



Meeting Location: JES Library
School District: OCDSB

JESC Meeting Minutes

**Jockvale Elementary School
Council Meeting Minutes**
January 23rd, 2013 at 6:30pm

In the Chair

Dale Johnson - Chair

Meeting Participants

Attendees	Unable to Attend
<u>Executive Members</u> Dale Johnson Cindy Frazer Rebecca Sendybyl Lana Lotan	<u>Executive</u> Jewel Lau
<u>Parent Members</u> Robin Webster Angie Hollis Tara Ouellette Lainie Taylor-Ryan April Luchies Gagné Wendy Hovdestad Sean Gardner Christina Mennie	
<u>School Administration</u> Marilyn Burans - Principal Brad Sokalski - Vice Principal Mr Holden - Teacher Representative	

Agenda Approval

Approved
Motion: Lana Lotan
2nd: Wendy Hovdestad

Minutes Acceptance

Minutes from **December's** meeting were motioned for approval by Sean Gardner and seconded by Lana Lotan. The motion was passed.



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Principal's Report

Principal's Report has been attached as Appendix A.

Play Structure Update

Copied from an e-mail from Angie Hollis of the Play Structure Task Force;

1. Angie spoke to parent council chair at Manotick PS and confirmed that they replaced two play structures for under 65K including site prep. Dunlop PS prices confirmed by Brian, sales rep at Henderson. Cost of equipment for kindergarten structure 11,500 and primary structure 24,500 (these are prices only for actual play ground equipment, freight and installation before site prep. Summarize - it probably looks like the original prices provided to us by the board are too high. I would assume we would be able to replace both structures for 60-65K rather than the 90-100K we were originally anticipating. Site prep will be the determining factor. Marilyn, Dale and Angie to meet with Henderson rep this week on Thursday to discuss structure prices and options
2. City of Ottawa grant process underway for May 1st deadline. Needs to be community focused rather than school needs focused. Any comments from care giving associations who use the structures, after school programs etc would be appreciated. We would like to make a commitment to get one structure underway rather than waiting on the grant because if we do we probably will not get the structure replaced prior to summer of 2014
3. Angie has estimated that we have raised \$16,628.78 (Halloween dance, private donations, parade bursary, Walmart matching grant, McDonald's day, teachers volleyball tourney, Samko & Miko and Coffee & Epicure) ***does not include popcorn \$\$ as I do not have a figure *****
4. Next fundraising endeavor proposed is a lottery. We are proposing to send one book of tickets home to with each child (books are 5 tickets \$5.00 dollars each). Hoping to set up a table at Walmart and Ross' to sell any returned tickets. If we print 800 booklets we would make \$20,000.00. Marilyn to look into the regulations with finance at the board and Tara to look into lottery licence.

Event Coordinator

Movie Night

There will be a movie night this Friday, January 25th, the letter for which will go out in the grade 1 to 5 mailbags January 24th. A letter will be handed out to parents at movie night regarding the book sale which will be held letter in the year possibly during education week. Books will also be collected at movie night



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Valentine's Day Dance

A motion was put forward by Lana Lotan and seconded by Robin Webster that the proceeds from the dance will go towards the schools level reading program. The motion passed.

Admission to this year's dance will be donation of a book for the book sale.

A motion was put forward by Lainie Taylor-Ryan and seconded by April Luchies Gagné to set aside \$200 to pay for incidentals for the dance. The motion passed.

Popcorn Sold at Events

There was a discussion around the popcorn sold at events, the size of bags used, the amount charged, and the profit margin we make per bag. Tara received information from the popcorn supplier that if we used there 7" bags our cost should be about \$0.19 a bag including the cost of popcorn. A cost break down on our current method will be done at movie night on Friday night and if our costs will be the same will make the switch to the new bags.

Food Program Update

Dale and Denise will talk about updating the food program section of Council's web site; changes will be made before February's meeting.

The Kernels program will start up again as soon as Jewel is back from vacation. She will pick a start date and organize it. The teachers are on board to help.

There was discussion around a letter to be sent out to parents regarding session #2's food program. The letter state's that orders received after February 22nd will not be accepted. This deadline is new to the food program this session but will make the program run much smoother for the volunteers involved. Council agreed and the letter will go out with the order form soon.

The discussion regarding how much of this year's food program proceeds will go towards the new play structure(s) was postponed until February's meeting.

