



Meeting Location: JES Library

School District: OCDSB

JESC Meeting Minutes

Jockvale Elementary School

Council Meeting Minutes

October 25, 2017 6:00 pm

In the Chair

Rotem Brajtman – Chair

Meeting Participants

Attendees	Unable to Attend
<u>Executive Members</u> Rotem Brajtman – Chair Sarah Galbraith – Vice-Chair Shannon McLaren – Secretary Treasurer – Cheryl McDowall OCASC Rep – Open Fundraising Chair – Krista MacIsaac Communications Chair – Crystal Logan Volunteer Coordinator – Jennifer Demone	<u>Executive Members</u> None
<u>Parent Members</u> Andrew & Kelly Stanzel (sharing one position) Cindy Fraser – Last Meeting, position resigned at meeting conclusion Debbie Hameluck	<u>Parent Members</u> Denise Vranas Jane de Laat Shane Richer Pascal Edwards
<u>School Administration</u> Beatrice Ocquaye – Vice Principal Robyn Darragh – Principal Diana Taylor – Staff representative, teacher Brenda Feldbruegge – Office Administrator	<u>School Administration</u> Lisa Levitan (Shared in off months with Diana Taylor)
<u>Other Parents</u> None	
<u>Community Members</u> none	

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Approval of Agenda

MOTION: To accept the agenda. 1st Shannon, 2nd Sarah, all in agreement.

Approval of Previous Minutes

Adjust as per Krista's email (remove action item referencing fundraising position description and amend STEM as an idea for a fundraising goal to explore. Adjust note that says Robyn was principal at Knoxdale to indicate Vice Principal. Remove reference to Financial Report as an appendix, as one has not yet been received. Correct Shane's last name as per spelling in list of previous council members.

MOTION: To accept minutes with amendments from Sept 13th meeting. 1st Krista, 2nd Sarah, all in agreement.

Chair's Report

If you need support with your activities, reach out to other team members.

Two meetings that need rescheduling because of the school calendar are December and June. We need to make sure there are not conflicts with other events (e.g. Jingle Jangle). Necessary to move November meeting to accommodate an earlier December meeting, so final dates agreed to by council will be: November 15th, December 6th & June 20th.

Thanks to Robyn for the weekly emails – parents are enjoying them.

Council was asked to provide feedback to the school that some parents are unhappy with the quality of the school photos received. Brenda indicated that there are a few options available, but they haven't heard anything bad to date from parents, so they've been using Earl Havelin. Will look into other options from the parent feedback received.

If you haven't had a chance, review the Record of Decision – allocating funds to the school (1300\$ for the Saijat show and 1000\$ discretionary).

OCASC position remains open and will continue to be mentioned until it is filled.

Principal's Report.

Staffing:

Kindergarten staffing has been finalized. We said goodbye to Amanda Reid (teacher in Room 3), Ghislaine Dagenais (pm ECE in Rooms 1 and 2) and Jennifer Lauer (am ECE in Rooms 1 and 2). We welcome Ellen Waxman (teacher in Room 3), Hadar Mustafa (pm ECE in Rooms 1 and 2) and Lindsey Carter (am ECE in Rooms 1 and 2) to the Jockvale Team.

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Ms. McConnell will be off work, her cancer is back. Our thoughts and prayers are with her. Tomorrow will be her last day (October 26th).

New Chromebooks arrived October 13th, looking forward to receiving tech tubs and getting technology into the classroom.

Thank you for Saidat – kids really raved about it. Have not yet spent the slush fund, will use it for items that are well thought out and impact the largest number of students.

EQAO scores and OurSchool Survey results are out and can be reviewed in the full appendix to these minutes – Appendix A – Principal's report.

Two new toilets being installed.

Buddy bench ordered.

Full report attached as Appendix A.

Teacher's Report

Terry fox run was held on Thursday, September 29th, organized by Lisa Levitan – who has asked to extend a special thank you to anyone who volunteered their time to help out, school greatly appreciates anyone who helps out.

There are a number of extra-curricular activities the students have been working on:

- Chess club happens regularly with Mr. Brynczka
- Gardening club Ms. Philips and Ms. Noble – has been planting and cleaning up.
- Recent regional cross country club meeting.
- Mrs. Philips has organized a robotics club (Wednesdays after school)
- Borden ball intramurals being organized by Mrs. Sinclair.
- We club – request to have a haunted house in conjunction with the Halloween dance. Will be in Diane's class. Admission to the haunted house is nonperishable food items for the food cupboard. There's a food drive going on for those who can't make it to the haunted house.
- John McCrae students have been coming to lead games at recess on the field. Also to help mentor the Grade 5 & 6 in the LEADs program.

