

**John Darling Public School
School Council Minutes
September 16, 2013**

In Attendance: Jen Hulett; Mandy Dahmer; Beth Skilling; Colleen Brandes; Melissa Wells-Cave; Michelle Martin; Jackie Teixeira; Katie Hoedl; Heather Quiring; Rachel Coleman; Amanda Bourassa; Amy Knechtel-Shannon; Tara McPherson; Jim Le Clair; Tom Herr; Kim Schmidt; Lori Williams; Helen Byers; Jessie White.
Teacher/ECE Representative: Heather Dubrick
Principal: Gillian McKenzie

Regrets: Marti-Anne Hachey; Marnie Wuensch; Jennifer Fleet

Getting Started

Gillian McKenzie (principal) introduced the agenda and the importance of parent involvement in the school. Jessie White, past chair, will act as chair until the elections tonight. A Parent Engagement document from the Board was circulated describing school council roles and rules. It was stated that the council may have up to 20 voting members. Any additional attendees may not vote.

A motion was made by Lori Williams to approve the agenda; seconded by Heather Quiring.

Executive Elections

Mandy Dahmer, past Treasurer, reviewed the role of Treasurer: We are using the In-Board bank account system, which means the School Board does the record-keeping and Maria (school staff) writes the cheques. The Treasurer tracks what was spent and what comes in, and does deposits. Treasurer also approves requests for reimbursement. The main challenge has been coordinating schedules with Maria. The time commitment is a few hours weekly, for doing cheques and copying during the busy fundraising times.

Jen Hulett (co-secretary) described the role as recording minutes during the meetings, writing them up in a timely manner, and clarifying points with the relevant members as needed before sending them out to the whole membership (within the week).

Jessie White (co-Chair) described the role as facilitating council, keeping time, following the agenda, coordinating with Gillian, following through with decisions, programs, fundraising and being a liason between parents and school.

In trying to establish the council members, the following people identified themselves as working for the School Board: Melissa Wells-Cave, Jackie Teixeira, Amy Knechtel-Shannon, Heather Dubrick, Helen Byers and Marti-Anne Hachey.

The following people volunteered to become non-voting members: Tara McPherson, Amanda Bourassa and Jim LeClair.

The only member who possible might not be able to vote is Jackie, who now works at John Darling School – but Gillian will verify this.

Mandy agreed to carry on as Treasurer – unopposed
Secretary – Jen Hulett will carry on with Marnie and Tom offered to alternate meetings as well.
Co-Chair – Jessie will carry on as Chair (or co-chair if someone steps up to join her).

It was suggested that we try to change our council meeting date schedule in order to avoid conflicts with the schedule at WestHeights as we have members who would like to join both councils. The following new dates were proposed for JD council meetings:
Nov 11th; January 13th; Feb 10th; March 3rd (tentative); Apr 7th; May 12th; June 9th. Colleen motioned that these new dates are adopted; seconded by Helen.

2013-2014 Budget Planning

Gillian indicated that now that there are 60 kindergarten students using the play structures, the primary playground has 3 slides that are not suitable for some of the younger children. Gillian suggested that we might want to set a fundraising goal to purchase some outdoor play structures such as those at Westmount Public School. Apparently we have room for 3 dinosaur-type climbing toys if we enlarge the play area. If our purchase is under \$10,000, we can choose a company without tender. Gillian was asked if the School Board can contribute toward this. Gillian said she will check in to it; however she knows that School Board funds are tight this year.

Mandy will check into the exact amount that we have left from last year and email a report to all. We discussed whether we should continue with last year's plan to put the monies toward chess, Scientists in the School, a minimum of one bus trip per class, performing arts and health and wellness. A motion was made by Kim to carry on with this plan, seconded by Lori. Gillian noted that a special assemblies arts program is booked for October 18th.

A Spring fundraiser was not planned for this year, as we generally alternate between a Spring fund raiser and a charitable event. The suggestion was made that the Pointsettia funds and Darlingfest funds from this year could possibly go toward play structures. Tom raised the idea that perhaps we could look for corporate sponsorship for this as well.

