - o It was noted that both the daycare and the Mason family have two large sports jugs each, if this option is chosen.
  - o If milk / chocolate milk is offered, council could use the existing milk program to coordinate the logistics.
  - o With respect to dishes (cups), it was noted that reusable dishes may also be an option. This was done for last year's multicultural event and all dishes were then washed in the dishwasher.
- All information will be included on the order form noting that there will be the option to purchase extra pizza at the event itself. There will also be a note reminding students of the need to use indoor shoes.

### *Community garden*

A council member recently attended a workshop about starting a community garden and inquired about the possibility of having one at the school. Council was informed that there had been a plan for this in previous years but, when the school yard was paved, the initiative did not move forward.

It is understood that we would need to speak with the school board about greening initiatives and to obtain the appropriate permissions. Mrs. Borres indicated that there were a number of

planter boxes at the front of school that could be used. There was interest in planting greenery and flowers so as to attract butterflies and create a butterfly garden.

This garden could be a spot where children could gather with their teacher and may even serve as an outdoor classroom. The school could revisit a previous initiative to install a blackboard outside. Ways to create shade were discussed and several options were put forth including shade sails, a trellis, a retractable awning, umbrellas that could be easily set up and stored inside when not in use, or even planting additional trees.

#### *Parking during drop-off and pick-up times*

In recent weeks, Mrs. Borrens has highlighted (by way of her 'Principal's corner' emails) the issues with parking. With all the snow we have received, plus additional staff members who drive, the parking lot has gotten smaller. This has created issues at peak times during the school day. A council member suggested that a map should be shared to clearly indicate where parents should and should not drop-off and pick-up their child / children. Katie Morrisett has offered to create this map, which could be added to the school website and included in future 'Principal's corner' messages.

In order to help improve the parking issues, Mrs. Borrens indicated that she would ensure that snow removal in the lots is done in a timely manner and ask the bus duty teachers to move over to the "kiss and ride" area to ensure things move along nicely. To further improve the situation, it was suggested that we might consider closing off the lots during peak times. This is an initiative that other local schools have undertaken.

#### *New JK students:*

The Kindergarten night is scheduled for January 16, 2019. This is an opportunity for new parents to learn about FVES and to register their child. Registration packages will be available at the meeting. As well, office staff will be present to allow registrations to take place.

**Adjournment:** 19:30

**Next meeting:** February 12, 2019