Starting to think about how to organize Remembrance Day ceremonies – assembly will be Friday, November 10th, as Remembrance Day is on a Saturday.



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Teachers have started taking classes for skating and swimming lessons at Walter Baker. Swimming is older classes now, younger in the Spring – typically grades 1-6. Noted that this is an awesome benefit to the school, and does require extra time commitment for the teachers.

A group of kids starting skating next week, and it was noticed that all of the school-owned skating helmets have all expired. Suggestion that someone approach Canadian Tire about donating helmets to the school, as they have done this for other schools in the past.

Rotem asked Diane to extend an invitation to other teachers to join future council meetings and become more involved.

Treasurer's Report

Details provided in Financial Reports available on Google Drive under Financial – Report Sept 1-October 13. It should be noted this is for 6 weeks, future will be monthly.

Highlights:

Please use deposit slips when providing cash or cheques for deposit to the bank – will leave copies in the council box, and there's an electronic copy on the drive. More than one event, separate the events out on the side so that it's clear what is for what.

Have written 639\$ worth of cheques. Bank balance reflected in report does not include all of the food program deposits, Brenda provided cheque day of meeting.

Money set aside for the hot dog pot is not required and will be returned to the unallocated funds.

Cheryl is doing accrual accounting. Not doing what Denise has done in the past, so it would be a good idea to review her first report and provide any questions or feedback based on this to council and to Cheryl for clarification.

Final report from last year's council still outstanding.

OCASC Report

Cindy providing report. Has been to two meetings, doing double-duty for Jockvale & Cedarview.

It was announced at the September meeting that there may be changes to the program, but this was rescinded at the October meeting, as the board member responsible was not aware, and did not have timelines that could be shared. More on this liable to come up at future meetings.

Parent council training day is November 18th from 8:30-12:30 at Robert Borden – open to all parents. Strongly suggest that parents attend. Good council information as well.



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September meeting did not have quorum, likely due to the fact that many schools had not yet completed their elections October was well attended. Strongly recommend that someone attend OCASC meetings into attending. Direct parent board.

OCASC has treasurer and membership chair positions open if anyone is interested in being more involved.

SchoolConnex app has been released and has the capability to send targeted messages from the board to specific schools, or to parents of specific schools. Working on using this functionality.

New board website in 117 languages and fully mobile. Doing training with principals and school administration for new school websites. McCrae's is a pilot if you want to see what they will look like. There are some changes that may impact communications from JESC.

Possibility of a field trip to board HQ for OCASC members who are interested.

The board will be putting 15.5M worth of hardware into schools over the next 5 years, 700K for mobile use. Goal is to have a 4:1 ratio of students to device at the end of 5 years. Tech provided by council will not be counted in those ratios, they would be extra in the school. Getting rid of computer labs, will have multimedia computers for editing. Lined up with the 10 exit strategies of graduation. Learning environment is now in the cloud. They need to build the network (backbone) to address changes (e.g. 10GB/s downloads in some places) first before some other changes will be seen.

Asked what to focus council funds on with this going on, a list of tech other than what board will covering will be provided, one suggestion was Ozobots.

Meetings are Third Thursday of the month at Fisher Park School at 7 p.m.

Note: Cindy will be resigning her seat on her council this will be her last meeting.

Fundraising/Events Report

Halloween dance on Friday October 27th. Selina's dance studio will be volunteering some people.

Marian Small presentation next Tuesday. Grant was approved. Poster gone out.

Movie Nights – November 17th and December 8th. Will do votes with the classes to pick movies.

McDonald's night was well attended 1347\$ raised.

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Bulb sales raised 417\$.

Pizza 143 slices, hot dogs 70 per week. Counting through the rest. Pizza going well.

Communications Report

Taken over newsletter that goes home. Will add the events, try to send out once a month, but like to send them out ahead of events. Please provide a week's notice if they need to be included.

Thanks to Robyn for the weekly email! Please let us know if there's anything we should add (e.g. crazy hat day) to the monthly newsletter.

Google drive: going to get rid of the private folder, because it doesn't make sense. A previous council member deleted some files – but was able to salvage all of the files... we're going to include a task to have the communications chair make sure that things can be moved forward annually without having to pay into any cloud or storage software.

