



Metcalfe Public School Council

Monthly Meeting Minutes

Meeting Date: April 6, 2010
Location: MPS Staff room
Start time: 6:30 pm
End time: 8:00 pm
Next Meeting Date: May 4, 2010, 6:30 pm, MPS staff room or library

Present

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

Regrets

Kerry Fonseca

Guests

none

Summary of Discussions	Action
1. Call to order & welcome Jenn F. called the meeting to order at 6:30.	
2. Approval of March minutes The minutes of the March meeting were approved with changes to attendance – Casey was there.	
3. Principal's Report – Jennifer Nutt Good News Craig Groen is the proud father of a baby girl. Brooklyn Groen was born on March 18th	

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<p>Lunch Monitor Ingrid Shim is our new lunch monitor, currently working 1 hr a day for the afternoon nutrition break and recess. We still have one hour available if anyone knows someone who may be interested.</p> <p>Staffing Tomorrow I will be attending a meeting where I will receive our staffing allocation for 2010-2011 school year. We are then required to submit our school organization to the Board by April 16th</p> <p>City of Ottawa – Ultra Play We have been chosen as a site for the Ultra Play program run by the city of Ottawa. This is a free recreational program for students in grade 4-6. It will be held twice a week, one night for girls and one night for boys. Up to 20 students can participate each evening. Permission forms will be sent home in the near future.</p> <p>School Improvement Plan Our first Sip goal of the year was to improve our students’ ability to use inferencing skills. To measure this, a baseline assessment was given then teachers used direct teaching of the skills needed. A post assessment was given. The good news is we showed a considerable increase in the number of students achieving at levels 3 and 4 across all divisions. From our testing data we have chosen the focus of our next improvement plan, which will be focusing on improving student writing.</p> <p>Front Entrance It has been suggested that we purchase and install a flat screen tv in the front entrance way to use for information, with a cork board underneath. The cost is estimated at \$500. Dave Fitch will be asked for information on this. More information will be available at next council meeting.</p> <p>Next Month Mrs Hennessey would like to attend next month's meeting to propose a project related to her continuing education.</p> <p>Parent Interviews The question was asked about who made the decision to remove parent interviews. We are looking at no organized parent interview days next year. Many parents are concerned that this will make it more difficult to know how their children are doing. Report cards are difficult to understand and the meeting with the teacher is important to be able to determine what they mean.</p> <p>The board Calendar Committee sets the scheduling.</p> <p>Jennifer N. wanted parents to know that they are always welcome to contact their children's teachers.</p> <p>There is a new reporting system being implemented.</p>	

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<p>4. Vice-Principal's Report – Guido Ronci</p> <p>Transportation Reconstruction signs and work has begun along 8th Line Road and fortunately this has NOT yet affected the bussing for Metcalfe PS. As per my last update, the City assures us that 8th Line will be maintained for local traffic and emergency vehicles only, on a single lane. The City has taken into consideration school bus operations during the morning drop off and the afternoon pick up activities as well as the mid day Kidergarten students drop off and pickups on 8th Line Road.</p> <ul style="list-style-type: none"> • The City’s Project Manager: Randy Dempsey, P.Eng., 613.580.2424 ext. 14102 • The City’s on-site Construction Inspector: Mike McCaffrey, 613.229.7922 <p>Enrichment Mini-Courses The eleven 11 students (6 boys and 5 girls) from Grade 8 will be participating in their Enrichment Mini-Courses in May.</p> <p>Additional Support for Learning Services Teachers had indicated where they would like to see some of the 12,000\$ we have been awarded. <i>Thanks to Mr. Ronci for initiating this grant request.</i></p> <p>OFIP (Ontario Focused Intervention Partnership) Part One</p> <ul style="list-style-type: none"> • Assistive Technology for Girls and Boys ended with the March Break • Reading Groups for Grades 1-2 and for Junior Boys will continue to the end of May 2010 <p>After the March Break until the end of May 2010</p> <ul style="list-style-type: none"> • Grade 3 Literacy/Numeracy EQAO tutoring begins week of Apr 12 • Grade 6 Literacy/Numeracy EQAO tutoring begins week of Apr 12 <ul style="list-style-type: none"> ■ On this note, given that it is an after school session... we have had to rethink our Marketing Strategy! <p>Lockdown drill #3 We have not yet scheduled a third Lockdown drill for the year.</p> <p>Firedrills We will have to conduct three (3) fire drills before the end of the school year. We will plan them as we get milder weather.</p> <p>IEPs (Individual Educational Plans) Teachers completed the IEPs for the 3rd term and they were sent home today. The third term report card will reflect the contents of the third term IEP.</p> <p>IPRC (Identification and Placement Review Committee) Towards the end of April and beginning of May, we will begin the IPRC process. In it, we review the placement of the child, their program, as well as their Strengths and Weaknesses. Furthermore, it is an opportunity to identify Accommodations that will be used globally (unless specified) for all the child’s learning.</p>	