OCASC Report

OCASC Report for December 13, 2012

- Chalk It Up session:
 - Advisory Committee on the Arts in OCDSB offers free presentations to all councils on how to supports arts programs within schools
 - Trevor Holt (Steve MacLean Public School) presented an Online Pizza Ordering system that is used at Steve MacLean Public School that is proving to be very successful and easy to use
 - Parents can use this paperless system that accurately records the information **OR** continue to use the original paper forms



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- Christina Mennie (Jockvale) asked about other fundraising ideas that other OCASC schools have used
 - Ideas included: Chapters coupons, Home Depot and Home Hardware percentage programs and other retail or restaurant ideas
- The Chair of OCASC gave her report on OCASC activities – Nothing relevant to Jockvale
- Report from the Executive - Nothing relevant to Jockvale
- Parent Involvement Committee (PIC)
 - Open to membership
 - All 5th year schools with Third-Party or City of Ottawa After-School Care programs are at risk of loosing their after-school programs if they are on school property (Dale can elaborate further)
- OCASC executive members debriefed on the People For Education conference that was held on November 3-4, 2012
 - Discussions focused on Bill 115
- The remainder of the OCASC meeting was devoted to the annual Christmas Social Event

Next Meeting: January 17, 2013

January's meeting was not attended due to illness.

Treasurer's Report – Jewel Lau

Treasurer's Report has been attached as Appendix B.

A motion was put forward by Robin Webster and seconded by April Luchies Gagné to provide \$100 per each teaching teacher to spend on their classroom as approved by Mrs. Burans. This amount is not to exceed \$2800.00 in total. Dale is to have the necessary forms produced so teachers can submit their receipts to Council.

Follow Up on Action Items from Previous Meeting(s)

- **Epicure/Coffee fundraisers:** These fundraisers are complete. All orders have been picked up. Some Council members noted that their cheques have not yet been cashed. Dale will speak to Jewel to find out the status of this.

New and Continuing Business

1. The question was put forward of how much of the food program revenues would go toward the play structure this year. **Dale is to look into this and give Council an answer at the February meeting.**
2. The M&M Meats discussion in regards to the spring fling is to be **carried forward to February's meeting.**
3. The Extreme Pita fundraiser discussion was **carried forward to February's meeting.**
4. More information to be gathered by Wendy and Rebecca in regards to the Parental Survey. **This item will be carried forward to April's meeting where more information will be presented by Wendy and Rebecca.**



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5. The question was brought up as to whether Council should replenish the Schools toboggans. **It was decided that this discussion would be carried forward to February's meeting so that Mrs. Burans can gather information.**
6. The Ministry has come out with new guidelines regarding security in schools so any discussion by Council in regards to security will be tabled for now, until we see what guidelines and improvements are put in place by the Ministry. **Revisit in February if there is any more information from the Ministry.**
7. Lana and Dale are to meet with Mrs. Burans to see what can be done in regards to continuing some extra curricular activities or clubs where parents come forward to volunteer. **Lana, Dale, and Mrs. Burans will come back to us in February with more information.**

Mr. Holden made comments regarding teacher participation in extracurricular activities. The following is copied from a February 4th e-mail sent to the secretary for the minutes summing up those comments;

"Current labour relations between the province and teachers have been very difficult for all parties involved. Due to those issues, teachers at Jockvale Elementary School have chosen to not to make this year business as usual. Teachers in the province have been asked to focus on our core responsibilities of teaching the Ontario Curriculum and student safety. As it stands right now this decision will be reviewed on March 1, 2013. As such, extra curricular clubs and sports will not take place at Jockvale nor will field trips for the time being."

Adjournment

Motion to adjourn was put forward by Tara Ouellette, seconded by Lana Lotan. Motion passed.

Meeting was adjourned around 8:12 pm.

Next Meeting

Date: Wednesday February 20th, 2013

Appendix "A" - Principal's Report:

Principal's Report January 23, 2013

December and January

- Jockvale's Toy Mountain Campaign was a resounding success. We "hailed off" a number of bags full of outstanding toys
- Standing room only for our two Holiday Concerts
- Enrolment is 502
- Swimming has started up this month
- SK EFI Kindergarten information night is Tuesday January 29th at 6:00 in the Library
- Kindergarten registration begins next week, Monday 28th - Jockvale's boundary has been extended into the growing Half Moon Bay area.

Confidential

Visit: [Jockvale Elementary School Council](#)

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- Report cards for SK to Grade 5 go home next week
- Transfer period runs from February 11 – 22. We can accept transfers for students in Grade 1 – 5 if we receive allocation space, which I doubt will occur. At this point, no transfers are permitted into our full day JK or SK programs
- Toonie Tuesday, February 26th. Students are asked to bring a toonie which goes to the OCDSB Education Foundation, Students in Crisis Fund.