Use jockvalecouncil@googlegroups.com to save yourselves some time when emailing the whole council. Note that school administration is not included in this list.

Please comment, like on Facebook items posted by council. Love better than like, comment better, and shares are the best.

Website hasn't been updated yet, but will need to be aligned to the new platform – plan to execute both at the same time.

Constitution

Bring amendment recommendations to November, and present them, for voting in January. Suggestions can be forwarded to Shannon in advance, or presented at council.

Amendments must have a 2/3 majority to be approved.

Fundraising Plan and Objectives

Several options for the year:

- Reimbursement for teachers for out of pocket expenses. We try for 100\$ per teacher. With 32 teachers listed, that would be approximately 3200\$
- Outside shade structure (2204\$ has been set aside for this project) – but we do not know what we are allowed to put on the field, because the field is owned by the city of the school. We need to know the regulations.



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- Bicycles in the classrooms for physical activities – was presented in May 2017. One test cycle would be \$2200. Another school provided a presentation on how it was working for them.
- Work towards creating a STEM lab – would be a multi-year project, at this time cost is unknown. Allow teachers to come to STEM vs. teachers bring equipment to their classroom.

Significant discussion around how to select specific objectives occurred, without further decision being made. Krista will help looking into what is needed for a potential outdoor feature, and in collecting thoughts on what format the STEM lab might take. It was suggested that if we are not going to fund the teachers, we should consider making it clear they are aware of this.

Fundraisers we have to run:

- Large list sent by Krista that included all possibilities. High level thoughts is that we should focus on fewer items with more support
- Short term go ahead with Jingle Jangle Bazaar – rummage sale kids get to buy gifts for their family. Recommended date: December 14th.
- Raffle for Sens tickets – begin process of getting a license to hold the raffle sooner, so that we can get ahead of 30 day delay.
- Remove: Indigo Night, Vendor Fair, BP night as these are significant effort for limited report

Suggestion – Little Caesars Pizza kits. Rotem will look into what is involved.

Principal Profile

Suggestion for original draft:

2017/2018 Principal Profile for Jockvale Elementary - Draft

Our ideal principal is:

- kind, warm and caring
- an advocate for all of the students in his or her care
- respectful and appreciative of diversity
- a strong, positive role model for students and colleagues
- able to develop, articulate and implement a policy on discipline fairly and consistently
- a team player, with the ability and willingness to collaborate with students, staff and parents to ensure the well-being of the school community
- an innovator, who discovers and implements programs that encourage student growth and success
- a responsible financial steward

Suggestions for additions gathered, and a revised profile circulated including these is:

Our ideal principal:

- is kind, warm and caring, and displays honesty and integrity
- maintains open communication and encourages consultation with board, staff, parents and students

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- actively displays team leadership and teamwork
- is respectful and appreciative of diversity, including (but not limited to) abilities, cultural background, and socioeconomic status
- advocates for all of the students in his/her care
- supports and participates in community building
- acts as a strong, positive role model for students and colleagues
- is bilingual, and has strong experience with the French Immersion curriculum
- has a strong focus on academics, without neglecting the inclusion of physical education and the arts
- is able to identify and target areas for improvement within the student community, with the goal of improving test results
- brings enthusiasm, spirit, and a sense of belonging to the school
- will develop, articulate and implement a policy on discipline fairly and consistently
- is an innovator, who discovers and implements programs that encourage student growth and success
- is a responsible financial steward

Motion for Allocation of Funds

Motion to allocate 200\$ as standing float for events – now until to June. Will be returned at end of June. 1st: Krista, 2nd: Sarah. Stored in cash box at Cheryl's until return. Motion approved.

Motion for 300\$ additional float for admission table at the dance that will be returned following the Halloween dance. 1st Krista – 2nd: Andrew. Motion carried.

Motion for 350\$ budget for the first movie night on November 17th. Breakdown approx.: 20\$ for the movie. 120\$ for pizza. Other drinks, candies and foods to be sold. 1st: Krista. 2nd: Sarah. Motion approved.

Adjournment

Motion to adjourn passed. Shannon, Sarah – passed.

Next Meeting

Date: November 15th, 6 p.m.

Agenda: To be set by Chair



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Attachment A – Principal Report

Principal Report- October 2017

Staffing

This month, we finalized our Kindergarten staffing. We said goodbye to Amanda Reid (teacher in Room3), Ghislaine Dagenais (pm ECE in Rooms 1 and 2) and Jennifer Lauer (am ECE in Rooms 1 and 2). We welcome Ellen Waxman (teacher in Room 3), Hadar Mustafa (pm ECE in Rooms 1 and 2) and Lindsey Carter (am ECE in Rooms 1 and 2) to the Jockvale Team. Our staffing is now complete.

