Minutes

Vincent Massey School Council Meeting #2 2017-2018

Wednesday, October 11, 2017

**Attendance**: Charmaine Johnson-Mentlak, Galen Wong, Kath St. Pierre, Dr. Isoail Hassain, Jeffrey Fennelly, Cécile Beaurepaire, Anne-Marie Thompson

**Executive**: Jennifer Ellis (Co-Chair) Kate Connolly (Co-Chair), Janice Dahms (Treasurer), Kerrie Rodier (Secretary)

**VM Staff:** Kateri Deschesnes (Principal), Karine Belhache (Primary)

**Handouts**: Agenda Wednesday, October 11, 2017

**Call to Order**: 6:04 pm

Introductions of attendees.

**Approval of minutes from September meeting:** Robin was absent and unable to print out, so we will approve at next meeting.

**Approval of tonight’s agenda:**

* Jennifer Ellis would like to add time to speak about time allotted for lunches.
* Kerrie suggested moving Parent Reaching Out Grant topic earlier so teachers don’t have to stay.

Motion to approve : Charmaine.

Seconded: Anne Marie.

**Teacher reports:**

Karine Belhache reported on behalf of all divisions

Kinder

* 3 visits to Perley per class, per year are planned. One set up end October-November, one in January, one in spring.
* Connections to community – local library for storytime 4 or 5 times per year. Show students how to borrow books. Students to use their library cards. Looking into ready-made backpacks of books from Library.
* New JK/SK teacher coming soon once process complete.
* Planning to order composting worms

Primary

* Welcome Jennifer Wilson, who will be teaching the new Gr.1/2 English class.
* Great time at Terry Fox Run. Thanks to Mme Lalonde for organizing. Running club a great success.

Junior

* Cross Country was a great success.
* Starting soccer intramurals next week.
* Games club starting up too, for those who would like a more quiet activity.
* Field Trip to Gatineau Park later in October.

Intermediate

* No update provided.

Questions for teachers: Possible to get results for Cross-Country?

**Principal and Vice-Principal Reports (Kateri Deschenes):**

* Grade 1/ 2 regular numbers high enough that VM gained a class.
* October 6 PA Day focus – School learning plan and well-being plan – a lot of the updates came from this. Focus on blending immersion and English students and giving them opportunities to interact trough clubs.
* IEPs to be sent home on Oct. 17
* Nov. 9 Progress report cards will be coming home. Teachers working on them now.

**Questions for Principal and Vice-Principal:**

Q:EQAO results? When? Just need to organize and send home.

A: Will receive soon.

Q: What does board consider a good number for classes, and what is high?

A: Max should be 20 for primary. Board allows 10% to not be 20. Junior or Intermediate – average of 25 across the board. Varies based on number of students – typically look at them when they are higher than 30 students.

Q: monthly class schedule printed out so they know the daily schedule of each child?

A: Can ask teacher for this specifically

Q: Does class size take into account number of kids on IEP when making up split classes?

A: Various factors are looked at. Variance in IEP – students have different needs. No formula that uses IEPs.

Q: Ideal number of teachers per class? Is 4 teachers the norm?

A: changed as of last year with changes to French Immersion- teachers can no longer do 50/50 time split, so now there are more contacts at primary level, in French Immersion especially. Often 3 or 4 teachers. Advantage of a large school like VM is that some teachers are specialists in music or art, so students taught by a specialist in the subject. Kateri can raise this with the board, and so can parents.

Q: Curriculum night this year as we did in the past?

A: Still intend to do this, but no firm plans yet.

**Treasurer's report** (Janice Dahms):

* Account with school - $0
* Account for council has $896.13
* Working with Bernadette to have the signing authority changed over to new executive. (Letter was signed at the meeting)
* Float must go to movie night Friday and Boot sale Saturday. Kate took charge of float.

**Council initiatives**:

Going forward, council initiatives will remain on agenda, with leads assigned to them. Leads can provide updates as required.

*Meet the Teacher Shawarma Night (Cheryl via email)*

* Lessons learned: People liked food, but timing did not work. Forms need review for next year, as less information is required. No tickets to be used for future years. Robin will follow up about a discount due to delayed service.
* Kateri needs some clarity about refunds – she has six or seven forms representing about $114. It is not clear to her who needs refunds. If we refund, we need to figure out the process to refund from council. If we return the funds, council needs to cover the cost of the shawarmas, unless we receive a discount.
* It was decided that Kateri or Robin would ask restaurant for discount equivalent to the amount that we have to refund. Parents who handed order forms in to Kateri can then be contacted regarding refunds.
* For next year, we should plan sooner. Charmaine noted that in previous years parents and administration have worked on this starting in August.

