

Manor Park Parent Council and Manor Park Home & School Association

January 18, 2017

MPPC

In attendance

- Wendy Colthart, Mary Ruth Endicott, Dan Martin, Sue Massaad, Sue Noble, Kathryn Pizana, Caroline Sullivan, Suehila Elkatab, Heather Mustoe, Andrew Matthews, Edith Post, Erin Yoshida, Sarah Lawrence, Natalie Shillington, 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 November 2016 Meeting

- The minutes of the November 2016 meeting were circulated ahead of time and presented for approval.
- Motion to approve the November 2016 minutes was put forth by Wendy Colthart and seconded by Marie Ruth Endicott and unanimously accepted.

Administrative Items

- Incorporation Status – Gowling Update – Sue Noble
 - o In the process of dissolving the Home and School Association
 - o Erin and Sue provided required documents to Gowling
 - o Gowling still requires the list of directors of Home and School Association from 2004 onwards
 - o Connor McGarry mentioned that the parent council needs to open an account before the dissolution of the Home and School Association
- OCASC Update – Andrea Genereaux
 - o No update
- Cards and gift cards for departing staff (Gluss, Hotte, Nesbitt, St. Louis) – Wendy Colthart
 - o Wendy has completed the cards on behalf of council and Sue Massaad will mail them.
- PRO-Grant – January 17, 2017 math night with Marian Small update – Sharon Leslie, Caroline Sullivan and Suehila Elkatab
 - o Dr. Marion Small

- Good turnout, the invitation was extended to Rockcliffe Public School and math teachers from RPS also attended the training during the day for teachers
- Slides from the workshop are available on her website www.onetwoinfinity.ca
- Council Goals – 2016/2017
 - **Draft Council Goals 2016/2017 for discussion – Sue Noble:**
 1. *Maintain positive working relationships with staff.*
 2. *Facilitate the dissolution of the Manor Park Home and School Association through the use of legal counsel.*
 3. *Support opportunities for music within the school whether this be supporting workshops, purchasing instruments, or seeking other avenues to bring music into the school.*
 4. *In collaboration with staff/teachers, council to develop a longer-term “technology plan” in order to track inventory and to ensure future needs will be met.*
- Some discussion occurred about accessibility of music in the school. Mr. Martin reminded us of OrKidstra as freely accessible programming at Rideau High School for children from our school.

Motion to approve the parent council goals for 2016/2017 was put forth by Mary Ruth Endicott and seconded by Andrew Matthews and unanimously accepted.

Principal’s report

- Planning for next year:
 - We are in the process of planning for next year!
 - **Kindergarten Information Night:** Thursday, January 26th at 6:30pm
 - **Grade 6 visit to Queen Elizabeth:** Friday, January 20th
 - **Parent Information Evening at Queen Elizabeth:** Thursday, January 26th, 6:00-7:30 pm : Open to parents of students entering Grade 7 English and French Immersion as well as Grade 4 Middle French Immersion
 - **Kindergarten Registration:** Monday, January 23rd-Friday January 27th, 9 a.m.-2:30 p.m.
 - **Middle French Immersion:** Registration is from February 13-17th. Students currently in Grade 3 English would go to Queen Elizabeth for grade 4 Middle Immersion.
 - **Student Transfer Application Period:** February 6th-17th. Student transfer applications are granted based on exceptional student learning needs and/or exceptional personal circumstances. Each application is considered on its own merit.
- Eastern Secondary School Review
 - The final public consultation meetings are now finished.
 - *Upcoming meetings*
 - Jan. 27, 2017 Final staff report is published