Financial Information

Our new Chromebooks arrived on October 13 th . We look forward to receiving the Tech Tubs and getting this technology into our classrooms.

Thank you to Council for supporting the Saidat performance. Student feedback was extremely positive and some shared that it was the best assembly they have ever had at Jockvale. Thank you also for providing the school with a \$1000.00 'slush' fund. We have yet to spend any of the funds, however, a portion of this money will be used to support those families who are unable to pay for the swimming program. Given that we are operating in a deficit budget, we want to ensure that our funds are used to support initiatives that impact on the largest number of students and support our School Learning Plan and Well-Being plans. A staff wish list is being generated as well.

EQAO

In September, grade 3 and 6 EQAO scores were released. Jockvale, OCDSB and Provincial results (percentage of students at or above standard) are detailed below:

Grade 3

Subject	Jockvale	Board	Province
Reading	76 (35/46 students)	73	74
Writing	74 (34/46 students)	70	73
Mathematics	48 (22/46 students)	58	62

Grade 6

Subject	Jockvale	Board	Province
Reading	86 (49/57 students)	84	81
Writing	74 (42/57 students)	79	79
Mathematics	39 (22/57 students)	51	50

As you are aware, Math results across the province have decreased and the Ministry and the OCDSB have decided that all schools will once again focus on Numeracy as part of their School Learning Plans. Much like it is all staff members' responsibility to ensure that all students are literate; all adults in the building are responsible for ensuring

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that our students are numerate. History teachers assist when they create timelines, English teachers when they focus on procedural writing, and Geography teachers assist when they gather data and create graphs.

On October 6 th, JES staff participated in PA Day activities that focused on Numeracy and Mathematics. As a school team, we unpacked the details of our grade 3 and 6 Mathematics results and have determined that our students are challenged with multi-step questions, communicating their thinking and checking the reasonableness of their answers. We examined the seven Process Expectations (The process of doing Math and what we need to be able to do to be successful in Math) in Math. We have identified communication, reasoning and proving and representing their thinking as our priorities.

On October 12, a team of six educators represented Jockvale at a District PD to explore effective considerations for numeracy acquisition and instruction. We have narrowed our first term focus to reasoning and proving. Our SLP statement is: If teachers design rich and engaging tasks and pose reasoning and proving questions, then students will learn to provide the rationale and proof for their responses using words, images and/or numbers. The focus of designing rich and engaging tasks and posing reasoning and proving questions will be a school-wide goal, which will allow all staff to play a role regardless of the curricular area(s) they teach.

OurSCHOOL Survey

Between May 1 and May 3, Jockvale conducted its Ministry-mandated bi-annual school climate survey. Since 2013, this survey has been carried out in conjunction with The Learning Bar's electronic survey system. JES had a survey response rate of **96%, with only 7 students** who either abstained or were unable to complete the survey this year. We are very pleased to receive such valuable feedback from our student body!

Students had the opportunity to voice their opinions through multiple choice and scale questions, as well as open-ended responses. During our recent PD Day, staff examined the data. This information will prove to be very helpful in our planning and decision-making for the upcoming school year.

Highlights of this report include:

- 73% of students indicated a high sense of belonging
- 89% of students have positive relationships and have friends at school they can trust and who encourage them to make positive choices
- 28% of students reported they were victim of moderate to severe bullying in the previous month
- 50% of students feel safe at school, as well as going to and from school

We were concerned about the percentage of students feeling safe and asked our current grade 5 and 6 students to provide us with additional information. We asked them to provide clarification regarding what safe looks like, feels like and sounds like to them. Most of the feedback indicated that the students wanted quiet classroom settings, locked doors and a secure perimeter around the school (locked gate near

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the pathway). Based on their feedback, their understanding of the word ‘safe’ means their own physical safety.

Open-ended responses revealed the following:

1. Students indicated that they were not happy with mandatory lunch monitoring.

Action:

·Beginning in September, lunch monitoring became a voluntary club for our grade 5 and 6 students.

2. Students indicated that they would like more junior reading material available in the library.

Action:

·We have posted a chart in the library asking our students to create a wish list of book titles they would like to see as part of our library collection.

3. Students requested that our student washrooms be updated.

Action:

·Our Area Supervisor, John Blais, has added this request to the main renovation project list for the schools in his area.

