



Metcalfe Public School Council

Monthly Meeting Minutes

Meeting Date: December 1, 2009
Location: MPS staff room
Start time: 6:30 pm
End time: 8:10 pm
Next Meeting Date: January 5, 2009, 6:30 pm, MPS staff room or library

Present

Jennifer Finniss - Co-Chair
Val Leonard - Co-Chair
Christine Lee - Secretary
Howard Crerar - Treasurer
Kevin MacPherson - OCASC
Andrew Furlong - Website
Charlotte Bradley - Website
Casey Edwards
Heather Jeffery – Volunteer Coordinator
Kerry Fonseca
Jennifer Nutt - Principal
Guido Ronci - Vice-Principal
Cherie Stanley – Staff Representative

Regrets

Cheryl Millard – Hot Lunches
Kelly Mayo
Sharon Goral – Administrator representative

Guests

OTHS Leadership group representatives
Elizabeth McRae

Summary of Discussions	Action
1. Call to order & welcome Jennifer F. called the meeting to order at 6:30.	
2. OTHS Leadership Group – Gabe Urqhart & associate Two representatives from the OTSH Leadership Group presented an initiative to sell postcards that would be sent to troops in Afghanistan. They would like to be able to offer the cards for sale at MPS. The cards are purchased, written & addressed and then returned to OTSH by December 11 th . There is a person who will be traveling to Afghanistan with supplies and has agreed to transport the postcards. <i>Val inserted that all mail addressed to military does not require any postage.</i>	

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<p>The money raised will go to Operation Come Home which provides Christmas dinners for street kids.</p> <p>Council requested time to discuss the matter after the representatives left and asked that one of them drop by the school on Wednesday, December 2 to further discuss the matter with Jennifer Nutt.</p> <p>Council decided to go ahead with the postcards. Jennifer Nutt will communicate with Gabe.</p>	
<p>3. Approval of November minutes The minutes of the November meeting were approved as written.</p>	
<p>4. Principal's Report – Jennifer Nutt</p> <p>Retirements – Sharon Goral and Marcel Lafrance will be retiring at Christmas time. Both will be greatly missed.</p> <p>We will be interviewing for Sharon’s position next week. The hiring process for Marcel job is completed through facilities.</p> <p>Reports– Report cards went home yesterday; all parents should have received them. Interviews are scheduled for this Thursday evening and Friday morning. Mrs. Daley will also be holding interviews on Monday, December 7th to accommodate all her students. If these dates don’t work for you please contact your child’s teacher o make alternate arrangements. One of the biggest challenges during the interviews is keeping to the tight timeline, teachers can quickly get behind when interviews last longer than 15 minutes.</p> <p>OFIP funding - Each teacher has had a one day session working in a small group with our Instructional coach Ted McEwen. I have received very positive feedback from both Ted and the teachers. The focus of these days has been implementing or refining high yield strategies that support our School Improvement Plan</p> <p>Early Learning Program Metcalf has been included in the initial list of schools sent by the Board to the ministry. 1 teacher + 1 ECE worker per class board average of 26 per class Before and after school care offered by ECE workers will also be offered, A link to the Pascal report that recommended all day learning has been placed on the School website. At this point I have very little in the way of specifics on the Early learning program or the before and after school care as soon as I receive any additional information I will pass it along.</p> <p>School Improvement Plan – Yesterday, I handed in our school Improvement Plan. We are focusing on improving the students’ ability to use inferencing skills through targeted strategies. We did baseline assessments and will reassess the students around the end of January to see if we have achieved our goal of raising our students</p>	

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<p>achievement.</p> <p>Lunch Time Monitoring – We applied for and just received today the go ahead to hire two lunch time monitors. Each position will be for 2 X 1hr blocks. We will receive more information on the position and the training for these positions shortly.</p> <p>Wireless Access at MPS – We are now configured to allow guest laptops hook up wirelessly. Sign in at the office to receive password.</p>	
<p>5. Vice-Principal's Report – Guido Ronci</p> <p>Grade 8 Enrichment Mini Courses 20 interested; 8 withdrew; 5 applied; 7 awaiting</p> <p>IEPs Will be sent home in the New Year</p> <p>High School Information</p> <ul style="list-style-type: none"> ● Canterbury HS visit – met with all Gr 8 students – November 24 at MPS ● Colonel By SS International Baccalaureate Program - November 25 ● Osgoode Township HS – Info sessions in the New Year ● OTLC – a group of approx. 10 students are going on Dec 11. <p>OFIP Tutoring Program</p> <ul style="list-style-type: none"> ● Grant proposal submitted – similar structure to last year ● extra tutoring for grade 3's ● boys and girl's reading groups ● technology for boys/girls <p>CPR/First Aid \$1250.00 for 5 staff members from MPS and 2 from OTHS</p> <p>Early Intervention Program</p> <ul style="list-style-type: none"> ● there will be discussions/with the intermediate students ● training on literacy ● k-3 staff receive an extra ½ day moderated marking to improve consistent marking between teachers & grades <p>Recess</p> <ul style="list-style-type: none"> ● Appropriate attire ● Outside is outside, no going back inside for missing items ● Snow on the ground ● Closed structures for the winter <p>Yearbook – Jostens' – Val Leonard</p> <ul style="list-style-type: none"> ● Committee with gr 8 students ● Front & Back covers Art Competition (creating rubric) ● Competition for Internal Art work, 1 per grade ● \$15 pre Dec 17; \$20 after Jan 4 <p>Winter Concert – Dec 16th @ 1:05 pm</p> <p>General Assembly – Dec 18 @ 10:45AM</p>	

