



**Meeting Location:** JES Library  
**School District:** OCDSB

## JESC Meeting Minutes

### Jockvale Elementary School Council Meeting Minutes

March 30<sup>th</sup>, 2016 at 6:45pm

#### In the Chair

Jennifer Heale - Vice Chair

#### Meeting Participants

Attendees	Unable to Attend
<u>Executive Members</u> Jennifer Heale Cindy Frazer Joe Allan Melissa Keown Shane Richer	<u>Executive Members</u> Crystal Sarazin Jewel Bandy Sadaf Ebrahim
<u>Parent Members</u> Krista MacIsaac Rotem Brajtman Azra Temple Denise Vranas Jackie Properza	<u>Parent Members</u> Jackie Waitman
<u>School Administration</u> Connie Daymond - Principal Beatrice Ocquaye - V.P. Lisa Levitan - Teacher Gerald Meilleur - Teacher	<u>School Administration</u> Brenda Feldbruegge - Admin Staff Rep.
<u>Others</u> Sofia Atiyat Tania Bennet - Half Moon Bay Community Rep Karina Beck - Half Moon Bay Community Rep.	

**Secretary's Note:** We had the Chair on speaker phone so we had quorum for one quick motion to nominate Joe Allan to the position of OCASC Rep. The motion was put forward by Shane Richer (who was present) and seconded by Krista MacIsaac (also present) and carried by Council with no objections. Following this motion and vote the chair hung up from the meeting and we were able to carry on with quorum.



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## Agenda Approval

Motion to approve the agenda was put forward by Shane Richer and seconded by Melissa Keown. Motion was carried by Council.

## Minutes Acceptance

Joe Allan motioned to approve the minutes from the January 27<sup>th</sup> and March 2<sup>nd</sup> meetings, Azra Temple seconded the motion. The motion was carried by Council.

## Council Business

Crystal was not at the meeting so there was no update regarding the Annual Report for 2014/15 (it has not yet been tabled at the Council table).

Krista presented some sample thank you cards that she had printed on the card stock purchased by the school on her printer (sample attached as **Appendix A**). Council really liked the cards and with a few small changes they were accepted as the cards Council will use going forward. Council voted to give Krista 'up to' \$100 for an ink cartridge for her printer so she can print the thank you cards if the printer at the school cannot handle the card stock.

**Cindy motioned to provide 'up to \$100 to Krista for ink to print the thank you cards'. The motion was seconded by Melissa and carried by council.**

## Treasurer's Report

The treasure was not present at the meeting so there was no treasure's report and no updated financial statement was send out prior to the meeting.

## Message from the Office

The Principal for Half Moon Bay attend the meeting to introduce herself to parents. Things are very busy as they conduct interviews to hire staff. She asked questions about our Council and how we work and took down Council's email address so she could send us questions in the future. One of the points that came out of discussions was that the kids leaving Jockvale next year will miss their friends staying behind so maybe we could invite them to some of our events and their Council could invite us to some of theirs. This developed into the idea that maybe the Chairs from Barrhaven Public, Half Moon Bay and Jockvale could meet two or three times next year to share ideas and keep each other up to date on the events being held.

Interviews for teaching and ECE positions at the new Half Moon Bay elementary school are taking place during the week of March 28<sup>th</sup> to April 1<sup>st</sup>. Interviews for any potential teaching and ECE positions at Jockvale will take place April 1<sup>st</sup>.



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Ten teachers from Jockvale applied for positions at the new school in Half Moon Bay. Jockvale teachers should be informed by April 8<sup>th</sup> if they are being offered a position at the Half Moon Bay School.

As it looks at the moment Jockvale will likely be losing 8 maybe 9 teachers for the 2016-17 school year due to the restructuring of the kindergarten program and the move of about 200 students to the new Half Moon Bay School.

Jockvale continues to get transfer requests for students that live within the boundary of the new Half Moon Bay school but who would like to stay at Jockvale. All of these requests are being initially rejected however parents may appeal the decision.

There is no new news at the moment on board negotiations with the city regarding use of the gym. Negotiations are currently on-going.