4. Students are very happy with the many clubs and activities offered at JES. They have also requested that further clubs be added.

Action:

·An after school Robotics Club for students in grade 4-6 began on October 18th. This supports our focus on STEM (Science, Technology, Engineering and Math.)

·A sheet has been posted for students to suggest new clubs that they would like to see added at Jockvale.

The OurSCHOOL Survey Results 2017 provided us with an opportunity to reflect on how we can incorporate the student voice into this academic school year, what is working well, and what may need to be improved. We love hearing from our students and working to incorporate the student voice in the JES community!





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Attachment B – Financial Reports

2016/17 Cheques Outstanding as of 1-Sept-2017

2016/2017 School Year Cheques Outstanding at September 01, 2017

Cheque To:	Project	Amount	Chq #	Chq Dated	Date cashed
Gabriel Pizza	May Movie Night	\$ 124.30	1925	26-May-17	
Susan Murphy	Teacher Reimbursement	\$ 100.00	1929	27-May-17	
Melissa Keown	ink cartridge	\$ 40.00	1945	Jun-14-17	18-Sep-17
Melissa Keown	ink and paper	\$ 4.05	1946	?	18-Sep-17
Krista MacIsaac	Spring Fling / staff appreciation lunch	\$ 86.56	1947	?	26-Sep-17
Denise Vranas	Post / hot dogs / staff appreciation	\$ 42.63	1948	?	10-Oct-17
Ross Yig	?	\$ 96.36	1949	?	19-Sep-17
Subway	May 25th, June 1, 8, 15, 22	\$ 1,201.50	1950	?	19-Sep-17
		Total \$	1,695.40		

2017/18 Cheques as of 13-Oct-2017

2017/2018 School Year Cheques Outstanding as of Oct. 13, 2017

Cheque To:	Project	Amount	Chq #	Chq Dated	Column1
1850688 Ont. inc.	Food Program - Pizza	\$ 160.00	1951	Sept. 25, 2017	
Education Foundation of Ottawa	Connie's Retirement Donation	\$ 400.00	1953	Sept. 22, 2017	
Jockvale E.S.	School Discretionary Slush Fund	\$ 1,000.00	1955	Sept. 27, 2017	
1850688 Ont. inc.	Food Program - Pizza	\$ 160.00	1956	Oct. 2, 2017	
Jockvale E.S.	Chromebooks	\$ 4,100.00	1958	Oct. 2, 2017	
Saidat Vandenberg	Jockvale presentation Oct. 17	\$ 1,017.00	1959	Oct. 17, 2017	
1850688 Ont. inc.	Food Program - Pizza	\$ 160.00	1960	Oct. 9, 2017	
Subway	Food Program - Subway	\$ 154.00	1961	Oct. 5, 2017	
Ross Yig Independent	Food Program - Hot Dogs	\$ 145.56	1962	Oct. 11, 2017	
Subway	Food Program - Subway	\$ 154.00	1963	Oct. 13, 2017	
Subway	Food Program - Subway	\$ 154.00	1964	Oct. 16, 2017	
		Total \$	7,604.56		

2017/2018 School Year Cheques Cashed as of Oct. 13, 2017

Cheque To:	Project	Amount	Chq #	Chq Dated	Notes
Jane de Laat	Food Program - Hot Dogs	\$ 45.17	1952	Sept. 21, 2017	Hot dog sleeves
Vesey's Bulbs	Vesey's Fundraising Program	\$ 471.00	1954	Sept. 22, 2017	total of \$942 raised. J.E.S.C. gets half.
Denise Vranas	Food Program - ketchup	\$ 12.98	1957	Oct. 2, 2017	hot dog supplies
		Total \$	529.15		



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Balance Sheet as of 13-October-2017

ASSET

Current Assets

Unallocated Bank Funds	10,309.84	
Ear. Cash - Hot Dog Pot	100.00	
Ear. Cash - Outdoor Equip.	2,676.00	
Ear. Cash - Buddy Bench	1,500.00	
Ear. Cash - Books Staff	200.00	
Ear. Cash - Saidat Vandenberg	1,017.00	
Total Cash in JESC Bank Account		15,802.84
Accounts Receivable	89.67	
Total Receivable		89.67
School Assets & Services Purchased		5,500.00
Total Current Assets		21,392.51
TOTAL ASSET		21,392.51

LIABILITY

Current Liabilities

Milk Payable to School	2,953.50	
Total Payable		2,953.50
Unearned Revenue - Hot Dogs	938.36	
Unearned Revenue - Pizza	3,130.93	
Unearned Revenue - Subway	1,074.28	
Total Unearned Revenue		5,143.57
Total Current Liabilities		8,097.07
TOTAL LIABILITY		8,097.07



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EQUITY

Equity

Opening Bank Balance	13,101.36	* see note below
Current Earnings	194.08	
Total JESC Equity	13,295.44	

TOTAL EQUITY

13,295.44

LIABILITIES AND EQUITY

21,392.51

* Balance reflecting outstanding 2016/2017 school year cheques. Refer to "Outstanding Cheques" document.

