

Manor Park Parent Council and Manor Park Home & School Association

May 10, 2017

MPPC

In attendance

- Mary Ruth Endicott, Dan Martin, Sue Massaad, Sue Noble, Kathryn Pizana, Caroline Sullivan, Steve Bezanson, Heather Mustoe, Andrew Matthews, Edith Post, Bruce Devenny, and Marie-France Jeurond

Manor Park Parent Council

- MPPC Chair Sue Noble called the meeting to order at 7:01 p.m.

Approval of Minutes of the April 2017 Meeting

- The minutes of the April 12, 2017 meeting were circulated ahead of time and presented for approval.
- Motion to approve the April 12, 2017 minutes was put forth by Andrew Matthews and seconded by Edith Post and unanimously accepted.

Administrative Items

- March Minutes and Library Request for \$100 – approved via email – Sue Noble
 - o March minutes were passed and approved by email
 - o Library request for \$100 was put forth and approved by email
- Incorporation Status – Gowling Update – dissolution motion to be put forth – Sue Noble
 - o Once the bank account has been closed (see below), the Home and School Association can be officially closed
 - o Sue Noble put forth a motion to officially close the Home and School Association as of August 31st, 2017 seconded by Caroline Sullivan and unanimously accepted.
 - o As of September 1st, 2017 there will just be the Manor Park School council and only one bank account will exist
- TD Bank Update – Sue Noble
 - o New account opened at TD
 - Money has been transferred as well as GICs
 - o We still have our older account, but must wait for cheques to clear before we can close it
- Roots of Empathy – Andrew Matthews
 - o Andrew has been gaining information on this program to increase empathy in school-aged children
 - o 27 class visits, 9 of which are done by a mother and baby

- This program has reached over 800 000 students in over 25 countries and has shown favorable results for empathy development
- Manor Park will need an instructor
- Andrew offered to be the lead to oversee this program at Manor Park and try to find an instructor
- OCASC Update – Andrea Genereaux
 - Andrea was not present to provide an update at this month’s meeting
- PRO-Grant 2017/2018 applications – due May 25– Sharon Leslie and Caroline Sullivan
 - Sharon and Caroline are working on submitting an application
 - Speaker event is recommended with childcare and pizza
- PRO-Grant 2016/2017 – Final report to be submitted – Sharon Leslie and Caroline Sullivan
 - Sharon and Caroline will work on the final report which is due at the end of the year
- Staff Appreciation Breakfast/Lunch – Friday, June 9?
 - On June 9th, EAs will not be present
 - We will do a muffin breakfast for the EAs in the Whisper room
 - June 9th the staff appreciation breakfast will occur

Principal’s report

- Beauty and the Beast
 - It was a huge success! Students preformed the musical 3 times during the week to a combined audience of over 1000 people! The production involved more than 80 students from grades 3-6 who either performed in the play or helped out behind the scenes. Many of the students had been practicing since January and it was great to see all of their hard work pay off!
- School Climate Survey:
 - This spring, we are undertaking a student school climate survey using the Our School (formerly Tell Them From Me) survey instrument. The survey is an opportunity to engage students in grades 4-6 and allow them to have a voice in school climate and student well-being planning. The survey will be administered centrally from May 8th- 12th. Results will be shared with Parent Council at a later date.
- EQAO
 - EQAO is scheduled from May 23-June 5th. Our grade 6 classes will be writing the test on May 25th-26th, R2/3 will be writing May 24, 25 and 29th, while our EFI grade 3s will be writing May 29-31st. We kindly request that parents refrain from making any appointments during the day, during this time.
- Volunteer Appreciation Night

