

Barrhaven Public School Council Minutes

Date: Monday, September 29, 2014 – 7:30pm

Council Attendees: Tom Hazle, Gabe Rother, Sarah Wise, Amy Lajoie, Kim Davis, Jen Roberts, Tiffany Chant, Stephanie Borrens, Kendra Brooks, Denise Gagnon-Lebrun, Michelle Ferguson

Parent Attendees: Wendy Wong

<u>Agenda Item</u>	<u>Discussion/Decision</u>	<u>Action Taken/Assigned</u>
1. Welcome & Introduction	Tom provided some history pertaining to changes at the school over the years including to population, principals, introduction of full day kindergarten, Extended Day Program (EDP)...yet most members in attendance at meeting are past council members.	2013/2014 Council is dissolved
2. Elections	<p>Motion Approved: The following members have been elected to the 2014/2015 Council: Tom Hazle (Co-Chair) Gabe Rother (Co-Chair) Ellen Cotter (Treasurer) Amy Lajoie (OCASC Representative) Lisa Galley (Communications) Sarah Wise (Secretary) Jen Roberts (Movie Night Coordinator) Tiffany Chant/Kendra Brooks (Teacher Representative) Stephanie Borrens (Vice-Principal) Denise Gagnon-Lebrun (Principal) Michelle Ferguson (Communications Assistance) Kim Davis (Member-at-large)</p> <p>Thank you card and gift to be provided to Jen Leblanc for her role on Council over the last number of years.</p> <p>Motion Approved: Meetings to be held first Monday of every month at 7:30 in the school library</p> <p>Subsequent meetings: November 3, December 1, January (TBD), February 2, March 2, April 13, May 4, June 1</p>	<p>Denise and Council will look to find someone who can serve as a Community Representative</p> <p>Denise will provide an update at next Council meeting regarding the identification of a non-teaching staff member representative</p> <p>Denise will add Council meeting dates to the website and include in Principal's Memo</p>

<p>3. Regular Items</p> <p><i>Principal Report (Denise)</i></p>	<ul style="list-style-type: none"> • Update on the construction to the kinder/EDP area • Population stands around 420 students; 5 buses • So far, a few surprise fire drills, one lockdown due to an after-school issue at John McRae 	
<p><i>Teacher Report (Tiffany/Kendra)</i></p>	<ul style="list-style-type: none"> • Furniture repurposed from kinder area distributed to other classrooms • Good turnout for Terry Fox • 6 classes starting swimming next week (Grades 1-4) • Tiffany sits on School Improvement Committee with first meeting next Monday (parents welcome) • WITS assembly, Safe & Caring Committee meeting October 14 	
<p><i>OCASC Report (Amy)</i></p>	<ul style="list-style-type: none"> • Inquired about online payment systems • Capital planning framework established • Committee of the whole issues – large kinder classes, strategic planning exercises underway • Trustees – questions being collected to ask how they will interact with councils • Technology session – Google team-led, parent-directed session for using technology as a tool at St. Paul’s, childcare provided, poster on Council board • OCASC membership fee Motion Approved: Council approved \$35 membership fee 	<p>Amy to look into Jockvale’s online payment system experience and report at next meeting</p> <p>Amy to send capital planning framework to Council</p> <p>Amy to share Trustee responses with Council</p> <p>Denise to share Technology session info with parents</p>
<p><i>Treasurer Report (Ellen)</i></p>	<ul style="list-style-type: none"> • Our opening balance at July 1/13 \$4077.84 • Fundraising \$28392.99 • Expenditures \$25910.88 • Year end balance at June 30/14 \$6559.95 	<p>Ellen to look further into possibility of reducing bank service fees</p>

