

# School Council Minutes

Tuesday, June 4, 2019

## Learning Commons

**Attendees:** Richard Wallace, Colleen Bishop, Stojana Stanivuk, Melissa Manville, Sharan Sangha, David Cameron, Kacy Furner, Lindsey Taylor, Maria Gianniotis, Cathy Lapar, Pam Drews, Amanda Morgan, Randi St. Laurent, Caitlin Coverdale, T. Scott, Erica Quayle, Dave Linnerth, Brooke Robinson, LeeAnne Andriessen

**Regrets:**

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**I. PRINCIPAL'S REPORT – LeeAnne Andriessen**

- Introduction of T. Scott – new Vice Principal to the school
- two weeks with us so far, she has really jumped in
- she managed the Healthy Hearts/Healthy Minds event

**II. T. Scott Introduction**

- Was previously at another Waterloo School (JF Carmichael School)
- Chicopee is a much bigger school than her last
- Her first impressions of Chicopee: happy health ready to learn students and extremely welcoming and respectful

**III. HEALTHY HEARTS/HEALTHY MINDS EVENT – T. Scott**

- Big thanks to Cathy for getting the ball rolling and getting all the ground work
- Big thanks to Pam and Amanda for their help organizing
- Big thanks to staff for all their help
- Raised around \$5,000 through the baskets – uncertain how this money is going to be divided up, to be determined by staff
- Great indicator of our vision – we are creative, we are connected, we are Chicopee

**IV. What else has been happening at Chicopee? – LeeAnne Andriessen**

Class placements – done  
Grade 6 & 7 Transition Parent meetings  
Grade 6 & 7 Lackner visits  
Grade 6 & 7 parent meeting June 6  
Kindergarten visits done

**V. BUDGET MEETING – Dave Linnerth**

- Recent meeting with Facilities for next steps
- Grade 7 students shared in the meeting as well
- Unless we have the money in hand we can not move forward in anyway in the Outdoor Project
- If we go over \$10,000 on any one phase then the project has to go to tender, so we have to take the lowest quote offered at tender
- The Budget meeting hasn't met since that meeting
- We are going to need a plan with drawing but we wanted the plans to be a part of the tender proposal
- We are looking for a resource that would do the plans for free for us
- A suggestion from Facilities is to tie in with the University of Guelph or Laurier
- Still collecting input from staff and students and community
- It would be nice to keep the phases under \$10,000 so that we can move forward without going to tender
- Benefit of going to tender is that we will develop a relationship with the business owner and due to that relationship, they work much more closely
- If we have our plans in tact when we go to tender then tender is not as scary because then the vendors will all be bidding on the same plan
- We may want to consider having a line item, to pay for someone to develop that plan
- The grade 7 students are working on a Makerspace project – developing plans for what can be included. The hopes are to keep them involved as much as possible.
- Will continue the student piece going forward in September as well.
- May want to reach out on School Day to see if we have a landscape designer/architect in our school community who may be willing to assist
- It helps to have a specific dollar goal as a target
- If we are planning to apply for a grant – we need a plan
- We can't tender until we have the money
- A lot of the different ideas from vendors are intellectual property, so they are hesitant to give you a plan or the cost of the plan without the commitment will go up
- Concept drawing for fundraising would be helpful
- Next step is also tapping into grants
- T. Scott can assist, as she did similar project in Guelph but is aware that they accessed grants, so she will reach out
- Natural play structures if over a specific height then the structure would have to be closed during portions of the year for safety
- Trying to come up with a plan that is the most economical for our budget
- No clear vision from the budget committee yet
- Hoping to have a proposal in September as to how to move forward
- Thinking about big fundraisers – ex. Golf tournament
- Other consideration: where other portables would go if needed (we can have 3 more portables)

**VI. PROPOSED BY-LAW CHANGES – Erica Quayle**

There will not be a vote on any proposed changes because any proposals must be distributed in writing 14 days prior to the vote and the proposals had not been posted prior to the Council meeting. These changes are simply suggestions for Council to consider prior to the next meeting in September. Consider the discussion during this June meeting as the notice so that the changes – if put forth at the meeting – can be voted upon.

- A. Elected position – where possible that person to have had previous experience on Council
- This is Not exclusionary rule but rather a preference due to some issues that we faced this year
  - How is enforceable with the language: where possible?
  - Is it the purpose of a by-law to set out these restrictions?
  - Bigger push on positivity?
  - Better education re: the roles and the commitment
  - If people are more prepared, would we have better idea of the role
  - Make it more positive, ensure more sharing
  - Very helpful to have a member at the Kindergarten Night to talk to the parents
- B. Proposed change: Change quorum to 50% +1
- C. Proposed change: if you are a voting member and miss more than 2 meetings in a row without sending regrets then automatically removed as a voting member but welcome to continue to serve as a non-voting member
- Currently we have a membership range of 9-25 members
  - Currently we have 51% for quorum

There was also a discussion as to whether we should include a Member at Large on the executive – allow them to continue consulting executive but not have an official role

- Informal add to job descriptions that executive agrees to mentor the year following their position

**VII. EXPRESSION OF GRATITUDE**

- June 18 Celebration at LeeAnne’s Farm
- Barn tours, potluck, hamburgers supplied
- RSVP
- Can bring spouse and children

