

MINUTES

James Hillier School Council

March 24, 2015

6:30-8:30 pm

Meeting called by: Chair, Paula Cavan

Present: Marianne Schuts, Lise-Ann Kneabone, Monica Meserve, Connie Chisholm, Hilary Visheau, Monica Watson, Luan Ferguson, Paula Cavan, Kelly Lunn, Tineke Nurse, Christine Dickson, Sarah Leppard, Doug Ouellette, Graham Corrigan

Regrets: Shannon Curry, Laura Welsh, Kara Kelly

Meeting called to order at 6:30 pm.

1. Welcome

- Paula welcomed everyone to the meeting. She noted skate night went well and also thanked Luan Ferguson for her hard work for Pancake Day. Mrs. Metcalfe's class made a nice thank-you poster which was available for everyone to look at. Paula also mentioned the school choir entered the Make a Note of Mentoring Program contest run by Big Brothers/Sisters organization. Paula noted the choir is currently in second place! Voting closes March 31, 2015.
- Minutes from the last School Council meeting were reviewed. *Lise-Ann Kneabone made a motion to approve the minutes from January 20, 2015. Monica Watson seconded. Motion carried.*

2. Principal's Report- Doug Ouellette

- CPIP application- Doug expected to hear yesterday about this but did not. He will follow up.
- Twitter- Doug displayed his twitter account and again encouraged parents to follow him. He reports everything being shared about the school is with #jameshillier
- Fun Fair Lottery License- Doug advised we have to designate where we tend to use the funds on the application. Doug suggested allocating these funds to the projector project. *Hilary Visheau made a motion to use money raised from the fun fair raffle towards the projector project. Monica Watson seconded. Motion carried.*
- Doug mentioned the Brantford Classic Run will take place on April 26, 2015 and noted all registrations and donations are being done online this year. Information will come home from the school about the date.
- New Concussion Policy- Doug reported the school board has a new concussion policy which has many components including how to identify possible concussions and a return to learn plan. He noted the policy will eventually be

available on the Grand Erie District School Board's website. The policy includes many forms and one requires staff to try to determine if a concussion has occurred by looking at physical symptoms as well as asking the student questions. If symptoms are identified the school is required to contact a parent to take the child to the doctor. The school can only release the child to a parent. The family is given a form that requires them to communicate what the doctor said to the school. This form needs to be returned by the school but is not required to have a doctor's signature on it. If the child is diagnosed by a doctor with a concussion there is another form which lays out steps to be taken for the child to return to work and play. Further, if the child is diagnosed with a concussion they are required to spend 24 hours at home to be monitored. Doug noted this policy is still in draft form at this time and indicates the policy will work best with co-operation from home and school.

- Program Update- Math- Doug stated the Jump math program will be reviewed to confirm it is being used correctly by staff and to the programs full potential. Doug feels this has been a successful program this year.
- EQAO Snacks- Doug reported the dates have not yet been set but EQAO will take place for grade three and six students at the school during the last week of May and the first week of June. In the past school council has paid for EQAO snacks. *Monica Watson made a motion for \$200 from the general account to be used towards EQAO snacks. Lise-Ann Kneabone seconded. Motion carried.*
- Doug advised we have a new nighttime custodian, Barb, who started over the March break.

3. Treasure's Report- Monica Watson

- Monica Watson handed out the treasurer's report (attached) and reviewed it.
- Monica Watson noted a \$1 adjustment made to the pizza account due to a billing error made by Toppers.
- Pancake Tuesday costs increased due to allergy concerns. The cost was \$21.66 above the \$75 approved by council. *Lise-Ann Kneabone made a motion for council to cover the \$21.66 overage from Pancake Tuesday from the general account. Monica Meserve seconded. Motion carried.*
- *Monica Watson made a motion for \$100.86 to be available to the new visions class from the pizza account as part of the trip assist program. Hilary Visheau seconded. Motion carried.*

4. Fun Fair- Christine Dickson

- Christine wondered if the date of Fun Fair could be changed from June 10 to Thursday June 11 because the cotton candy provider can't make it. Doug did not see a scheduling issue with this. Fun fair date changed to June 11. Christine brought in a price list for some games they are considering including Wild West shootout, water bucket game, big top circus maze and a rock climbing wall. Doug indicates there would not be any board policy issues with any of these games. A discussion was had about all of the games and no one objected to the shootout game as kids are not shooting at each other. Council agreed that the

decision on which and how many games to get can be left with Christine and Shannon as long as they stay within the approved budget (\$1761.50).

5. Greening Committee/Spirit Wear Update- Tineke Nurse

- Tineke reported a new bike rack will be installed at the front of the school. She is waiting to hear back about some trees that have died and the cost to replace these. There has been a proposal for a garden area to go where the stump was removed. After these expenses she estimates there should still be about \$1200 left which will remain in the account to cover future costs/repairs or perhaps interests in greening that may come up through council in the future.
- Spirit wear orders are due April 1, 2015 and another order form is to be sent home prior to this date.

6. Popcorn Maker- Hilary Visheau

- Hilary wondered if council's popcorn maker could be lent to the grade 8 class to raise money for their trip. Some concerns were noted by council members that an adult needs to clean the machine to ensure it is cleaned properly to avoid damage. Mr. Corrigan will see if anyone in his class would like to take this on. Hilary and Tineke volunteered to assist students. The adult assisting the students (Mr. Corrigan, Hilary or Tineke) will ensure the machine is cleaned properly when they help.

7. Staff Appreciation Luncheon- Monica Watson

- Monica Watson noted typically a staff appreciation luncheon is held during education week. She is happy to continue to organize this and notes she receives lots of support from families within the school. Wednesday May 6, 2015 was selected as the date for the staff appreciation luncheon and Monica will send an email out to advise how parents can help.

8. Spaghetti Dinner- Marianne Schuts

- Friday May 22, 2015 will be our all you can eat spaghetti dinner from 5-8 pm at Rossini Lodge. We will have tickets available as of April 10, 2015 and the school will received \$4 from every \$9 ticket sold in advance. Doug will put information about this event on twitter and in the school newsletter.

9. Graduation- Tineke Nurse

- Graduation is scheduled for June 22, 2015 and is usually at 7 pm. Monica Watson agreed to organize refreshments for this event. Kelly and Lise-Ann volunteered to assist on the night of graduation. Mr. Corrigan reports information will be sent out to the parents of grade 7 students requesting assistance as well.

10. Grand Erie Parent Involvement Committee (GEPIC) Grant- Hilary Visheau

- Hilary advised this grant is out and applications for the grant are accepted until April 24, 2015. She notes funds may be granted to School Councils who propose a project which supports parent involvement in an area of the Grand Erie's Multi-Year Plan: Achievement, Environment or Engagement and is geared

towards parents who face barriers to involvement in their child's education. Hilary is willing to look into this further and suggested a possibility of having someone come in to speak to parents about time management. She also mentioned perhaps partnering with another school. Council had no concerns with Hilary looking into this. Doug notes he can also check with some of the principals in our area and also mentioned the Parent Reaching Out Grant noting that it is coming out soon as well.

11. Rain Barrel Sale- Mr. Corrigan

- Mr. Corrigan advised Madame Field is looking for parent volunteers to assist with the rain barrel pick-up on May 7, 2015 from 3:30 to 6:30 pm. The form about this sale just went home today. This is part of the Eco-school program. He asked anyone who is available to help to let Madame Field know.

12. Newsletter and Wrap-up- Paula Cavan

- No council newsletter to be completed before the next council meeting.

Meeting adjourned at 8:15 pm. **Next Meeting- Tuesday May 26, 2014 at 6:30 pm**