Appendix "B" - Treasurer's Report (abbreviated)

Date	Sep-11	Deposits	Cheques
	Opening Balance	5,349.83	
9/18/2012	National Grocers (1530)		1,263.45
2/16/2012	Amy McLean (1462) hotdog program		107.91
3/27/2012	Pizza Program Refund - cash		82.00
	qsp	12.11	
	Lunch Lady	338.45	
	M&J Gallant Foods Inc	550.00	
	Murphy - popcorn	30.00	
	Candyland - spring fling	90.00	
	Kernels popcorn	12.00	
	reserve 2013-14		2,000.00
9/22/2011			
	Total	6,382.39	3,453.36

Date	Oct-11	Deposits	Cheques
	child care (1531)		20.00
	child care (1532)		20.00
	Mr. Mozzerella (1533)		659.92
10/1/2011	Robin Webster - food prg. (1534)		231.78
	Robin Webster - food prg. (1535)		84.41
10/22/2012	Cash - Holloween dance float (1536)		200.00
	Mr. Mozzerella (1537)		361.00
	Mr. Mozzerella (1538)		361.60
	Mr. Mozzarella (1539)		370.64
	returned cheque		40.00
	returned cheque		32.00
	Food Program	16,460.00	
	spirit wear	15.00	
	Food Program	580.00	
10/31/2012	interest	0.94	
	Total	17,055.94	2,381.35



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Date	Nov-11	Deposits	Cheques
	bank error	30.00	
11/9/2012	popcorn Nov 6	461.00	
11/9/2012	food program	937.50	
11/9/2012	halloween dance	2,863.78	
11/9/2012	play structure	1,520.00	
	popcorn	26.00	
11/20/2012	popcorn Nov 13th & Nov 20th	636.10	
	spirit wear	150.00	
10/24/2012	child care(1541)		20.00
	child care(1542)		20.00
10/29/2012	Denise Vranas (1543) domain name		12.23
11/7/2012	ACF copyright license (1544)		706.25
11/7/2012	Ontario Board Ins. (1545)		185.00
	OCASC membership (1546)		35.00
11/7/2012	Kernels (1547)		477.31
	Rebecca - movie float (1548)		200.00
11/14/2012	returned cheque		40.00
	Mr. Mozzerella (1549)		361.60
	#1550		1,075.56
	movie night pizza (1552)		180.80
	Tara Oulette - movie popcorn (1553)		81.76
	Angie Hollis PSF (1554)		70.38
	Angie Hollis PSF (1555)VOID		0.00
	Kernels (1556)		238.66
	Kernels (1557)		143.19
	Return cheque - Bertrand		40.00
	Returned Cheque - Wellstead		32.00
	Returned Cheque - Wellstead		40.00
	Ross' Independent - food prg.		453.24
	Robin Webster - food prg. (1540)		
11/28/2012	Child care (1559)		20.00
	Child care (1560)		20.00
	chk 1561 VOID		
	chk 1562 VOID		
	Total	6,624.38	4,452.98



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Date	Dec-11	Deposits	Cheques
12/10/2012	Atlas Foods (1565)		401.76
	movie night float		200.00
	Ross Independent - parade	1,000.00	
	spiritwear	45.00	
	movie night	650.00	
12/6/2012	fundraising play structure	3,428.00	
	lunch program	302.00	
	spiritwear	15.00	
	epicure	1,055.00	
	playstructure fundraising	174.00	
12/10/2012	epicure	240.00	
	popcorn	61.00	
	Bradley Sokalski (TV for foyer)1551		487.52
12/10/2012	Jockvale Elementary Needful fund (1558)		500.00
	No Go Coffee (1563)		540.50
	Lynda Ross Epicure (1564)		1,200.00
	Atlas Foods (1565)		401.76
	Ross Independent (1566)		514.56
12/6/2012	popcorn nov27, dec4	623.50	
12/10/2012	spiritwear	30.00	
	epicure	20.00	
	no Go Coffee	880.00	
Total		8,523.50	4,246.10

Date	Jan-12	Deposits	Cheques
1/18/2013	Ross Independent Grocer (1570)		163.97
	Atlas Foods (1569)		200.88
	Mr. Mozzarella		352.56
	Mr. Mozzarella		361.60
1/18/2013	Kernels Popcorn (1571)		572.77
	volleyball tournament	1,618.50	
	epicure	456.00	
	playground fundraiser	66.00	
	no go coffee	40.00	
	mabels labels	41.35	
Total		2,221.85	1,651.78

