



Metcalf Public School Council

Monthly Meeting Minutes

Meeting Date: November 9, 2010
Location: MPS Staff Room
Start time: 6:35 pm
End time: 8:10 pm
Next Meeting Date: January 11, 2011, 6:30 pm, MPS library

Present

Kim Sheldrick – Chair (2010-2011)
Christine Lee - Treasurer (2010-2011)
Andrew Furlong - Website (2010-2011)
Guido Ronci – Vice-Principal
Howard Crerar
Bruce Ringrose
Kelly Mayo
Kerry Fonseca
Casey Edwards

Regrets

Val Leonard - Vice-Chair (2010-2011)
Kevin MacPherson - Secretary & OCASC (2010-2011)
Jennifer Nutt - Principal
Barb Miller – Staff Representative
Jennifer Finnis

Guests

Craig Groen-Staff Representative

Summary of Discussions

1. Call to order & welcome

Kim S. called the meeting to order at 6:35.

2. Minutes of Last Meeting

Motion by Christine second by Andrew to accept the October minutes. All in favour carried

3. Principal's Report – by Jennifer Nutt at EQAO symposium so report presented by

Guido Ronci

*Grade 7/8 homework club will begin soon Mon-Wed from 3-4:30pm

*Asphalt work in the primary and junior area is an issue due to improper drainage; some issues with intermediate area as well; Markings for repair are in place and work should hopefully start soon

*New Progress Reports were sent out Nov 4 with parent-teacher interviews the evening of Nov 11 and morning of Nov 12. There are no classes on Fri.

*The Remembrance Day Service will be held Nov 11 at 10:40am. All are welcome to attend.

*A student survey will be available Nov 22-Dec 10. JK-gr 6 will take the surveys home to complete with their parents while gr 7-12 will complete them at school. MPS may offer time to complete the survey online in the lab but would limit numbers to 15 at one time to ensure confidentiality. Surveys are voluntary and confidential but not anonymous. They will help create a curriculum to better address equity and diversity in our society.

4. **Vice-Principal's Report** – Guido Ronci

*Progress reports-teachers did a remarkable job in completing the reports with a very short turn around time. To date, no complaints from parents. Parent-teacher interviews will be held this week as mentioned previously.

*Photos were Oct 8, retake day is Nov 10. Parents seem satisfied with the quality of the photos this year.

*School Improvement Plan (S.I.P.) Committee met on Oct 12 for 09-10 SIP and BIP and again on Oct 26 for 10-11 SIP. Parents are encouraged give input.

*Bussing-JK-gr 8 kids had bus safety lessons in Oct. Buses no longer pick up on Charters so all boarding is done at front/side of school. There has been another duty person added to help.

*Fire Drills-2 have been successfully completed with a 3rd to occur in Nov

*We have increased our waste reduction through our new blue box/black box/trash system. It has been requested that the milk cartons be rinsed before disposal.

*Lock Downs-A lock down was held Oct 21 and Staff are pleased with the results. More are planned for this winter. In spring there will be an evacuation drill set up with St Catherines.

*Character Education-Oct assembly went well. Nov's focus is cooperation and Dec is appreciation.

*Trike Race- Third Annual Metcalfe PS Trike Race "Giro de Metcalfe" is rescheduled for Nov 25 at 2:30 p.m. Funds raised will go to United Way/Education Fund.

*QSP Magazine fundraiser is finished. This will raise moneys for various school activities and will help promote literacy. Mrs Toohey reported about \$15000 in total sales (not profit)

*IEPs were sent home Oct 19. Changes can be made up until Dec 3

*High School Info nights- Colonel By Nov 24, Canterbury Dec 7, Ottawa Tech Jan 13

*Many extracurricular activities underway or recently finished-soccer, cross country, football etc

*Jazz band and hand bell choir are going well.

*1st Aid courses for adults-10 participants (teachers, staff, parents); Tentatively 1st aid will be offered to grades 1-3 and grades 4-6 after school in Dec. Forms to go home once confirmation is received.

*Mr Ronci aided in FSL interviews for Board; Mrs Nutt training in Operations, Leadership (through Board) and currently at EQAO conference.

***Upcoming Dates**

Nov 10, 15- CPR & First Aid Training 3:00PM-7:00PM

Nov 10-12-Scholastic book sale

Nov 11-10:40 am Remembrance Day Service

Nov 11-evening and November 12 morning: Parent Teacher Interviews

Nov 12-no classes due to interviews

Nov 12-VP is at the CATs (Cyclical Assigned Teachers) Professional Development

Nov 15- The P's Birthday

Nov 17- HPV #2 / Meningococcal Immunizations

Nov 19-final day for school clothing sales

Nov 22-Grade 8 info night

Nov 22-Dec 10 School Survey

Nov 25- \$2 Flip a Hat day with proceeds to United Way

Nov 26- Teachers' Professional Activity Day – No classes

Nov 30-VP at "Schools for the Future" Consultation

Dec 8-Jingle Bell Bazaar

Dec 9-gr 1-3 & gr4-6 first aid (tentative)

5. **Teachers' Report** – Craig Groen

The Teacher's Wish List was presented with the following requests:

1-clear plastic shoebox size bins for JK/SK \$60

2-toboggans and sleds

3-kids sized shovels

4-basketball jerseys and matching shorts \$800+

5-French resources-books, cds, novels etc

6-Library resources-char ed, gov't/social studies/ holidays/celebrations and Black History month info

7-Computer Club start up costs-hardware, software, peripherals etc \$150

8-Primary books \$500

9-Junior social studies and science resources-medieval, early civilizations, healthy bodies, machines etc \$600

Gr 8s had Ottawa Tech reps visit Nov 5 and gr 8 will visit there soon

Howard noted the Greely library may be culling unused books and he will try to obtain some at a reasonable price if possible however he would like more info on exactly what we would like.