Notes:

1. Unearned revenues are considered liabilities since the food product associated with these amounts has not been delivered yet. In essence it's not ours yet.
2. School Assets & Services Purchased represents items such investments given to the school e.g. Chrome books



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Jockvale Elementary School Council Income Statement 09/01/2017 to 10/13/2017

REVENUE

Revenue

Hot Dog Revenue	110.39
Pizza Revenue	303.01
Subway Revenue	126.39
Vesey's Bulbs Revenue (JESC Share)	471.00
Donation / Grant Revenue	175.00
Total Gross Revenue	1,185.79

TOTAL REVENUE	1,185.79
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EXPENSE

Fundraising & Other Expenses

Hot Dog Expense	203.71
Pizza Expense	480.00
Subway Expense	308.00
Program and Fundraising Expenses	991.71
Office Supplies Expense	0.00
Total Expenses	991.71

TOTAL EXPENSE	991.71
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NET INCOME	194.08
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Notes:

1. The revenue for the food program reflects the food that has been delivered as of Oct. 13, 2017, and does not include unearned revenue or the revenue from the online collections.
2. Brenda will soon (if she hasn't already) be writing the J.E.S.C. a cheque for the online food program funds that the school has collected.



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Reconciliation for Period Sept. 1, 2017 to Oct. 13, 2017.

Bank

Bank Closing Balance as at Oct. 13, 2017 \$ 22,460.70

Less:

Outstanding Cheques 2017/2018

CHQ # 1925 issued on May 26	Gabriel Pizza	\$ 124.30
CHQ # 1926 issued on May 27	Susan Murphy	\$ 100.00
CHQ # 1951 issued on Sept. 25	Willy's	\$ 160.00
CHQ # 1953 issued on Sept. 22	Connie	\$ 400.00
CHQ # 1955 issued on Sept. 27	Jockvale E.S.	\$ 1,000.00
CHQ # 1956 issued on Oct. 2	Willy's	\$ 160.00
CHQ # 1958 issued on Oct. 2	Jockvale E.S.	\$ 4,100.00
CHQ # 1960 issued on Oct. 9	Willy's	\$ 160.00
CHQ # 1961 issued on Oct. 5	Subway	\$ 154.00
CHQ # 1962 issued on Oct. 11	Independent	\$ 145.56
CHQ # 1963 issued on Oct. 13	Subway	\$ 154.00

Total Outstanding Cheques

\$ 6,657.86

Adjusted Bank Closing Balance

\$ 15,802.84



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Accounting Records ("Books")

Opening Books Balance Sept. 1, 2017 \$ 14,796.76

Receipts

Deposit #1	Food Program	\$ 7,868.86	
Deposit #2	Vesey's	\$ 942.00	
Deposit #3	Food Prog./Don.	\$ 408.00	
Deposit #4	Food Program	\$ 360.00	
Deposit #5	Food Program	\$ 175.00	
Total Deposits			<u>\$ 9,753.86</u>

Expenses

Chq # 1945 issued on Jun 14	Melissa Keown	\$ 40.00	
Chq # 1946 issued on unknown	Melissa Keown	\$ 4.05	
Chq # 1947 issued on unknown	Krista MacIlsac	\$ 86.56	
Chq # 1948 issued on unknown	Denise Vranas	\$ 42.63	
Chq # 1949 issued on unknown	Ross Yig	\$ 96.36	
Chq # 1950 issued on unknown	Subway	\$ 1,201.50	
Chq # 1952 issued on Sept. 21	Jane de Laat	\$ 45.17	
Chq # 1954 issued on Sept. 22	Vesey's Bulbs	\$ 471.00	
Chq # 1957 issued on Oct. 2	Denise Vranas	\$ 12.98	
Total Expenses			<u>\$ 2,000.25</u>



