

Elizabeth Ziegler (EZ) Public School Council Meeting

Monday, May 29, 2017

ATTENDANCE

VOTING COUNCIL MEMBERS

x	Ingrid Bachmann (Chair)		Martha Norton		Gina Alderman
	Ingrid Wessel (Treasurer)	x	Joanna Thiessen		Krissy Walker
x	Carrie Stevenson (Secretary)	x	Rebecca Calma		Russ O'Neill
	Rebecca Guzar		Ronda Werner	x	Alexis Motuz
x	Cher Mamuza	x	Erin Heimpel	x	Brenda Prins
x	Emily Jaarsma		Becky Klokoff		Dana Zegers

NON VOTING COUNCIL MEMBERS/GUESTS

x	Lynne Green (Principal)	x	Sue Tomchick (Teacher)		Jennifer Topham
	Sara MacNeill (VP)		Holly Morwood		Shemira Sheriff
	Jola Gurska		Brendan Payne	x	Brian Enns

1. WELCOME (Ingrid Bachmann - Chair)

- Minutes were circulated via email for review

Motion to approve April 24, 2017 minutes.

Motion moved by: Cher

Motion Seconded by: Alexis

Motion passed by: All members in attendance

2. COMMITTEE OVERVIEW

a) Greening

- Garden - Brian Enns met with other interested parents to identify the first phase of garden building. The group identified a preferred site between the portables and rock garden. Rob Seeley (WRDSB) cautioned that if additional portables are needed for increased school enrolment, they would likely be placed in the proposed garden location.

Watering - will need to coordinate access to the shed/water key. Extra water keys can be purchased from Home Hardware with enough notice.

Brendan Payne will create and maintain a binder outlining his classroom's involvement for future reference. Other schools have not had as much teacher buy-in so it's possible Elizabeth Ziegler will become a future leader and resource for other schools wanting to start a garden program.

See attached *Elizabeth Ziegler Garden Program Plan* for full details including possible planting, budget, grants, watering/tools, etc.

Motion to approve spending \$335 from the greening account to cover start-up costs associated with building a garden.

Motion moved by: Carrie

Motion Seconded by: Rebecca

Motion passed by: All members in attendance

- John's Nursery replaced the dead tree that was planted last school year (under warranty)
- Hose and Tregator bags have been purchased for last year's new trees

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- Becki will water the trees until the end of June at which point she will recruit volunteers to water trees and garden over the summer

Action items:

- (February) Becki to coordinate clean-up of forest area and mulching in fall 2017
- Brendan will investigate having the eco-club run this year with Alice and Tamara
- Brian and his volunteers will begin sourcing garden materials
- Lynne to follow-up with WRDSB about the baseball diamond being dragged and its holes filled in

b) Fundraising activities and lead volunteers for 2017-2018 school year

- Fresh from the Farm (Hannah Marcus)
- Magazines (Carrie Stevenson)
- Mabel's Labels (Carrie Stevenson)
- Dance (Carrie Stevenson & Jola Gurska)
- Terra Cotta batter (Becky Klokoff)
- E-waste/garage sale (Jola Gurska)
- Pizza (TBD)

Action items:

- Volunteers listed above to prepare for 2017-2018 school year

c) Outreach

- June parent social –Berlin Bicycle Cafe is licenced and eager to host a private event on Tuesday, June 13 at 7 p.m. for EZ parents. Flyer going home week of May 29. Reminders will be shared on Facebook, Twitter, School-Day, planners, etc.
- Fall BBQ – Ryan Good can help with food ordering and prep again on Wednesday, September 13, 2017.

Action items:

- (February) Joanna to contact ESQ about 2017/2018 ESQ night
- (February) Lynne and staff will review possible locations within the school that are well-staffed should EZ receiving funding for the Elkay hydration station
- Brenda and Carrie to coordinate the BBQ with Ryan Good
- Jo to connect with Berlin Bicycle Café about budget and menu
- Lynne and Jo to coordinate promoting the parent social with Sara, Joan, and Shannon (Twitter, labels, School-Day)
- Lynne to verify that PIC money has not been allocated elsewhere as council would like to apply it toward the social

d) Words out

- Janice Lee – Invoice has been paid!

Action items:

- Alexis to share info with council members about Janice Lee's upcoming adult-themed play

3. FINANCIALS (Ingrid Wessel)

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Motion passed by: All members in attendance

Motion to reimburse school up to \$1500 for the purchase, taxes, and delivery of the Triple Hoop Toss game.

Motion moved by: Carrie

Motion Seconded by: Alexis

Motion passed by: All members in attendance

Motion to approve \$3000 total for the purchase of English and French home reading books.

Motion moved by: Brenda

Motion Seconded by: Erin

Motion passed by: All members in attendance

Motion to approve \$100 per classroom (23) to purchase board games for classroom use.

Motion moved by: Carrie

Motion Seconded by: Cher

Motion passed by: All members in attendance

Motion to approve \$70 per classroom (23) to purchase outdoor play equipment.

