

Roch Carrier Elementary School

Council Minutes

2021-2022

Date:	Wednesday October 20, 2021, 7PM (Virtual Meeting)
Present:	Ashley Barnard (Treasurer) Becky Smart (Member at Large) Donna Owen (Secretary) Francis Sevor Helen Nowell (Teacher Representative) Jing Wu Katherine Robertson-Parrott (Co-Chair) Kelly Littlemore (Vice-Principal) Lisa Clayton (Principal) Lisa (Co-Chair) Rachel Thomas Renuka Darling (Member at Large) Shannon Ambrose

Land Acknowledgement (Lisa C)

Agenda

Approval of May 2021 Minutes

Budget (Ashely)

Principal's Report (Lisa C)

Fundraising (Katherine)

Approval of Agenda

Motion By: Katherine Robertson-Parrott

Seconded By: Ashley Barnard

Approved

Approval of May 2021 Minutes

Deferred

Agenda Items:

1. **Principal's Report (Lisa Clayton)**

- 390 students, 3 student teachers

- IEPs are being finished up
- Progress reports and Kinder observation reports will be sent home on November 4.
- Parent Teachers interviews will be November 10 (afternoon) and November 12 (Friday morning). The meetings will be virtual. Teachers will try to see as many parents as possible on those 2 days. Every parent who would like an interview will have one. Parents who don't want an interview don't have to have one.
- Halloween Costume Day – October 29. Students must be able to wear a mask with their costume.
- School photos are on hold right now due to COVID restrictions. This is OCDSB wide (except grade 12 graduation photos). Roch has a contract with Edge Imaging.
- Online reading programs will be covered by school budget.

- School Budget Overview
 - Board Allocation – Based on average daily enrollment. Should be coming soon. At this time of year, the school operates like they have this money. Includes paper, textbooks, photocopying, renovations, furniture and equipment, occasional staff for release time for professional development, technology, food for staff (allowed 3 times per year, not always used). *This part of the budget is about \$32K (information provided after the meeting)*. In the last full school year approximately 20% of this part of the budget was spent on photocopy paper and printing. PPE doesn't come out of this budget. The Custodian has a separate facilities budget. Cleaning supplies and PPE are things that come out of the facilities budget. These is a long process to buy things - must use tendered companies and/or get multiple quotes.
 - Grants from district for school supplies – Covers things like pencils, erasers, rulers, etc.
 - Provincial grants – Don't know when/if the school will get them. Usually a scramble to spend the grant. When things are on back order it is problematic because the grants must be used or the money is lost. Last year the school received a \$1300 Arts grant.
 - Special Education Amount – Funds fidgets, sit fit cushions, noise cancelling headphones, etc. The school always spends more than the amount given to the school. The school is trying to normalize use of these items. It is a per pupil amount that is based on daily enrollment. It is a very small amount – \$200 or \$300/year.
 - School Generated Funds – Includes School Council funds, money collected and spent on field trips, small amount of HST refund, commission on school photos, collection of school supply fees (if the school chooses to ask for it).
 - A percentage of what is not spent is carried forward.
 - Teachers are asked for a prioritized list of requests for school budget money.
 - There is a mounted project in every classroom (except portables). Projectors for Kindergarten classrooms are coming. A couple of years ago there were only 3 in the school.

- School Improvement Plan for Student Achievement and Well Being (SIPSAW)
 - Based on board BIPSA, which is based on ministry objectives
 - SIPSAW filters down to teacher’s professional learning
 - Ministry priority has been mathematics for the last few years
 - Equity, mathematics, and literacy – expected that these areas will be the focus for this year
 - 3 PD days – at the beginning of the year covered these areas
 - No EQAO data form the last few years
 - No formal process yet but working on it informally.

2. Treasurer Report & Budget Update (Ashley Barnard)

- Balance: \$9600.12 (October 20, 2021)
- Expected grants from Bridlewood Community Association (\$500), and OCDSB Parent Involvement Grant (\$500)
- Removed \$140 (drinks/snacks) for in person council meetings
- What to do about \$2500 Legacy Fund – Chromebooks (carry forward from 2019-2020)
 - Suggestion (Lisa C): Small river stones for outdoor classroom (rock garden). The outdoor classroom was a School Council project from years back. Maybe other school yard improvements.
 - Move to school yard fund for future projects
- Estimated 5-15 years remaining life of play structure (no one could recall the exact number)
- Ashley will update the Budget and we will vote at the next meeting.

3. Fundraising (Katherine and Lisa)

- Lunch Lady
 - Some public schools (might be French pubic) are starting up as early as November
 - Individual meals, organized by class. Contactless delivery
 - Nothing in OCDSB school operations about allowing start up of lunch programs
 - Katherine to investigate at home options for parents
- Pizza Nights – Jojos
- Katherine to reach out to Carp Creamery, Kettlemans, Mavericks donuts, FunScript
- Home Hardware – Katherine to investigate status of this fundraiser, council hasn’t received any money from them for a few years.
- Investigating Scholastic Book fair
- Recipes in a Jar (Lisa)
 - Ingredients in a jar, add water
 - Investigating
- Christmas Tree Delivery program
- Spirit Wear (Ashley)

- Investigating
- School colors – red/white/blue
- Holiday Craft Event
 - Online event (Facebook page, separate from the Council Facebook group). Vendors have a specific time to promote themselves.
 - Vendor fee (goes to council)
 - Sellers keeps profits and responsible for delivery to purchasers
 - Council would need to moderate the Facebook page
 - Supports vendors in the community
 - Advertised to school community
 - Provide list of vendors in communication to the school community
 - Selection of date needs to consider the vendor's cut off for holiday delivery
 - Katherine to go ahead and start organizing.

4. New Business

- There was question about Pizza money refunds from 2019-2020. The money was all refunded. Katherine to follow up.

Adjournment: 8:50PM

Date of Next Council Meeting: Wednesday November 17