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Returned Cheques	Food Program	\$	89.67	
Total Returned Cheques				<u>\$ 89.67</u>
Outstanding Cheques				
CHQ # 1925 issued on May 26	Gabriel Pizza	\$	124.30	
CHQ # 1926 issued on May 27	Susan Murphy	\$	100.00	
CHQ # 1951 issued on Sept. 25	Willy's	\$	160.00	
CHQ # 1953 issued on Sept. 22	Connie	\$	400.00	
CHQ # 1955 issued on Sept. 27	Jockvale E.S.	\$	1,000.00	
CHQ # 1956 issued on Oct. 2	Willy's	\$	160.00	
CHQ # 1958 issued on Oct. 2	Jockvale E.S.	\$	4,100.00	
CHQ # 1960 issued on Oct. 9	Willy's	\$	160.00	
CHQ # 1961 issued on Oct. 5	Subway	\$	154.00	
CHQ # 1962 issued on Oct. 11	Independent	\$	145.56	
CHQ # 1963 issued on Oct. 13	Subway	\$	154.00	
Total Outstanding Cheques				<u>\$ 6,657.86</u>
Closing Books Balance Oct. 13, 2017				<u>\$ 15,802.84</u>
(see "Total Cash in J.E.S.C. Bank Account" on Balance Sheet)				
Difference				\$ -



Meeting Location: JES Library
School District: OCDSB

JESC Meeting Minutes

Attachment C – Fundraising Reports

J.E.S.C Fundraising / Event plan for 2017/18 School Year

DRAFT Version – October 11, 2017

The purpose of this document is to establish the major fundraising objectives of the 2017/18 Jockvale Elementary School Council (JESC) and the main fundraising ideas. This is a list of SUGGESTIONS AND IDEAS ONLY everything is subject to council approval.

Fundraising Objectives

Item	Purpose	Estimated Cost
1 Reimbursement for teachers' out of pocket expenses	Provide up to \$100 per teacher at Jockvale for the purchase of supplies required for their classroom or extracurricular activities such as clubs and sports teams.	\$100 / teacher = \$3200 (32 teachers listed on website)
2 Outdoor Shade Structure	Build an outdoor structure on the school yard to provide kids with shade for hot sunny days. Any structure is subject to the approval of the city of Ottawa, who owns the fields.	Unknown <i>Approximately \$2205.50 has already been raised and set-aside for this project</i>
3 Bicycles in classroom / school	Purchase an exercise bike to be placed somewhere in the school (lobby, classroom, office, etc.) to provide kids with a way to burn off extra energy when they are having trouble focusing in class. This will promote physical activity, provide children, who need it, a break from class, and remove disruptions for everyone else in the classroom.	\$800-\$2200 for first bike as test project – additional bikes could be purchased later
4 STEM Lab	Create a Science, Technology, Engineering and Math (STEM) lab within the school. This will serve as a resource centre where teachers can bring their class to do STEM lessons and a possible space for STEM based extracurricular activities.	Unknown – likely a multi-year project



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School District: OCDSB

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Fundraisers

McDonald's Night (October 17) – Purchase a happy meal, value meal or entree salad between 4 and 8 pm on Tuesday October 17 and tell McDonald's Barrhaven that you are with Jockvale and McDonald's will donate \$3 to the school council. Last year this raised \$1464.95.

Jingle Jangle Bazaar – Families donate gently used items that can be sold at the Jingle Jangle Bazaar, which is held during school hours. Students come to the sale with their class and are able to pick out items as holiday gifts for their family. Items cost between 25 cents and \$3. Families are asked to provide an equal number of items to be used in the sale as their child would like to purchase. For example, if a child wants to buy a gift for their father, grandmother and brother they should donate 3 items for the sale. Suggested date is Thursday, December 14. The school gym has been booked the night before for set-up. The revenue from the last year was \$1079.34.

Popcorn – Sell small bags of Papa Jack or Kernels popcorn during the second lunch break on Friday afternoons. I suggest this be done as cash at hand, so students may purchase popcorn from the available flavours if they have \$1 or \$2 with them at the time. The order forms from last year were too much extra work. The popcorn program ran for 5 weeks last year and raised \$471.97. More students participated in the popcorn program than any other food program last year.