	<ul style="list-style-type: none"> • Fundraising & Expenditures so far this year: • Fundraising: movie night: made \$457.09 (Cash box had \$823.15, less: float \$200.00, pizza tip \$10.00, Jen R exp \$18.20, pizza \$137.86) • OCASC membership \$35.00 • Expenses from last year to be paid out to Amy: Website hosting \$67.12 and malware protection \$56.50, Cake and supplies for leaving ceremony \$74.97, BBQ prizes \$79.95, BBQ lollipops \$11.94 • Total \$305.11 • Currently spending \$26/month on bank charges – Ellen contacted bank and it seemed there was a way to reduce these charges and instead pay less/more at peak months 	
<i>School Grounds Committee (Julie)</i>	<ul style="list-style-type: none"> • No update 	
<i>Movie Nights (Jen)</i>	<ul style="list-style-type: none"> • Thank you for everyone's help • We took in approximately \$500 and, subtracting expenses, we made approximately \$300 • Next Movie Night will be Nov. 28 • Lights in gym will be all turned off to help keep children focussed on movie (the lights in the supply room or the staff kitchen will remain on to ensure that it isn't too dark) • Volunteers will be formally requested to help with post-movie clean-up (3 volunteers plus Jen) • Signs will be posted, requesting that garbage be put in garbage cans and an extra garbage can will be placed inside the gym doors 	
<i>Communications</i>	<ul style="list-style-type: none"> • We need to start a new FB page that is maintained by an official School Council member • An electronic copy of each flyer made by Council should be forwarded to 	

	Denise and she will then forward this onto teachers	
4. Items for Discussion <i>Tummy Thyme</i>	<ul style="list-style-type: none"> • “Packing Healthy School Lunches is Possible” • Date: Tuesday, November 4 at 7:00pm • Lisa and Jen will work together to make the flyers that will be sent home to all parents - the flyer should include the option to request childcare during the workshop • To register for the workshop, parents will complete a tear-away portion of the flyer and send it back to school • If the number of registrants is large, AV set up will be required for the evening and the gym can be booked instead of the library • A cheque made out to Tummy Thyme in the amount of \$175 will be required the evening of the workshop (PRO Grant-funded) 	<p>Jen will contact John McRae to request volunteers</p> <p>Amy to oversee the childcare</p> <p>Jen will inform Tummy Thyme of the number of registrants ahead of time</p> <p>Denise will give Jen a list of the allergies in the school - Jen will send this along to Tummy Thyme so that they can provide parents with relevant food options/recipes</p>
<i>Website</i>	<ul style="list-style-type: none"> • Council was advised to keep our domain no matter what, since changing our domain would make it mandatory to comply with new Board regulations 	<p>Tom will ask Lisa to quickly update the website</p> <p>Wendy has volunteered to maintain the website on an ongoing basis</p>
<i>Walk-A-Thon</i>	<ul style="list-style-type: none"> • Date: Friday, October 17 • Will need help for stamping, monitoring route • Encourage students to dress in school colours • Route will be determined based on volunteer feedback (teachers to direct parent offers for volunteering to Council gmail e-mail account as noted on flyer) • Thank you treats have been purchased 	<p>Denise will make stickers to change dates on existing flyers (since the meeting new pledge sheets have been printed)</p>

<p><i>Halloween Dance</i></p>	<ul style="list-style-type: none"> • Date: Friday, October 24 from 6:30-8:30pm • Tom has booked Crash from 6:00-8:30pm • Cost: \$3/person or \$10/family (No one will be turned away if they cannot pay) • Food: Popcorn, Bake Sale, Juice boxes (Sarah already purchased 100) • Decorations: Classes to be invited to make decorations - teachers will let us know how many classes volunteer, otherwise Jen will arrange to get more decorations • Decorations should be left up for the next week. 	<p>Tom will ask Crash how many categories there will be for the costume contest and get the appropriate number of prizes</p> <p>Lisa will make the flyers to advertise (will include request for nut-free individually wrapped baked goods)</p> <p>Jen will purchase 50 more juice boxes</p> <p>Mme Chant and Mme Brooks will send out a request to classes to see if any would like to make decorations</p> <p>Jen will pop popcorn and put up decorations on October 24</p>
<p>Adjournment</p>		<p>The next meeting is Monday, November 3, 2014 in the school library at 7:30pm</p>

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Visit the Council website: <http://www.bpsparentcouncil.com/>