**VIII. UPCOMING DATES**

June 6 – Grade 6 & 7 Parent meeting  
June 14 – Volunteer Café 8:30am

June 20 – Grade 8 Graduation  
June 24-25 – Grade 8 Trip to Ottawa  
June 27 – Last Day of School  
September 3 – First Day of School  
September 18 – School Council Nominations – open as of today  
September 19 – Meet the Teacher Cruise Night  
September 23 – ESNS food service begins  
September 24 – First School Council meeting  
September 25 – Photo Day

**IX. GOOD WILL – Brooke Robinson**

- Student in need for trip to Ottawa
- By end of the meeting we had \$140 for that student, \$100 will go to that student for food and souvenirs, remainder will go towards toiletries for that student

**X. GRADUATION - Cathy Lapar**

- June 20
- We need parents to donate baked goods for parents' reception
- Students will have their own dance with pizza after the ceremony
- We will need helpers for tray organizers – Sharan and her mother-in-law have already volunteered
- 8:30-9:30 – monitoring food – Evelyn and Erica
- Need a couple of more people to help with clean up

**XI. SCHOOL ENROLMENT – LeeAnne Andriessen**

- Enrolment has stabilized
- 748 students
- No more portables, no more extra classes for September
- Some change in organization: we will have 2 grade 1-2 French Immersion splits instead of Grade 1 French and Grade 2 French
- Grade 2s will be mentors to the grade 1s because the expectation is that the grade 2s will be speaking
- Ability to collaborate the two groups of students together
- By splitting the grade 2s, you are actually broadening the peer group as well
- This is a very positive change and very optimistic about it moving forward
- 21 grade 1s and 23 grade 2s currently

**XII. CLASS PLACEMENTS – LeeAnne Andriessen**

- Have spent the entire month of May doing class placements
- 123 parents input responses – highest that she has ever dealt with in her career
- We accommodate 89% of requests
- If could not meet their requests, these calls will be made in the next 2 weeks

- Parents will be notified of official class placements on Friday, August 30 just after 4:30 on School Day
- Can't make changes in September

**XIII. FIRST DAY OF SCHOOL KICKOFF – September 3 – LeeAnne Andriessen**

- Kids in grades 1-8 will line up on the turf – will do a cheer and O Canada
- kindergarten will line up at the kindergarten doors as there is no staggered entry this year
- Each kindergarten child will receive a ticket, pinned on the child, with name and photo, pick up and drop off, pinned on them required to enter the school. Safety issue. If it is NOT attached to the child, the child will be brought to the office to get that ticket on them
- Will need to wear these tickets at a minimal for 1 week
- Information will be shared by end of June

**XIV. THANK YOU**

- Will happen at the Celebration

**XV. TRAVEL COMMITTEE- Colleen Bishop**

- Next meeting next Tuesday, June 10 at 6:30
- Always looking for new members
- Have one new member from kindergarten night
- At Tremaine and Fairway intersection, counting cars, - now have a pedestrian cross walk painted on as a result.
- Walking school bus contact person was present at kindergarten night – have three walking school bus routes (2 mornings from Peeblecreek area and 1 in Sims Estate area)
- Will be discussing walking school bus in September
- Bike racks have been installed – problem: racks are under utilized if butted up against a wall
- The work order was wrong – so it will be fixed
- There is one bike rack that wasn't installed, the extra one will be used in an alternative spot
- We will keep the bike racks in place until they can be corrected

Colleen will not be chairing this committee next year, but the committee will continue next year

**Trailblazers:** are they still active? These kids are like bus patrollers but they are on the walking routes; kids in vests. They will assist other kids if they need help in an emergency

- Need to advertise more about trailblazers
- Junior and up students are trailblazers – volunteers
- Ms. T. Scott might trailblaze the various route for the remainder of the year and talk it up
- Trailblazers will meet tomorrow for a follow-up – will encourage them for volunteer and recruit in June

**XVI. TREASURER’S REPORT – Lindsey Taylor**

Opening Balance \$9,483.81 - this is higher than we expected because we didn’t have to pay the \$5000 for the paving stones last year

Total Revenue: \$16,259.66  
 QSP: \$5,054.54  
 Book Fair (Nov/March) \$2862.72  
 Read-a-thon: \$2,382.40  
 WEFI: \$5,959.00

Total Expenses: \$8,345.10  
 Book Fair reader: \$200.00  
 Home Reading: \$6,328.49  
 Reimburse inter-entity account: \$1816.61

Net revenue for 2018-19 \$7,914.56

Year to date: \$17,398.37

Home reading: would like to have 100 books per level, there’s approximately 30 levels per grade

**MOTION:** To carry over \$2,000 to next year – by Erica Quayle

SECONDED by: Richard Wallace

Motion: Carried with 13 votes

**MOTION:** to use \$14,000 towards Home reading to cover SK and grade 3 – made by Colleen Bishop

SECONDED by: Melissa Manville

Motion: *motion defeated*

**MOTION:** allocate \$11,000 towards home reading - made by Dave Linnerth

Seconded by: David Cameron

Motion: carried with 13 votes

**MOTION:** School Council would encourage school fundraising that has taken place in 2018-2019 to complete grade 3 home reading program – made by Dave Linnerth

Seconded by: Sharan Sangha

Motion: carried with 13 votes