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<p>Book Fair – December 2nd & 3rd</p>	
<p>6. Yearbook – Val Leonard Val has agreed to be parent liaison for the MPS 2009/2010 yearbook. She is working with a group of grade 8's.</p> <ul style="list-style-type: none"> ● there will be an art competition for front and back cover art ● there will be an art competition for interior art work, one piece per grade ● cost will be \$15 prior to December 17th, \$20 after that date. ● the order form is being finalized ● can be ordered online as well ● child's name can be embossed on the cover ● Val is working with Greg from Jostens ● photos come from teachers and grade 8 photographers ● once the photos are in, Val will work with her team on layout and formatting ● it will be approximately 45-48 pages ● this will not be a profit making endeavor for council ● Elizabeth is willing to help out 	
<p>7. Teachers' Report – Cherie Stanley</p> <ul style="list-style-type: none"> ● On December 8, JK's are going on a community field trip to the post office. They are writing letters to Santa and will mail them while there. <i>(Val – no postage required for Santa letters either).</i> ● December 9, grades 1, 2 & 3 are going to the NAC for an orchestra/dance performance of Winter Wonderland. ● The performance of Peter Pan is coming together. ● Cherie showed off: <ol style="list-style-type: none"> 1. Leveled Reading Book Cart <ul style="list-style-type: none"> ■ leveled 1 to 23 using Nelson's PM benchmark ■ children are using and enjoying it ■ the book cart can always accept more books! ■ THANK YOU 2. Easel purchased for grades 1, 2 & 3 <ul style="list-style-type: none"> ■ great storage & very efficient ■ THANK YOU 	
<p>8. Volunteers – Heather Jeffery</p> <ul style="list-style-type: none"> ● There are lots of volunteers for JBB ● Jennifer F. has created a note to go to the workers/bakers. Heather will get the volunteer list to Jennifer and she will control them. ● Elizabeth had a question about what a class parent is. This was explained and she volunteered to be one for her daughter's class. ● The cheque for \$150 for Cheryl to pay for luncheon expenses was requested to be written. 	
<p>9. Dance-a-Thon – Elizabeth McRae</p> <ul style="list-style-type: none"> ● The dance-a-thon that Elizabeth helped run at St. Leonard's school raised 	

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<p>\$19,000. Elizabeth is hoping to raise between \$5000 and \$7000.</p> <ul style="list-style-type: none"> ● prizes will be either purchased or donated ● large prizes would be nice for top winners, e.g. scooter, ipod, sen tickets, ... ● door prizes will be available as well – for every \$5 raised, one door prize ticket – things like games, balls, lego, jump ropes, ... ● Elizabeth is working on the sponsor sheets ● volunteers will be needed to count money and work the event ● a dj will be hired – Elizabeth knows of one and will approach themselves ● it would be nice to have the principal and v-principal participate – the more silly the more popular (sumo wrestling?) - JN & GR agree to participate – what they will do will be decided at a later date. ● donations will be needed – need to approach parents/businesses? ● possibility of a pizza lunch for the top raising class ● February 11th set for the date ● Cherie – there has been dance-a-thons at St. Catharines (approx 200 students) and it may be prudent to be conservative with the budget ● Kerry – will look into the donation of a hockey jersey ● Council approved spending up to \$150 for a scooter for the grand prize 	
<p>10. Financial – Howard Crerar Howard presented the financial summary. Kirsten is currently looking into the different volleyball systems and will let us know the decision as soon as possible. Cherie will purchase the 3 globes for Mrs Young, Mrs Manzo & Mrs Stanley – council has agreed to pay up to \$60 per globe.</p>	
<p>11. Website – Charlotte Bradley A voice mail test was sent out for the JBB as was successful. There was only one complaint. The initial website is up and running at mpscouncil.com – please review and get comments to Charlotte Bradley. To implement the newsletter email system, we need to get people to sign up for the service. Request that the teachers have a signup sheet at parent interviews.</p>	
<p>12. OCASC – Kevin MacPherson Kevin attended the OCASC meeting. The following was discussed:</p> <ul style="list-style-type: none"> ● The OCASC constitution ● Balanced school day ● Constant contact <p>Kevin is our liaison for the Osgoode area, OTHS.</p>	
<p>13. Jingle Bell Bazaar – Jennifer Finniss</p> <ul style="list-style-type: none"> ● All of the boxes are in the classrooms and donations are coming in and being stored in the woodshop. ● Wrapping days are set for Monday and Tuesday, December 7th & 8th at 2:45 and at 6:30. 	

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<ul style="list-style-type: none"> ● When wrapping/sorting, check games and puzzles and discard as necessary ● Sharon is making the tickets ● The tickets and notes will be going home to parents asap ● Class shopping will happen between 8:20 and 2pm. After 2 will be open to anyone. ● Jennifer F. will get map to Bruce for setup ● Jennifer F. will follow up with Santa ● We require music – Casey offered cds ● There will be a chair for Santa and a tree ● Val will work with Sharon to find the jars for the raffle ● A \$200 float is required ● Jennifer N. will get a letter for Trevor for donations ● Setup will be at 2:45 until about 5pm on December 9th. 	
<p>14. Adjournment of Meeting Meeting adjourned at 8:10pm. Next meeting to be held on January 5, 2010, 6:30pm, MPS staff room or library.</p>	