Motion moved by: Carrie

Motion Seconded by: Jo

Motion passed by: All members in attendance

Action items:

- Lynne and Joan to research cost of various mindfulness tools, coding kits, and “exercise” equipment (e.g. stationary bikes, bike desks, etc.). Once compiled, they will share details with council via email so that council can vote on how best to spend the remaining \$2000. Ideally, the balance will be split equally between primary and junior cohorts.

7. FUTURE MEETING DATES

- TBD

8. MISCELLANEOUS

a) Volunteer recruitment and succession

- 2017-2018 school year will see many changes in terms of council volunteers. In addition to general members, a Chair and a Secretary will need to be recruited. Further, it was suggested that a Volunteer Coordinator role be created to help recruit volunteers for the BBQ, fundraisers, pizza days, etc.

Action items:

- Create ballot box for Parent Social to collect parents’ names to use as possible volunteer pool
- Lynne to coordinate with Shannon to send School-Day message about the need for volunteers
- Lynne to ask Shannon if we can create a “volunteer sign-up” option on School-Day for things like pizza day
- Carrie to create flyer listing various volunteer roles that will be distributed with the kindergarten staggered start letters

9. ADJOURNMENT (Chair, Ingrid Bachmann)

Elizabeth Ziegler Garden Program Plan

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This document is meant to provide a framework for the first phase of the school's gardening program and builds on top of the [earlier proposal](#). The details and planning below are the result of consultations with staff, parents and other people in the community who have started similar programs.

Site

The ideal site will meet the following requirements:

- Easily visible to promote connection and reduce vandalism
- Close to a water source
- Flat
- Sunshine for most of the day
- Meet the approvals of school staff

Preferred option:

This site between the portables and tree/rock area meets all the requirements



Any location farther away from this location may require a water storage container and potentially reduce student interaction with the garden.

Design

The design will ideally meet the following requirements:

- Immediately usable for planting
- Side to center is no wider than 3 feet, for easy reach of smaller students
- No risk of chemicals from the building materials leaching into the soil
- Easily repairable
- Can be relocated
- Low cost for the soft launch
- Meet the approvals of school staff
- Lifetime of at least 4 years

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The program will start with 6 raised bed planters, built from 2x8 Spruce boards.

Grow Plan

The growing cycle will ideally meet the following requirements:

- Quick growth
- Avoid attracting bees if possible
- Can be eaten by students
- Doesn't require a lot of water

From seed:

Spring - beets, radishes, beans, peas

Fall - potatoes, squash, basil

(to be planted before school starts)

Watering

Watering is a key element to the program and ideally will meet the following requirements:

- Key group of committed volunteers
- Required tools (e.g. watering cans, hose) are purchased
- Clear expectations on when the watering happens and who is doing it
- Clear process around handling keys, if keys are required

More than 6 adults/families have already agreed to help with watering and a schedule will be created for weekly watering rotation. The garden watering could potentially be joined with the existing tree watering schedule.

Tools and Supplies

Tools and supplies help with the planting and maintenance of the beds and ideally will meet the following requirements:

- Good quality
- Easy replaced
- Easily stored

It is assumed that the parent volunteers will supply the tools required to build and fill the planters.

Initially the program will require 10 trowels and 10 hand forks and more can be acquired through requests for donations.

We need confirmation from school staff whether that the tools can be stored in one of the two sheds.

Ongoing Interest and Succession Planning

Ensuring the ongoing interest and participation of students, staff and volunteers will ensure the success of the gardening program. Those 3 stakeholder groups will wax and wane from year to year and the following measures will help promote the program:

- Annual events to promote the program (e.g. spring ground breaking, harvesting, etc)
- Linking the garden to wider community and global events (e.g. Earth Day, Truth and Reconciliation Commission)
- Teachers documenting their classroom activities and making the documents available to other teachers
- Periodically allow the students and staff to decorate the garden, e.g. as beds are replaced or added

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Phase 1 Estimated Budget

Item	Cost	Notes
Five Beds (wood only)	\$162	One bed will be donated
Soil (compost)	Free	Free from Regional landfill and use of volunteer's trailer
Tools	\$113	Hand trowels and forks, \$10/set
Peat Moss/Manure	\$50	
Seeds	Free	Donated
Seed trays	Free	Donated
Nails/Screws	\$10	
Hose	Free	Use hose from tree watering
Total	\$335	Prices are accurate +/- \$20 and include taxes

Planning for Phase 2:

Workshop session led by Stephen, featuring guest speaker Terrylynn, seedkeeper from Six Nations

Program Review and Planning for Expansion

- Review goals and successes for Phase 1
- Discuss other potential gardening opportunities around the school grounds
- Discuss potential to have KCI horticultural student volunteers involved in program

Application for fundraising

- TD Friends of the Environment Foundation: <https://fef.td.com/funding/> (September deadline)
- Evergreen: <https://www.evergreen.ca/get-involved/funding-opportunities/school-ground-grants/> (September deadline again)
- Whole Kids Foundation: <https://www.wholekidsfoundation.org/schools/programs/school-gardens-canada> (November deadline)
- EcoLeague: <http://lsf-lst.ca/en/projects/teacher-resources/action-project-funding>
- Waterloo Neighbourhood Matching Grant: <http://www.waterloo.ca/en/living/neighbourhoodmatchingfund.asp>

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