Read-a-Thon – The basic idea of the Read-a-Thon is that kids collect pledges from their family and friend for each unit of time they spend reading. In general, a unit of reading corresponds to: 10 minutes for grade K-2, 20 minutes for grade 3-6 or 30 minutes if read by an adult, although times can be adjusted to suit each child's ability. By getting the kids to collect sponsors for reading it will help teach them the importance of giving back to their school all while fostering a love of reading. Last year the read-a-thon raised \$1453.65

Boston Pizza Night - Jockvale teachers and staff are the celebrity guest servers at Boston Pizza. Provided we have the minimum 50 seats reserved for the night then Boston Pizza donates 10% of all sales from the dining room between 5 and 8 to JESC. For this to work well we need the support of teachers and staff. Preferable the teachers and staff can sign up for a time when they will be serving dinner that night and encourage their students to attend. If the schedule is available in advance we can use it to promote the event. Previous fundraisers have raised approximately \$500.

Indigo Night – Shopping night at the Barrhaven Indigo. Indigo will donate 20% of purchases in a gift card or 10% in cash for all purchase made by customers who say they are with Jockvale. This only applies to regular price items. Options for dates are usually Monday through Wednesday. For this to be successful we need to get people from the school to go to Indigo that night to make their purchases. Last year we got a gift card for \$481 that was used to purchase read-a-loud books. An additional 16 books were purchased that night by customers and donated to the school.

Vendor Fair - local vendors purchase tables to sell items from their home business during an evening of parent-teacher interviews. This works best if it is a night when a lot of parents will be in the school, such as a time when all parents are invited to an interview. Last year this event raised \$474.

Bulbs – Vessey Bulb catalogs are distributed to each student and they may place an order for spring bulbs themselves or have family and friends place an order. Order forms have been sent out in March before, with a due date in April so that bulbs are ideally received before the May long weekend. The school council receives 50% of all orders that are made. Last year this fundraiser earned \$1205.50.

Other Catalog Sales – A variety of other products could be purchased as catalog sales or smaller items like chocolate bars. For example Cedarview Middle School has a mandatory chocolate bar program which earned \$18,000 for their

Visit: [Jockvale Elementary School Council](#)

FINAL – Approved November 15th, 2017



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school last year.

Raffle – the past couple of years JESC has gotten a package of Sens tickets plus a zamboni ride and jersey donated from Canadian Tire. Last year the tickets were sold in a Facebook silent auction for \$220. We could probably raise a lot more by selling the tickets in a raffle. There are various regulations regarding the running of a lottery that have to be followed in order to get a permit from the city. However, selling one ticket per student at the school (340) tickets at \$2 each would raise about \$680. The tickets are usually for a game in January so the raffle would probably need to take place in December.

Used Clothing drive / E-Waste Fundraiser – Set-up a collection day or week at the school for used clothing and / or electronic waste, there are various companies that will provide a cash payment based on the weight of items donated. This probably works best as a community event because there is only so much material that could be donated by Jockvale families. The advantage though is that there is no cost for families to participate. Suggested date would be in April to coincide with Earth Day. We would likely need collection bins in the parking lot but not necessarily within the school.

Community Garage Sale – Garage sale to be held in the school gym on a Saturday in the spring. Parents may purchase a table at which to sell their own items or may donate items to be sold at council tables. An additional bake sale could also be added to raise more funds. A similar event is held at Mary Honeywell and possibly Berrigan Elementary. For this to work we would need to reserve the school gym for a whole day on the weekend and probably the night before, which may not be possible.

Community Used Book Sale – Collect used books from Jockvale families and the community and then invite people to the used book sale to take place over one weekend or Thursday to Saturday. Broadview School does an annual book bonanza which raises \$10, 000 - \$12, 000 amongst their 1000 students. They also have a bake sale during their event. This only works as a community event where the success is dependent on getting people from Barrhaven to come to the sale. This is also dependent on our ability to book the school gym for at least a Friday night and Saturday.

Note: Any fundraiser can be successful. The best fundraisers are the ones that have the most support from parents, council and staff.



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Other Events

The following is a list of other events that will be held during the school year. Funds are generally raised by these events but their main purpose is to provide families with a chance to interact outside of school hours.

Halloween Dance – October 27 – last year raised \$557

Movie Nights – 5 to 6 planned for the year – Jockvale gym is turned into a movie theater. Admission is \$3 per person and there is pizza and other snacks for sale. Last year movie nights raised \$250 - \$670 each.

Other Dance – propose to have a second dance with a different theme this year such as Winter Wonderland, Under the Sea, Spring Madness? Month is still to be determined. A dance may raise \$400-\$600

Spring Fling – June 6 – this is the year end BBQ for the school, which is generally paid for by the school council. The budget for the last two years has been \$1800.