Andrew may have some computer equipment to donate to the computer club.

6. **Treasurer** – Christine Lee

*A draft balance sheet was distributed.

*Signing authorities have been changed

*A motion by Christine second by Andrew that we split the \$1200 that was to be used on volleyball equipment on the volleyball ref tower and the primary books requested. all in favour carried. Christine will talk to Jenn N and Tina about the funds.

7. **OCASC** – Kevin MacPherson at EQAO symposium so report presented by Kim Sheldrick

*Appreciation Reception to be held just prior to next OCASC meeting Nov 18. Info had been circulated by email

*Nov 18 OCASC meeting will include elections. Kevin submitted his name for SEAC rep.

*Concern about bus pickup has been taken care of as buses no longer pick up an Charters. Issues with keeping lanes across from school clear for parents to pick up kids. A call is in to the city manager about signage.

*Suggests talking to St Catherines and city to have a safety audit done and possibly to include overhead lighting at crosswalk. A new lightpost is to be installed at crosswalk but audit can be looked into.

*New trustees to start soon and Board Improvement Plan is being worked on. Anne Teutsch (OCASC Chair) to address trustees on this.

*SIP and BIP should have parent involvement. Concern over possible school fees.

*Kevin spoke with Heather Wilson, Castor Valley ES Chair, about working together with Greely ES and Osgoode PS for large concerns. Kim noted Councillor Thompson's office meets with the School Council Chairs for Osgoode Ward schools. Due to the election, no meeting has been held yet but one is forthcoming to express concerns

8. **Website** – Andrew Furlong

*Domain name and host have been paid for another year. Motion by Andrew second by Christine that we reimburse Andrew \$74.66 for these fees. all in favour carried. The autoresponder/Mailer software for will need to be renewed in Dec

*The events mechanism was not working properly so the event widgit was removed

*The teacher's wish list will be posted in hopes of receiving donations as opposed to spending funds.

*Is it possible to track usage/number of visitors to site? Andrew will look into this.

9. **Mail/Correspondence**

*Cheque received from OCDSB for Parental Involvement Fund and Parent Reaching Out Fund.

*Membership request from People for Education. Info circulated but to be decided next meeting

*Email from City that Charters is on the repair/resurfacing list for 2-3 years from now. It will be reexamined in the spring. 8th Line and United will have speeds reduced to 40 km/h and listed as school zones. Charters doesn't qualify as a school zone but speed reduction can be requested if 2/3 of the residents sign a petition. Kevin, Howard and Kim are working on this.

10. **Hot Lunches** – Jennifer Finnis

*Hot lunches going well. Assigned child from each class responsible for picking up lunches and passing them out. Would be better for pizza and hotdog days to have an adult volunteer in each class to oversee distributions instead of kids grabbing food.

11. **Jingle Bell Bazaar**

*Date confirmed for Wed Dec 8 with set up Tue Dec 7

*Christine will coordinate a potluck lunch for 25-30 volunteers

*Christine will update last years forms for verification then distribution late next week.

*Casey will arrange to get 15 large boxes for in classrooms

*Christine will check last years expenses as to an amount to spend on extra gifts

*To date the committee consists of Jen F and Bruce so more help is needed. Planning can take place outside of regular MPSC meetings.

*Increase in sale prices will be determined but likely to \$1 or thereabouts with info conveyed to those working the bazaar.

11. **New Business**

*The petition for Charters was sent around

*Insurance has been suggested by the Board. Kim spoke with Jen N and Jen F about purchasing it. Motion by Kelly second by Christine that we spend \$185 to purchase Liability Insurance through Ontario Public School Boards' Association.

*Sat Feb 5 2011 Kim and her sons will be hosting Go Bald for Wishes as a fundraiser for Make a

Wish of Eastern Ontario. She requested the school/council help out with donations. It was decided Fri Feb 4 will be Crazy Hair Day at MPS with students donating \$2 to MAW to participate

*It was decided we will proceed with a Dance a Thon tentatively scheduled for Fri Mar 11 2011. Kelly, Kerry, Casey, Howard and Christine have offered to help. Planning will begin in Jan.

11. Adjournment of Meeting

Meeting adjourned at 8:10 pm.

The Dec 14 meeting is tentatively cancelled. If any urgent business arises, a brief meeting may be held Dec 7 with JBB setup

Next meeting to be held on January 11 2011, 6:30pm, MPS library.