



Metcalfe Public School Council

Monthly Meeting Minutes

Meeting Date: September 15, 2009
Location: MPS staff room
Start time: 6:34 pm
End time: 7:45 pm
Next Meeting Date: October 6, 2009, 6:30 pm, MPS staff room

Present

Jennifer Finniss
 Val Leonard
 Christine Lee
 Cheryl Millard
 Kelly Mayo
 Kevin MacPhearson
 Hugh Cleland
 Andrew Furlong
 Charlotte Bradley
 Casey Edwards
 Heather Jeffery
 Howard Crerar
 Jennifer Nutt – Principal
 Guido Ronci - Vice-Principal
 Barb Miller – Staff representative
 Sharon Goral – Administrator representative

Regrets

Summary of Discussions	Action
1.Call to order & welcome Jennifer F. called the meeting to order at 6:34. Welcomes all parents and staff.	
2.Approval of June minutes The minutes of the June meeting were approved after changing Val from present to regrets.	
3.Principal's Report Welcome back to our Council, I am very pleased to see new faces here tonight. The year has begun on a very good note. We have approximately 306 students Class breakdown – 1 JK,1 SK, 1 grade One, 1 grade 2 , 1 grade 3 ,1 grade 3/4, 1 grade 4/5 MFI , 1 grade 5/6, 2 grade 7 classes, 2 grade 8 classes, 1 grade 7/8 and our system LD class that is this year comprised of all Int. students.	

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<p>New Staff: Ms Kelly Efford - Intermediate music. Mrs Carter is off on leave. Mr Alward is filling in the .5 of the grade 5/6 with Ms Efford covering the other .5</p> <p>School upgrades: Cleanup of courtyard - a wonderful learning space organized by Mrs. Toohey. Staff room upgrades organized by Sharon Goral. Resources room for intermediates.. Parent Council room being cleaned out</p> <p>Terry Fox Run will be held on Friday Sept 25th. Students are asked to bring in \$2 - larger donations can be done directly online. We will need volunteers for the run to hand out juices. Val has said she will be able to help</p> <p>Would council be willing to provide juice for the students on the 25th? Council approved \$100 towards juice, but also approved approaching the manager of Barrhaven Loblaws with request for donations.</p> <p>Reminder that we have gone green with Newsletter. A sticker with a reminder and the web address will be placed in all the children's agendas as a reminder in October.</p> <p>Disabilities draft proposal – survey looking for council to participate</p> <p>EQAO School results are in- individual results will be available on-line tomorrow. Parent letters will follow shortly.</p> <p>As a result of our EQAO results, we are now an OFIP school. This will allow us to access more funds and resources to improve our instructional practices.</p> <p>Ontario Focused Intervention Partnership (OFIP)</p> <p>The Ontario Focused Intervention Partnership (OFIP) is a key strategy intended to support all schools to improve student achievement. In 2006-07, the government invested \$25 million to provide supports for all boards and almost 1,100 schools that have experienced particular difficulty in achieving continuous improvement. An additional \$8 million was provided for before and after-school tutoring initiatives. OFIP will continue to be a major focus for The Secretariat for the 2007-2008 school year. The Secretariat has again invested \$25 million in OFIP, plus an additional \$8 million for OFIP tutoring initiatives for the 2007-08 school year. All school boards across the province are participating in the OFIP program.</p> <p>Since low-performing and static schools can require different types of assistance than schools that are improving, the OFIP program is divided into three</p>	<p>Jenn N. - write letter to be given to Casey Edwards to forward to Loblaws.</p> <p>Jenn F/Val – pick up donations if approved.</p>