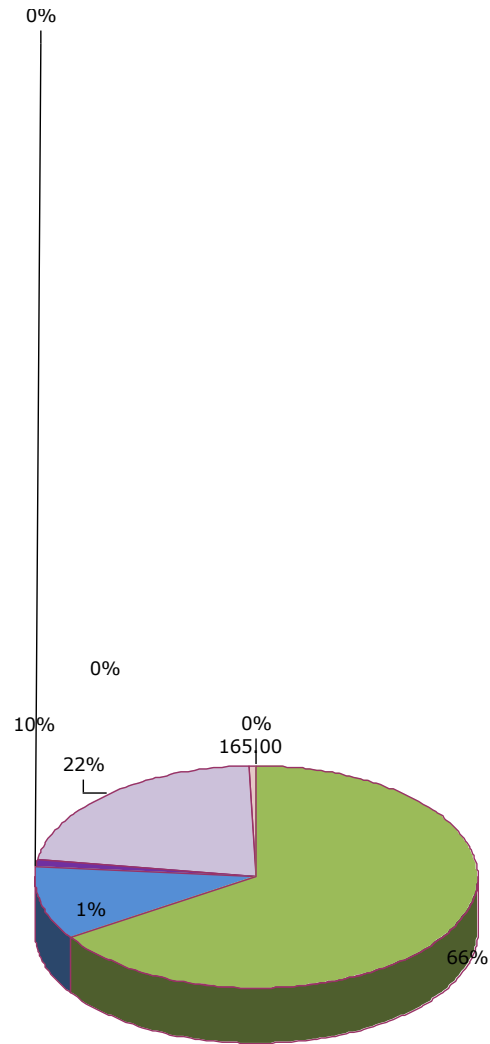


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Totals	Deposits	Cheques
\$24,622.49	40,808.06	16,185.57



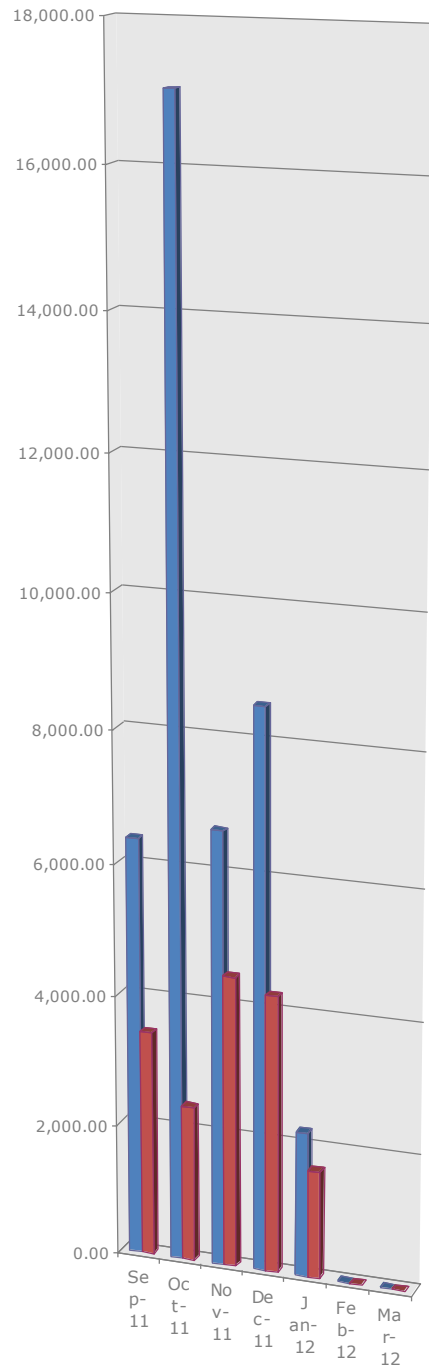
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- Income
- food program
- Dances
- Movie Nights
- Kernels popcorn
- lunch lady
- play structure
- spirit wear



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Income

food program	17,977.50
Dances	2,863.78
Movie Nights	
Kernels popcorn	#REF!
lunch lady	338.45
play structure	5,948.00
spirit wear	165.00
qsp	12.11

Expenses

food program	#REF!
Dances	200.00
Movie Nights	988.01
Kernels popcorn	859.16
play structure	70.38

Appendix "C" - Motions

Funds motion during this meeting:

Motion 01: \$200.00

Motion 02: \$

Motion 03: \$

Expected remaining funds after committing these funds: \$

Date of Meeting: January 23rd, 2013
Motion Reference Number: 03-01
Motion Wording: To set aside \$200.00 for incidentals for the Valentine's day dance.
Moved by: Lainie Taylor-Ryan Seconded by: April Luchies
Motion: passed
ACTION:



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Motion Reference Number: 03-01

Motion Wording: Proceeds from this years Valentine's day dance will go to the school's level reading program.

Moved by: Lainie Taylor-Ryan

Seconded by: April Luchies

Motion: passed

ACTION:

Date of Meeting: January 23rd, 2013

Motion Reference Number: 03-01

Motion Wording: To set aside \$2800.00 to provide \$100 per teaching teacher to spend on their classroom as approved by Mrs. Burans.

Moved by: Robin Webster

Seconded by: April Luchies

Motion: passed

ACTION: Dale is to have the necessary forms produced so teachers can submit their receipts to Council.