



# Metcalfe Public School Council

## Monthly Meeting Minutes

**Meeting Date:** January 5, 2010  
**Location:** MPS Staff room  
**Start time:** 6:35 pm  
**End time:** 7:45 pm  
**Next Meeting Date:** February 2, 2009, 6:30 pm, MPS staff room or library

---

### Present

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

### Regrets

Jennifer Finniss - Co-Chair  
 Kevin MacPherson – OCASC  
 Heather Jeffery – Volunteer Coordinator  
 Kerry Fonseca

### Guests

Elizabeth McRae

| Summary of Discussions   | Action |
|--|--------|
| <b>1.Call to order &amp; welcome</b><br>Val called the meeting to order at 6:35.   |        |
| <b>2.Approval of December minutes</b><br>The minutes of the December meeting were approved with the change of date in Section 6 – Yearbook from December 17 <sup>th</sup> to December 18 <sup>th</sup> .   |        |
| <b>3.Principal's Report – Jennifer Nutt</b><br><b>Thank you!! What a fantastic Bazaar!</b> From all the staff a big thank you for organizing the JBB as well as the fabulous luncheon. We received many positive comments and words of praise for all the volunteers and effort by council.<br><br><b>Winter Concert – Capacity crowd.</b> |        |

| Summary of Discussions  | Action |
|---|--------|
| <p><b>Parent Teacher Interviews</b> – went smoothly, staff and students are working well into second term.</p> <p><b>Office Administrator</b> - Warm welcome to Tina Fournier our new Office administrator. Tina comes to us from Sawmill Creek, she lives locally and has two sons at OTHS.</p> <p><b>Enrollment</b> - 5 new students since Jan. 4<sup>th</sup>. We will be sending out notices requesting information for next years planning numbers (JK, Gr. 3's Gr. 6's)</p> <p><b>Info Night</b><br/>Our Kindergarten/MFI/ Grade 6 Info night will be held on January 28<sup>th</sup> at 6:30pm</p> <p><b>Early Learning Program</b> – I will be attending a meeting this Thursday to receive information from the Board on the new program. If anyone has specific questions they would like me to ask, please let me know.</p> <p><b>Ski days/Winter Activities</b><br/>-So far we have 85 students signed up for skiing on Feb. 24 and March 3<sup>rd</sup> (inclement weather March 10<sup>th</sup>). We have a group of teachers working on planning activities for the students participating in the winter activity days at the school.</p> <p><b>Rideauwood</b> – \$10 000 to keep program going. Last year MPS Council donated \$1000. CV Council donated and raised the rest. CV Council would like to see a coordinated effort in raising these funds.</p>                           |        |
| <p>4. <b>Vice-Principal's Report</b> – Guido Ronci</p> <p><b>Transportation</b><br/>We are aware and have communicated with both Stock (613.820.0050) about the late arrivals etc.... We encourage parents to contact the company directly and the Ottawa Student Transportation Authority – East Sector (613.224.8800 ext. 2380) if they are dissatisfied with the service.</p> <p><b>Enrichment Mini-Courses</b><br/>Eleven grade 8 students have signed up (6 boys &amp; 5 girls). Deadline for registering courses is February 01, 2010. There is an online registration system and the students that are choosing to attend are not necessarily those that would have been chosen by the teachers. It is nice to see.</p> <p><b>Additional Support for Learning Services</b><br/>We submitted a \$69,000 proposal for Smart Boards and other technology for the 21<sup>st</sup> century classroom. We aim for the stars and hope to reach the moon.</p> <p><b>OFIP (Ontario Focused Intervention Partnership)</b> – Two Parts</p> <ul style="list-style-type: none"> <li>● Jan – March Break <ul style="list-style-type: none"> <li>Grades 1-2 Reading Groups during 1<sup>st</sup> recess (25mins)</li> <li>Grades 4-5 Girls Assistive Technology 2<sup>nd</sup> recess (25mins)</li> <li>Grades 4-5 Boys Assistive Technology after school</li> </ul> </li> <li>● March Break – Jun</li> </ul> |        |