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<p>components:</p> <ul style="list-style-type: none"> ● OFIP 1 – schools where less than 34% of students are achieving at Level 3 (the provincial standard) or Level 4 in reading, in two of the past three years. ● OFIP 2 – schools where 34%-50% of students are achieving at Level 3 or 4 in reading and results have been static or declining based on trends over the past three years. ● OFIP 3 – identifies schools where 51%-74% of students are achieving at Level 3 or 4 in reading but results have been static or declining based on three-year trends. <p>Boards can use the OFIP funds for job-embedded professional learning for teachers, resources, literacy and numeracy coaches and release time to facilitate additional training opportunities.</p> <p>Improvement strategies focus on the implementation of high-yield classroom and school approaches such as:</p> <ol style="list-style-type: none"> 1. dedicated blocks of uninterrupted time for literacy and numeracy 2. a school improvement team that meets regularly to review school data and plan next steps 3. a mechanism to regularly monitor the growth and progress of specific students 4. a capacity-building strategy for school staff to improve instructional effectiveness 5. a common assessment tool for primary and junior grades, used in all of the schools in the OFIP strategy 6. adequate resources to ensure a comprehensive literacy program 7. teacher moderation of samples of student learning which leads to instructional planning 8. school and classroom organization and scheduling 9. a school culture that makes school improvement a whole school priority 10. professional development and capacity-building for teachers and principals aligned to the School Effectiveness Framework and the school improvement plan that strengthens instructional practice 11. parental involvement and community engagement <p>The Secretariat's student achievement officers are working collaboratively with boards and schools to implement the OFIP initiative. Over 1,100 schools have been identified as OFIP schools for the 2007-08 school year.</p>	
<p>4. Vice-Principal's Report Glad to be at Metcalfe PS. I have met a great welcome from some awesome</p>	

Summary of Discussions	Action
<p>students.</p> <p>But more so, I have met your kids that are really special. They are dynamic, welcoming and very happy students. You have done a great job!</p> <p>Bussing</p> <p>As you might be aware, the Bus routes have changed over the summer, as we now have a new Transportation Authority serving the Catholic and Public Boards of Ottawa. In our rural area of the Board, there is also the added feature of picking students up at Metcalfe PS, then Osgoode Township HS. Dropping them off and then the busses are off to Castor Valley etc for a second run. All this poses new problems and I am happy to report that we have ironed a number of them out. To the point that the Principal, Mrs. Nutt or myself have actually gone out to bus stops and analyse what the safest thing for the students getting off the bus is. We understand that patience is still necessary, as some ways of doing things in the past is no longer possible with the new demands on the system. If parents have any concerns about bussing however, please feel free to call me at MPS.</p> <p>IEP (Individual Education Plans)</p> <p>The Education Act of Ontario spells out that the schools have to deliver IEPs relatively quickly to parents of children in need of IEPs. As a member of the Learning Support Team, which includes the Principal, Mrs Belanger, and myself, I am glad to announce that we are soon to send home the IEP Parent Input sheet. Because, even if the teacher teaches the child, the parent is the one who knows his child best, and if things happened over the summer then the school should be made aware. As I mentioned, the teachers are getting to know their students, and consequently you may have heard that they are being tested already. We call that formal or informal diagnostic testing in order for the teacher to direct their instruction. Through them, the teachers are getting to know their students strengths and needs. This will enable them to elaborate and refine the IEPs over the next few weeks. Together, as team, parents-teachers- administration, we hope to deliver the best teaching environment for the MPS students. So, I repeat, the IEP input sheets will be coming home soon for those students requiring an IEP.</p> <p>Fire drills</p> <p>Fire Prevention Week is Oct 4 to 10 this year.</p> <p>We have had one fire drill on a beautiful Friday afternoon. We are required to hold three such fire drills in the Fall and three more in the Spring. They will not always be on a warm sunny day. I would like to mention that the students, under the guidance of our staff handled the Fire drill with aplomb. They were quiet, respectful of others and waited patiently as we did our thing. As I said, the next ones will include the Kindergarten students, as well as some obstacles such as blocked exits, and perhaps nature's elements!</p> <p>Lockdowns</p> <p>The Board Policies and Procedures dictate that there shall be two lockdown practices in the Fall. That is a minimum over the school year. The first, with Const. Pierce, is not meant to be a surprise. Parents will be given notice so they can discuss</p>	