- The OCDSB is hosting a Volunteer Appreciation Reception on Wednesday, May 31st, at 6:30pm at Confederation Education Centre. You can register at https://www.surveymonkey.com/r/2016-2017_Community_Recognition_Awards_Registration
- Volunteer Appreciation at Manor Park
 - The staff of Manor Park would like to invite all volunteers to a volunteer breakfast on Thursday, May 18th. Please RSVP at 613-746-8131.
- Staffing Changes for 2017-18
 - I am pleased to say that both our Vice Principal, Dan Martin, and I, will both be staying next year.
- New Staff
 - 1.0 Grade 1 EFI- Morgan Campaner
 - 1.0 Grade ½ EFI- Jennifer Chambers
 - 1.0 Grade 5/6 - Leanne Shackleton
- Vacancies
 - 0.34 English (Grade 1 Math and prep coverage)
 - 0.26 French (French: non-homeroom)
 - 0.7 LTO
- Teachers on Leave
 - Lisa Hotte → LTO (TBD)
 - Candice Nesbitt → LTO (TBD)
 - Lisa Potter (0.4) → LTO (TBD)
 - Meghan Gomes (0.3) → LTO (TBD)
- Staff Leaving:
 - ***LTO teachers leaving:*** Amanda Baxter, Lia Marie Talia, Chris Rowsome, Whitney Fleras , Chantal Seguin (EA-term), Christina Fisher (EA-term), Jenna Neerhof,

New Business

- Gravel cleaning in the yard. Dan Martin said it will be done before May Fair
Next meeting scheduled for June 14th but there is a conflict. Sue Noble proposed June 13, June 15, or June 21. Parent council decided to have the last meeting of the year on June 15th.

Meeting adjourned at 7:44 p.m.

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May 10, 2017

MPH&SA

Manor Park Home and School Association

Meeting officially opened at 7:44 p.m.

Financial Update

Heather Mustoe presented the financial statement dated May 10, 2017.

- Budget balances at \$15, 765.19
- Some updates from the school musical will be added
- We have about \$4000 left to spend (must include lawyer fees to Gowlings for dissolution of the Home and School Association)
- Sue Noble clarified that some fundraising amounts are not exact given that resources are shared between fundraisers (for example, movie nights use Pizza juice) which in turn would reduce Pizza revenue slightly, but in the end, as long as we recognize all revenue, it's not a huge deal which fundraiser it comes from.
- End of year budget planning meeting for next year will occur before the next council meeting. Volunteers include Mary Ruth, Edith, Heather, Sue, Marie-France, and Andrew. Meeting has been set for June 8th at 7pm.
- Nancy is wondering about a budget for blackout curtains for the gym for movie night. Sue Massaad will ask the board if they would cover these costs. If not, parent council may cover these costs.

New Funding Requests

- o No new requests were made

Fundraising Updates

- **Pizza update** –Wendy Colthart
 - o Going smoothly, nothing new to report. We are into the 3rd pizza period now.
 - o Discussion around eliminating the sale of juice as part of pizza day. To be discussed again next time
- **Plant Sale** – Sue Noble on behalf of Emily Beedell
 - o Set for May 20th on school grounds by Hemlock street
 - o Knippel nursery
 - o Annuals and edible plants

- Looking for volunteers for the afternoon
- **May Fair** – Sue Noble on behalf of Rachel Ouellette
 - Saturday May 27th, 2017. Organizing committee working hard and everything is moving along smoothly.
 - Still looking for a surprise jars convener and someone to help with the silent auction the day of (Bruce and Steve)
- **Musical bake sale** - Kathryn Pizana
 - Raised \$900, happy to do it again next year.
- **Movie Night** – Nancy O'Brien
 - Friday May 12th, Moana in the school gym. Doors open at 6pm, movie will be at 6:30pm
 - Pizza, popcorn, juice and water, and mini chocolate bars
- **Popcorn Friday** – Wendy Colthart
 - Wendy will organize a popcorn Friday with leftover popcorn after movie night and Mayfair
- **Freezie Friday** – Caroline Sullivan
 - Re-evaluate whether we hold this event or not following May Fair.

Meeting adjourned at 8:40 p.m.

Action Items

- Andrew to follow up with Roots of Empathy to find a facilitator and parent/child
- Parent Council will host the Staff Appreciation Breakfast scheduled for Friday, June 9 (with an additional smaller event for EAs to follow)
- Edith, Mary Ruth, Marie-France, Andrew, Heather, Wendy, Kathryn and Sue to participate in a budget planning meeting on Thursday, June 8 at 7:00 pm at Sue's house (address provided). All are welcome!
- Sharon and Caroline to submit our PRO-Grant application by May 25, 2017
- Sharon and Caroline to submit a 2016/2017 PRO-Grant summary report to the Board
- Sue, Kathryn, Wendy and Heather to ensure closing of the existing MPH&SA bank account on August 31, 2017 and transfer of any remaining funds to our new Manor Park School Council account

Reminder: Next Council meeting is Thursday, June 15 at 7:00pm.