| Summary of Discussions  | Action |
|---|--------|
| <p>Grades 1-2 Reading Groups during 1<sup>st</sup> recess<br/>Grade 3 EQAO prep 2<sup>nd</sup> recess<br/>Grade 6 EQAO prep after school</p> <p><b>Lockdown Drill #2</b><br/>On hold</p> <p><b>IEPs (Individual Education Plans)</b><br/>Sent home for 2<sup>nd</sup> term on Monday, January 4, 2010. Kuddos to all the teachers and Mrs Bélanger</p> <p><b>Osgoode Township HS</b><br/>Jan 21, 2010 Staff from OTHS will visit and present their school to our students.<br/>We are looking to see if our grade eights can visit OTHS in the near future.</p> <p><b>Yearbook</b><br/>Continuing to work with Val Leonard on this program.</p>   |        |
| <p><b>5. Teachers' Report – Cherie Stanley</b></p> <ul style="list-style-type: none"> <li>● Mr. Alward would like to attend the February meeting to present requests for help on the production of Peter Pan.</li> <li>● Planning for Junior and Intermediate Winter Fun Days are in progress. Planning for Primary WFDs will begin after the Junior and Intermediate as it is dependent on theirs.</li> <li>● Badminton is finishing, volleyball is starting and skating is coming up.</li> <li>● Teachers found the JBB well done and found the gifts were really nice.</li> </ul>  |        |
| <p><b>6. Financial – Howard Crerar</b></p> <ul style="list-style-type: none"> <li>● We made \$2290.03 at the JBB – our best yet.</li> <li>● Presented the financial summary as of January 5, 2009</li> <li>● Kirsten is doing some more research on the volleyball system. The one that we were interested in requires new holes to be drilled in the gym floor so she is looking at other options.</li> <li>● We have \$500 that needs to be spent to improve school and council/parent communications &amp; must be spent by August 2010. It may be possible to use some of this money for the website. Another possibility may be a mailout/poster campaign to promote the school. Will be reviewed at future meetings.</li> <li>● Howard had a question about NSF cheques – Sharon was working with him to track down parents – who will he work with now? - Tina.. has created a note to go to the workers/bakers. Heather will get the volunteer list to Jennifer and she will control them.</li> </ul> |        |
| <p><b>7. Hot Lunches – Cheryl Millard</b></p> <ul style="list-style-type: none"> <li>● Lunch order form for the 2<sup>nd</sup> order will be coming out on Thursday. We are waiting on the price for the wraps to replace the pitas. We have the pricing for the 12” wraps, which are probably too big for most of the students so have requested pricing for 6” wraps from George at Main Street.</li> <li>● We owe Peachy \$380 for the final bill for the pitas. Howard will write the</li> </ul>  |        |

| Summary of Discussions  | Action |
|---|--------|
| cheque and mail it.   |        |
| <p><b>8. Website – Charlotte Bradley</b></p> <p>Website is up and running at mpscouncil.com. Have received some email requests. These will be input this month and confirmations will be sent out. Subscribers will require to opt in during confirmation. As well, there is a way to opt out once subscription is complete.</p> <p>Christine will be writing a blurb for the newsletter regarding the JBB, website and dance-a-thon prior to Thursday and will send to Charlotte to place on the website.</p> <p>Charlotte has invoices for website costs up to now and will get them to Howard.</p> <p>Most important thing right now is to get content. Sarah Lafrance is in charge of school scheduling – Jenn N. will talk to Sarah and Charlotte and Sarah will set up some sort of transfer of information protocol.</p>   |        |
| <p><b>9. Dance-a-thon – Elizabeth McRae</b></p> <ul style="list-style-type: none"> <li>● The Dance-a-thon is on February 11, 2010 – 6 weeks from now</li> <li>● Some door prizes have been purchased and donated. The amount they have cost so far is \$155 - \$200 has been approved for them all.</li> <li>● Would like to contact businesses to raise money to purchase an iPod for one of the grand prizes.</li> <li>● Other grand prizes will be the scooter and Sens tickets.</li> <li>● Letters will be sent out the last week of January</li> <li>● Prizes will be displayed in the trophy case and info will be in the display case by the office</li> <li>● Sumo wrestling principal and vice-principal will happen only if a given donation level is reached.</li> <li>● We will need volunteers to count money.</li> <li>● We will be making announcements – Mr. Ronci?</li> <li>● Howard will request donations from the restaurants in the SouthKeys area.</li> <li>● Casey will look into the rental of sumo wrestling costumes.</li> <li>● Val will approach Angela Powers re: a hockey jersey donation.</li> </ul> |        |
| <p><b>10. Yearbook – Val Leonard</b></p> <ul style="list-style-type: none"> <li>● Will be meeting with Mr. Ronci tomorrow.</li> <li>● The system will be up and running soon – the students will be doing the work, Val will be supervising to ensure that all is done relatively seamlessly.</li> </ul>  |        |
| <p><b>11. Other Business</b></p> <ul style="list-style-type: none"> <li>● Jenn N. is working to determine if Tina will be able to replace Sharon at council meetings.</li> <li>● Jenn N. requests that in future years we push the council meeting to the 2<sup>nd</sup> Tuesday in January.</li> </ul>   |        |
| <p><b>12. Adjournment of Meeting</b></p> <p>Meeting adjourned at 7:45pm.</p> <p>Next meeting to be held on February 2, 2010, 6:30pm, MPS staff room or library.</p>   |        |