*Gardening - Charmaine*

* Agreed upon date of Saturday, October 14 at last meeting. Prune back plants and shrubs. 9 am to 12 pm, bring gloves and bags. Final event for gardening and greening this year. Add to Friday update. It can also be posted on Facebook.

*Boot Sale*

* Friday night and Saturday morning. Donations are low. Donations are accepted until tomorrow. Bring things Friday if you need to – sorting is Friday at 5 pm. Adequate volunteers

*Movie Night- Kate*

* This Friday, October 13. Requests were made for a few volunteers to help out. There will be Girl Guide cookies for sale. Future movie nights have been booked for February and April.

*Do Nothing –Kerrie*

* October 23-November 3. Form is complete. Counted copies provided for Bernadette and email to be sent to Robin for inclusion in Friday Updates.

*Scholastic Book Fair*

* Beth took names of volunteers at last meeting. Communication with Scholastic undertaken by Mr. Poole, the librarian. Takes place in November 22- 24 during Parent Teacher Interviews. Set up by council Tuesday evening. Kids come down to view, without money, on Wednesday. Sale continues Thursday and Friday.

*Book Exchange*

* February / March. No updates at present.

*Multi-Cultural Dinner – Anne-Marie*

* Dinner takes place beginning of May.
* Idea of making tablecloths was introduced last year. Anne Marie and Crystal getting fabric. Kids will decorate with fabric markers about how they perceive multiculturalism, under guidance of Ms. Smith (art teacher). Anne Marie and Crystal seeking donations of fabric and tablecloths. Have approached art stores for donation of fabric markers. $250 from account committed to this project. Mrs. Wilson is lead teacher for this school event; she has set up a donation box for fabric and tablecloths. 80 tablecloths are needed – we cannot purchase this many. We will get as many as possible with available budget and donations.
* Karine raised possibility of shopping at the fabric flea market at the Glebe Community Centre. See if they have good prices, or are willing to donate anything afterward.

**Parents Reaching Out Grant – Karine Deschesnes**

* We received a grant of $1,000 to fund 3 workshops on *Mental Skills for Optimal Quality Living*. Topics will include: Self-regulation, self-awareness, optimal focus. Presenter is a PhD student at University of Ottawa.
* Grant amount provides for a parent workshop and amount for two student workshops. Ideal is that parents receive workshop first in fall, then students get one during class time in fall/winter and in spring.
* Parent workshop is for parents of K-8 students. Student workshop is for primary students.
* We need to set up dates for this program. Council to promote and support. Videos can be shared on Facebook video.
* Likely to take place in the library. Duration would be 2 hours for parent workshop.
* Proposed the week of November 27- December 1 for parent session, or the week of December 4-8. Monday to Thursday is best. Karine to contact presenter. Possibility of using Karine’s classroom for movies. Ask parents and kids to pre-registter.
* Council to arrange babysitter and registration and promote on facebook. Karine to promote via Friday update. Anne Marie is willing to book babysitter once date is set.

**Constitution – Kate**

* Document with a list of rules on how we govern ourselves. Do we have the right to simply amend? What is the process?
* Jennifer E. to look through the “big binder” to clarify update and approval process.
* Call for volunteers. Let Kate know if you are interested in assisting with this process.

**Nutrition Break Discussion – Jennifer E.**

* What is the best approach to discuss this issue to get parent input?
* This has been a common topic on the facebook group. Parents are commenting that their children are returning home with their lunches unfinished because they do not have enough time to eat during lunch period. Additional incentive of playtime outside discourages some kids from taking time to eat. The allotted 15 minutes are not always a true 15 minutes by the time kids arrive at their lunch spot with lunchbox in hand – classes run late, travel from portables, gym, music class, bathroom breaks, assemblies run late…
* Concerns were presented to principal last year, and it was meant to be brought up with teachers, but then principal left. Kateri will look into last year’s discussion of the issue and options discussed amongst staff. Karine confirmed that this was discussed and brainstormed at a staff meeting last year.
* Karine – she stops her class at 10:20 to allow for bathroom breaks, hand washing, etc. The primary classes typically do this to allow students to prepare. The options discussed last year involve major restructuring at school level. Difficult to try them without testing them – prefers a trial to see how logistics work before committing. Proposes trying it out before the holiday break.
* Jennifer – can we provide this information to parents? We were not aware that consultations with teachers had started.
* Kerrie – put a general notice on facebook that administration is looking at this issue. If there is a specific issue with your child or their class, please communicate with the teacher.

Kate – Has anyone ever looked into setting up online payment for parents? There is a link on the OCSDB website for this. Plans to look into this.

**Adjournment :** 7:48 pm.