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<p>High School</p> <ul style="list-style-type: none"> We met our deadlines for the high school bound students and the Ottawa-Carleton Secondary School's Adaptive Programs. We have also met the deadlines for the high school bound and elementary students that we recommend for Specialized Systems Classes. <p>Yearbook Great work is being done by Val Leonard. They are continuing to bring in pictures of activities. Photos of teachers are being done tomorrow</p> <p>Drop Date: MAY 2010</p> <p>Report cards – Third Term Will be going home at the end of June 2010.</p> <p>Safe Schools Team – plan to meet in April 2010 after school.</p> <table data-bbox="277 779 1049 1077"> <tr> <td>Mrs Nutt, OTC</td> <td>(Principal)</td> </tr> <tr> <td>Mr <u>Guido Ronci</u>, OTC</td> <td>(Vice-Principal)</td> </tr> <tr> <td>Mrs <u>Megan Redmond-Friel</u>, OTC</td> <td>(Teacher)</td> </tr> <tr> <td>Mr <u>Crerar</u>, Mr <u>MacPhearson</u>,</td> <td>(Parent Council)</td> </tr> <tr> <td>Mrs Leonard, Mrs Finnis</td> <td>(Parent Council)</td> </tr> <tr> <td></td> <td>(Students)</td> </tr> <tr> <td> </td> <td></td> </tr> <tr> <td>Mrs <u>Duncan</u></td> <td>(Parent)</td> </tr> <tr> <td>Mrs Johnston</td> <td>(Parent)</td> </tr> </table> <p>Objective of the meeting is to go over the MPS Code of Conduct as well as our Progressive Discipline approach to building a Positive School Climate at MPS.</p>	Mrs Nutt, OTC	(Principal)	Mr <u>Guido Ronci</u> , OTC	(Vice-Principal)	Mrs <u>Megan Redmond-Friel</u> , OTC	(Teacher)	Mr <u>Crerar</u> , Mr <u>MacPhearson</u> ,	(Parent Council)	Mrs Leonard, Mrs Finnis	(Parent Council)		(Students)	 		Mrs <u>Duncan</u>	(Parent)	Mrs Johnston	(Parent)	
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<p>5. Financial – Howard Crerar</p> <p>We started the year with \$3951. We currently have \$15,800. We have \$6000 allocated which leaves us approximately \$9800 to spend. See Appendix A for breakdown of how we have raised money this year.</p> <p>Howard will get the payouts done for allocated funds.</p>																			
<p>6. Teachers' Report – Cherie Stanley</p> <p>Financial</p> <p>Teachers are putting together their wish lists. There is some money in the school budget, plus the \$12,000 grant money as well as money from us. Administration would like the council money to be used for 'fun' items instead of basic items.</p> <p>Cherie requested guided reading tables and chairs. Each table supports 6 children & 1 teacher. 8 sets (for the primary & junior classes) would cost approximately \$4200.</p> <p>Some other ideas that came up:</p> <p>The grade 7's & 8's are participating in a Stock Market Challenge which will cost \$2700.</p> <p>The school needs new intermediate science textbooks which will cost approximately</p>																			

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<p>\$9000 if we purchase one text for each student. A structures class project. Classroom libraries. \$1000 for agendas. Sound boards & audio equipment for plays – Jennifer N. will get quotes from Jeremy.</p> <p>Jennifer F. will put together a list of what we normally cover (e.g. agendas, freezies for outdoor activity days, medals for track, Rideauwood, graduation, yearbook, ...).</p> <p>There is \$1200 that was designated to purchase a printer at the end of last year. That is no longer necessary (a printer was leased instead of purchased), so that money needs to be reassigned.</p> <p>Volleyball nets and balls were not needed.</p> <p>Activities</p> <ul style="list-style-type: none"> • The voting for the reading groups will happen at the end of the month. • Bucketball is coming up. • Mrs Burton is running floor hockey. • Primary storytelling will happen in mid May around the same time as the speeches. • The bookfair will be on all day tomorrow. They need volunteers. 	
<p>7. Hot Lunches – Cheryl Millard</p> <p>Everything is going well. Pizza is on Friday. We have changed suppliers for pizza to Main Street from Milanos. Chicken nuggets are popular.</p> <p>This is Cheryl's last year at Metcalfe Public School and we need to recruit someone to step into her shoes.</p>	
<p>8. Website – Charlotte Bradley</p> <p>Everything is going well with the website. Some people said they were not receiving the auto-email of the newsletter. Charlotte suggested that they try signing up a second time and if that does not work she will look into it. She continues to update it.</p>	
<p>9. Mail – Jennifer Finniss</p> <p>Fundraising info. Thank you card from Sharon Goral.</p>	
<p>10. Meet the Teacher BBQ – Jennifer Finniss</p> <p>Need a committee to work with teachers to put together. Plan on having it the 3rd week of September. Will not be having food. Suggested that Council have coffee & desserts available at their booth.looking at</p>	

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different programs to try to determine if they are working at engaging and/or helping parents.	
11. OCASC – Kevin McPherson No meeting this month.	
12. Adjournment of Meeting Meeting adjourned at 8:00pm. Next meeting to be held on May 4, 2010, 6:30pm, MPS staff room or library.	

Appendix A:

Metcalfe Public School Council Fund Raising Breakdown 2009-2010

Fund Raiser	Total Revenue	Total Expenses	Net Profit	% Total
Hot Lunches – phase 1 (11 dates)	\$7,146.60	\$4,401.80	\$2,744.80	22.20%
Jungle Bell Bazaar	\$2,290.03	\$547.78	\$1,742.25	14.10%
Hot Lunches – phase 2 (9 dates)	\$5,463.00	\$3,800.96	\$1,662.04	13.40%
Dance-a-thon	\$6,540.40	\$309.69	\$6,230.71	50.30%
Hot Lunches – phase 3				
Totals	\$21,440.03	\$9,060.23	\$12,379.80	100.00%

Notes:

- hot lunches 1 revenue per date \$649.69
- hot lunches 2 revenue per date \$607.00