Ms. Daymond had asked at the March 2nd Council meeting if Council would be interested in making a donation to a family in the school whose son was recently the victim of homicide on Ritchie St. to help cover the funeral costs. His two little sisters are Jockvale students. Council asked if Ms. Daymond felt the family still needed help and she indicated yes so Council proceeded with a short discussion regarding how much we would donate to this family. **Jennifer Heale motioned to donate \$200 to this family; the motion was seconded by Melissa Keown and carried by Council.** Ms. Daymond asked that a cheque be written to the school and she would ensure that the money makes it to the family.

During the March 2<sup>nd</sup> meeting Ms. Daymond asked if Council would consider providing the school with \$500 to hire a supply teacher for two days to allow Mr. Wilker time to visit all the class rooms to take an inventory of technology (i.e. see what is working and what is not, what cables are needed, help teachers that are having technical issues with devices, etc....). This will allow him to gather the information that is needed to prepare an updated tech wish list that will be presented to Council at the end of June. **Cindy motioned 'pending an updated financial statement to give the school \$500 towards hiring a supply teacher to replace Mr. Wilker so he can do an inventory of technology in the school and prepare an updated tech wish list for Council.' The motion was seconded by Shane and carried by Council.**

### Fundraising Chair

#### Boston Pizza Technology Fundraiser

Approximately 10 teachers have come forward to volunteer and Boston Pizza will let us know by April 1<sup>st</sup> how many seats have been reserved.

#### Bulb Fundraiser

The official deadline to send in order forms for this fundraiser was March 29<sup>th</sup> but Rotem will continue to collect forms for another week.



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#### Read-A-Thon

It was decided to hold off on this event until next year. Ms. Daymond would like to see this fundraiser tied to the fundraiser that Indigo does with the school (not the Council fundraiser) in September.

#### April 22<sup>nd</sup> Event - Will be a Movie Night

It was decided that this will be a movie night and Council will show the movie 'Inside Out'. Shane has offered to deal with tech set up and Melissa will deal with tech tear down. Doors will open at 6PM and movie will start at 6:30PM.

#### May 20<sup>th</sup> Event

It was decided to leave the date of this event as is. There was no definite decision on what this event will be. Jennifer Heale is going to look into organizing a bowling night at Merivale Bowling. A decision on the exact type of event will be made at the next meeting.

#### Spring Fling

There was a fair amount of discussion regarding this upcoming event and in the interest of time it was suggested that an organizing committee be struck and discussion be taken off line until that committee can bring Council a fully developed proposal for the event.

#### **Spring Fling Sub Committee Members are;**

Jen Heale  
Sofia Ayiat  
Krista MacIssac  
Melissa Keown

The teacher that was present at the meeting Ms. Levitan mentioned that she might be able to get us bouncy castles for free. She will look into this possibility and get back to members of the organizing committee.

There was discussion regarding adding an e-waste and 'bags to earth' fundraiser as part of spring fling. This item was on the agenda as a sub item to Spring Fling as the initial idea was to have it run as part of spring fling however at the meeting the idea was also presented that it might run as a separate event. Many ideas were discussed but in the end no decisions were made and it deemed likely that this would be a difficult fundraiser to run over a period of time at the school as it would be difficult to collect them in the lobby and get them transported and stored somewhere. Further discussion was postponed until the next meeting.

#### QSP - Magazines

It was decided that any further discussion on this would be postponed until next year.



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### Food Program Update

There was nothing else to report on the Subway program right now. All orders for the next session have been collected and the cash and cheques have been turned over to the Vice Chair at this meeting for deposit into Council's bank account.

Cindy brought up the idea of a lunch program with Boston Pizza and was asked to hold off on this until September.

### OCASC Report

The March OCASC meeting was cancelled due to weather so there was no report.

### Follow Up on Action Items from Previous Meeting(s)

Council annually gives each class room \$100 for items in the classroom. Teachers send Council receipts and we reimburse them up to \$100 per classroom. There was minimal discussion on this item as the time was quickly running out. The school quickly estimated that this initiative would cost Council about \$3700. Cindy suggested that we had already allocated about \$2900 of Council's funds at this meeting (pending an updated financial report) and perhaps we should wait until we have a complete and updated report from the treasurer before we allocate any more money. **Rotem motioned to allocate \$3700 for the \$100 per classroom initiative. No one seconded the motion therefore the motion was defeated.**

Further discussion on this initiative was postponed until the next meeting.