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<p>the importance of good behaviour during a lockdown. Subsequent lockdown and secure building drills will be surprises, and they are there to help us perfect our plans. As you know, it is by practicing that the students improve and that we can perfect our plan. So stay tuned for notice of the first Lockdown practice.... I'd safely guess in October.</p> <p>Character Education Again this year we will be focusing on one character theme each month. Character assemblies will be happen every two months certificates given in the classroom each month. Our first assembly will be held on October 30 at 1:10pm Parents are always welcome to attend.</p> <p>Extracurricular Sports</p> <ol style="list-style-type: none"> 1. Several teams are already underway... you may have noticed football flying during recesses in anticipation.... 2. Mr. Alward is coaching the boys' intermediate touch football; 3. He is also coaching both the girls' and boys' Junior soccer teams; 4. Mrs. Brown and Mrs Toohey are running the girls' intermediate touch football team; 5. Mrs. Burton is looking after the intermediate cross country teams; and 6. Mrs. Belanger is looking after the junior cross country teams. <p>We know that our students' raw talent under our staff's excellent coaching will surprise us!</p> <p>Field Trips Class field trips are already being planned</p> <ol style="list-style-type: none"> 1. Gr. 7 are off to the War Museum on Nov 6th 2. I noticed a trip to McSkimming on Novemeber 19th. 3. Other Field trips are in the works. 	
<p>5. Teachers' Report Grade 7's are heading to McSkimming, but there is no date set yet.</p> <p>The fire drill went fabulously.</p>	
<p>6. School Council Elections There are 12 available positions for parents on school council. There are 12 parents present, so everyone who wishes to may have a voting position on council. Hugh declines a voting position, but the remaining 11 parents will form the 2009/2010 MPS school council.</p> <p>Council contact information has been collected and will be forwarded to council members by secretary.</p> <p>The following were voted in by council members: Jennifer Finnis – co-chair Valerie Leonard – co-chair</p>	<p>Christine – consolidate contact information and forward to members</p>

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<p>Christine Lee – secretary Howard Crerar - treasurer</p> <p>The following coordinator positions have been filled: Heather Jeffery – volunteer coordinator Charlotte Bradley & Andrew Furlong – webmaster Cheryl Millard - hot lunch coordinator Kevin MacPhearson - OCASC representative</p>	
<p>7. MPS School Council 2009/2010 Jennifer F. went through her ideas for council this year.</p> <p>Focus on communication</p> <ul style="list-style-type: none"> - ensure all MPS families know what is going on within the school - use the front board more efficiently to promote school activities - ensure agenda for MPS council meetings prepared earlier and available for all parents. - Improve MPS council website <ul style="list-style-type: none"> - Hugh commented that in the past there has be difficulty in keeping the website up to date due to the requirement that all council documentation be approved by 2 members – suggested that a process be set up regarding website updates that will streamline maintenance. <p>Fundraising</p> <ul style="list-style-type: none"> - need to choose a focus for fundraising – will discuss more at next meeting. Possibilities may be the library, sports, music, other? - one of our main fundraising activity is the Jingle Bell Bazaar in December - hot lunches will continue under Cheryl's organization. She will get the forms out as soon as she can. - possible ideas for other fundraising activities – will discuss more at next meeting. <p>Future possibilities</p> <ul style="list-style-type: none"> - find someone who is familiar with grant proposals to work for us - find someone to coordinate a yearbook - Campbell Soup label program - Health coordinator to help organize head lice checks - Garden/yard coordinator to help maintain the courtyard & gardens <p>Website</p> <ul style="list-style-type: none"> - Christine will contact Lisa to get information for Charlotte to look at - ensure that the website is useful to parents - request for an email reminder for newsletter. Charlotte agreed that this is possible and suggests using a service which will cost a low monthly fee but will ensure email security and easy of use. <p>Treasurer</p>	

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<ul style="list-style-type: none"> - Jennifer F., Val & Howard will need to go to the bank to set up banking details. 	
<p>8. New Business</p> <p>Rocks for the back edge of the field. As discussed last year, we would like to place large rocks at the back edge of the field to inhibit the use of the field by road vehicles. We can get rocks from the Metcalfe Agricultural Society, but we need something to transport them from the fairgrounds. We will need to approach the parents</p>	
<p>9. Adjournment of Meeting</p> <p>Meeting adjourned at 7:45 pm. Next meeting to be held on October 6, 2009, 6:30pm, MPS staff room.</p>	Christine – put together signs for council meeting