4. Grant Approval

We were approved for a \$1000 grant for a health and wellness initiative to be completed by June 30th. An evening Health and Wellness Fair event was proposed aimed at all families, to be held on February 7th 2014. This motion was made by Tom and seconded by Mandy.

For this event, Michelle suggested that her friend could provide drumfit which is very trendy. Zumba, yoga and dance were also suggested. Some members volunteered to attend Healthy Choices at the Holiday Inn on Sept 22nd to get some more ideas and make some contacts.

Gillian indicated that she has signed up for Part 2 of the Jon Howard Society Bullying Prevention instructional program.

5. Committee Updates

Fundraising – fall campaign- We will be using Treasure Books and Dieleman's again (the former has good prizes and the latter has 55% profit going to the school). It was suggested that we advertize how much profit goes to the school to entice more people to make purchases. Start date is October 1st.

Rink Committee – Amanda Pope will not be running this committee this year; however she will work with the new person to support them. (duties include liason with the city, the school board, the school and organizing the volunteers). Michelle volunteered to take on this role.

The committee choice lists were provided and everyone was asked to indicate their preference and Jessie committed to getting these names out this week. It was recommended that every voting council member volunteers the night of Darlingfest.

WRAPSE Rep – meet with all student council reps once per month at Forest Heights for sharing ideas and receiving Board input.

Treasurer's Report

Mandy indicated that Deposit/Request slips for funds must be filled out in full and put in her mailbox. If it's an urgent need, email Mandy. Otherwise she will be in once per week to deal with them.

Principal/Teacher report

Gillian deferred the Board Improvement Plan and EQAO results until next meeting.

September 2013 Principal's Report: By Gillian McKenzie

September Start-up

- The current number of students at JDPS is 256.
- launched Full Day Kindergarten
- currently 30 students per class
- looking for volunteers for new class list
- recently directed to create another Kindergarten class
- job posting just went live today
- timeline for creating the new class TBD

Staffing update

New staff:

Louise Friesen-Primary French

Cheryl Lee- Kindergarten PT

Sarah Knechtel-Gr. 1/ 2

Bayze Wigmore-Gr.2

Holly Guistini- ECE

Diane Forbes- JK/SK

Heather Dubrick-ECE

Tara Wallace- Gr.6

New Kindergarten Teacher- To Be Hired

- Heather Dubrick volunteered to be the JDPS teacher representative. The opportunity to be a staff representative is available to all staff and support staff.

Facility

- Custodians have done a wonderful job, again, maintaining our school and the grounds over the summer.
- No Daycare this year. The space is being used as a utility room for Photo Day, small group presentations, etc.
- Mrs. Pollock's grade 4/5 class will be moving from inside the school to the portable. Mrs. Vines class will be moving into A9 to make room for the new kindergarten class.
- Planned office renovation this school year: to make front entry more visible to the office. Possibly Dec. March or the summer.
- The Parent Reaching Out Grant funds from 2012/13. The grant was to be used towards the cost of planners. Mrs. Bidinosti has expressed that planners have not been a practical tool for her JK/SK class. She presented that there would be value for her students if planner monies were rerouted to "snuggle-up books". *How much was allocated for Snuggle up Books?*
- 25th Anniversary Celebrations throughout the school year
- Walk to school event on Thursday (rain date on Sept. 24) (more information to follow)

School Council meeting Dates

- The second Monday of the month has been set for JDPS school council meetings. There is no meeting in December and the March date is tentative.

PD Days

- None in September. First one is October 11th.
Focus: EQAO results will be discussed and areas of strength, need, trends will be reviewed. School Data collected through the past year. Attitudes and interests inventory, Reading Record & CASI data and IEPs, and report card data.
- The Board Improvement Plan for Student achievement will be shared, and explored as we continue to update and align our school success plan focus for the upcoming school year.
- Mandatory Health and Safety training in the afternoon.

Meeting adjourned: 8:15pm

2013/14 Meeting Dates:

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