### Teacher's Funding Priorities Sub-Committee Report

Mr. Wilker, Council's teacher rep was not present at the meeting and there was no report.

Mr. Meilleur presented a teacher's request (attached as **Appendix B**) for gym equipment. The original request was for \$1824.82 to purchase 10 gym mats and two 10' wood balance benches. There was also discussion regarding the purchase of two specially built boxes to store the mats. Ms. Daymond indicated that there is a specific contractor that the school must go through to purchase the boxes and that the school would purchase one of the boxes if Council purchased the other however she was not sure at this time what that cost would be. Council went on to discuss how the money being requested should be spent (i.e. half the mats, one bench, one box versus all of the mats and one box, etc, etc,...) in the end it was decided that Council would give the school \$2100 towards the purchase of 'gym equipment' (i.e. meaning the purchase of 10 mats, two benches and the wooded boxes to hold the mats) and they would purchase what they could for the moment with that and come back to us if they needed more money.



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A motion was put forward by Shane Richer and seconded by Azra Temple that **'pending an updated financial statement Council give the school \$2100 towards the purchase of the gym equipment in Mr. Meilleur's teacher's request'. The motion was carried by Council with no objections.**

### Communications Chair Report

In looking at the school's new website and the attached Council link Cindy and Melissa have noticed that there are several parts of Council website that are very outdated. Cindy said she would talk to Denise before the next meeting to see how we can go about updating the website.

### New and Continuing Business

#### Teacher Appreciation Lunch

It was decided that this would be a pot luck lunch that parents would be asked to donate items for. A subcommittee was struck to organize this event.

The teacher appreciation subcommittee members are;

Jen Heale  
Azra Temple  
Sofia Ayiat

### Adjournment

Motion to adjourn was put forward by Krista and seconded by Azra. Motion was carried by Council.

Meeting was adjourned at 9:03

### Next Meeting

**Date: Wednesday March 30, 2016**



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## Appendix A – Thank You Cards

### Card Cover

# THANK YOU

### Inside of card

Thank you for your support from the Jockvale Elementary School Council





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## **Appendix B – Teacher Request**

### Timestamp

3/7/2016 15:42:19 (EST)

**Requesters:** Please write the names of at least 8 staff members who have agreed to make this request

Gerald Meilleur, Bowman Wilker, Shauna Charlebois, Crystal Phillips, Allison Sinclair, Pamela Lamb, Cindy Noble, Alina Gruder

**Please write below a brief description of the item(s) that your are requesting. Please include in the description how the item will be used. Please include all estimated costs.**

Dearest Jockvale Parent Council, my name is Gerald Meilleur. I represent the phys.ed committee, and I speak for the trees... I mean the students of Jockvale. In my opinion, I find the state of our gymnastic mats unacceptable and unsafe. In addition, they are a burden to store, can not be conveniently moved from their location on the current trolley cart, and therefore are rarely used. OPHEA has gymnastic mats as a staple of a phys.ed program. That is to say they should be used often by the staff and students of a school to promote physical literacy and learn fundamental movement skills. (Can you tell I'm working on persuasive writing?)

I would like to put forth a two or three year plan to replace the mats we currently possess as well as have school board carpenters build two small boxes which will store the mats vertically, with better casters and make it easier to bring many mats to our teaching area rather than bring them out one at a time or try to negotiate that tight turn around the door and through the equipment.

4' X 4' X 2" Velcro 4 Sides  
\$113.90

We could begin by replacing 10 mats for a cost of \$911.20 with the 20% discount and no shipping costs. Add \$118.46 for HST for a Total of \$1029.66. The cost of the trolleys is still undetermined at this time.

Also, wood benches are also on sale! We currently have two benches in the gym. One is very





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wobbly and so it is only safe for sitting on. Primaries often use benches for balance activities and for jumping and landing learning activities and I know Juniors use them quite regularly for a variety of fitness stations, low organizational games, and obstacle challenges.

A 10' wood balance bench costs \$351.84 with the discount, \$397.58 with HST. I would propose we get two new ones that can be permanently stored along the walls in the gym

Please write the names of the presenter(s) who will communicate and explain the request at a Parent Council Meeting

Gerald Meilleur

Please write the date of the Parent Council meeting that presenters will attend

4/6/2016 0:00:00 (EDT)