- Feb. 15, 2017 Committee of the Whole – Consider final staff report for Eastern Secondary Review
 - Mar. 7, 2017 Board Meeting – final decision for Eastern Secondary Review
- Staffing Changes:
 - Grade 1 EF1C: Amanda Baxter (LTO) is replacing Chantal Leger
 - Grade 1 & Gr. 5 ETFI: Alison Gurr (LTO) is replacing Jenn Neil who is expected back in early Feb.
 - Kindergarten: Samantha Brady (LTO) is replacing Sharon Oldford
 - Core French: Curtis Shillington (LTO) is replacing Fatimah Khedr
 - New EA: a new full time term (January- June) EA will be hired soon
- Ottawa Public Health Immunizations
 - Ottawa Public Health is moving to a paperless registration package
 - As you are aware, Ottawa Public Health (OPH) must ensure that students' immunizations are up to date as required by the Immunization of School Pupils Act (2014). In order to meet this requirement, it is important that parents of all students at your schools, submit their child's immunization record and any updates directly to OPH. Ottawa Public Health is assessing the immunization records of all students yearly, between October and March.
 - There are many ways you can update your child's immunization record to Ottawa Public Health:
 - Online at : www.ParentinginOttawa.ca/Immunization
 - Fax: 613-580-9660
 - Phone: 613-580-6744
 - ImmunizationCA App: appottawa.imunize.ca
 - Mail: Immunization Program, 7th Floor West, Mail Code 26-44, 100 Constellation Drive, Ottawa, On, K2G 6J8
- Kindergarten Reporting
 - This year there will be a new format to kindergarten reporting. Only year 2 students (SKs) will receive a formal report card, called a Communication of Learning, in February. Both year 1 and year 2 students will receive formal reports in June.
- Report Cards
 - Term 1 Report Cards will be sent home on Wednesday, February 15th.
- Parent Workshop
 - Wednesday, January 25th, 2017, 7:00 -9:00 pm in the library
 - ***Beyond ABC's and 123's: Building Learning Skills and Confidence in Your Child – focus on Executive Functioning skills for elementary school aged children***
 - The main predictor of later academic success is strong executive functioning skills, however studies are showing that children today are more dis-regulated than children 15 year ago.

- Executive functioning training will focus on how executive function and self-regulation skills are the mental processes that enable us to plan, focus attention, remember instructions, and juggle multiple tasks successfully, and are required to develop and use the learning skills listed on the report card. Each skill draws on elements of the others, and the successful application of executive function skills requires them to operate in coordination with each other.
- This presentation explains to parents what executive functions are and how to foster them in their school aged child, including explaining the gradual release of responsibility, using declarative language and building independence.
- Grade 6 Leaving Ceremony:
 - The grade 6 leaving ceremony will take place on Tuesday, June 27th at 9:15 am.

New Business

- School bus incident occurred last week and parents were asking for an update. It involved aggression by another bus driver towards the bus driver of our children on the Pink bus. A third party is investigating and neither the school, nor OSTA, has been debriefed at this point. Mr. Martin will follow up with OSTA and parents of children on the bus. Mr. Martin will also consider whether a debrief with the children involved would be a good idea.

Meeting adjourned at 7:45 p.m.

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MPH&SA

Manor Park Home and School Association

Meeting officially opened at 7:46 p.m.

Financial Update

Heather Mustoe presented the financial statement dated November 27, 2016. She noted that the Council had \$34 507.15 in assets. The following clarifications were then presented:

- Pizza money has been deposited
- 3D printing coding workshop put on by the University of Ottawa for Grades 5-6 children \$800.00

New Funding Requests

- Mr. D. - Kindergarten request for \$250 for new sleds
 - o Kathryn Pizana put forth the motion, seconded by Andrew Matthews.
Unanimously approved

New Bank Account

- Manor Park School Council to open its own chequing bank account (and eventually close the Home and School account)
 - o Caroline Sullivan put forth the motion to approve, seconded by Mary Ruth Endicott. Unanimously approved
- Caroline Sullivan to look into Alterna Bank as a possibility with low fee for the Council.

Fundraising Updates

- **Mabel Labels** – Sue Noble
 - o \$65.00 has come in from selling labels
- **Pizza update** – Wendy Colthart
 - o Payment is now coming from the office so we are no longer paying HST and we deposit less cash and incur lower fees
 - o \$4950 deposited last Monday
- **Tote bags** – Caroline Sullivan
 - o Tote bags sold for \$10 could receive \$4.20 profit per bag
 - o On hold for now to see if May Fair will go ahead before ordering them
 - o Caroline Sullivan to check with the company for best price and possible prototype
- **Dance-A-Thon** – Kathryn Pizana and Nancy O’Brien

- Friday February 10th until 1:30pm
- Looking for volunteers
- **May Fair** – Convener
 - Still looking for an organizer to oversee all of the different elements
 - Mary Devenny is interested in helping transition whoever takes it over

Meeting adjourned at 8:35 p.m.

Action Items

- Sue Noble and Erin Yoshida to prepare list of past Directors of the Home and School Association for Gowling.
- Mr. Martin will follow up with OSTA and parents of children on the Pink bus. Mr. Martin will also consider whether a debrief with the children involved would be a good idea.
- Caroline Sullivan to look into Alterna Bank as a possibility with low fee for the Council.
- Caroline Sullivan to check with totes as a fundraiser he company for best price and possible prototype
- Sue Noble to follow up with a parent (Rachel) who expressed interest in convening Mayfair

Reminder: Next Council meeting is Wednesday, March 8 at 7:00pm.