

Manor Park Parent Council and Manor Park Home & School Association

March 8, 2017

MPPC

In attendance

- Mary Ruth Endicott, Dan Martin, Sue Massaad, Sue Noble, Kathryn Pizana, Caroline Sullivan, Suehila Elkatab, Steve Bezanson, Heather Mustoe, Andrew Matthews, Edith Post, Sharon Leslie, 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 January 2017 Meeting

- The minutes of the January 2017 meeting were circulated ahead of time and presented for approval.

- Motion to approve the January 2017 minutes was put forth by Heather Mustoe and seconded by Edith Post and unanimously accepted.

Administrative Items

- School Bus Update re: January 13 2017 incident – Dan Martin
 - o OSTA released a statement saying that they have completed their investigation and some route adjustments have been made. The other bus company is following up with their employee.
 - o Steve Bezanson reported that parents feel reassured and feel that this issue was handled well and has been resolved.
 - o Dan Martin reported that children who witnessed the confrontation on the bus were debriefed.
- Financial Transparency – Sue Noble
 - o Sue reported that financial records are available to peruse should anyone want more information or have questions about council’s finances.
- Incorporation Status – Gowling Update – Sue Noble
 - o No big update to report.
 - o The list of past chairs is almost complete and once finished, Sue will forward to Gowling
- OCASC Update – Sue Noble on behalf of Andrea Genereaux
 - o There has been considerable discussion of ensuring that the Board seek representation of the broader communities, not just those heavily invested in the actions it is taking (i.e., in finding solutions to issues like accommodation review, gifted program, etc.)

- OCASC has been following the elementary school framework process closely and has been stressing its concern to the Board that the plans are potentially resulting in single-track schools; however, as a policy, OCASC does not advocate for specific positions.
- Our membership is expired and is \$35 to renew.
- Sharon put forth a motion to renew the membership and Nancy O'Brien seconded. Unanimously accepted.
- Alterna Bank – Caroline Sullivan
 - Caroline reviewed Alterna banking and a new chequing account to change our banking over from TD to Alterna for a great reduction in fees.
 - Andrew put forth a motion to renew the membership and Bruce Devenny seconded. Unanimously accepted.
 - Signing authorities for Manor Park council banking: Chair/Co-Chair, Vice-Chair, Past Chair, and Treasurer or any two of them. Motion put forth by Caroline Sullivan and seconded by Marie-France Jeaurond and unanimously accepted
 - All existing Manor Park Home and School Association funds to be transferred to Alterna checking account under the name of Manor Park School Council. Motion put forth by Edith Post and seconded by Nancy O'Brien and unanimously accepted.
 - Sue Noble to talk to TD bank about moving accounts to Alterna.
- PRO-Grant – 2016/2017 – ideas – Sue Noble
 - Caroline Sullivan presented Mindmasters-2 as an initiative for emotion regulation. CHEO is offering free training for educators and parents.
 - Caroline Sullivan will check with MPCC about childcare and using the remaining \$500 to cover food and childcare for the evening workshop.
 - The evening of March 29th is proposed as a date. Other local schools could be invited. Invitations could extend to parents and educators
 - Small gym and library have been booked.
- PRO-Grant 2017/2018 applications – due May 25– Sharon Leslie and Caroline Sullivan
 - Proposals are due soon. Caroline Sullivan suggested perhaps working on collaborative relationships between parents and teachers.
 - More proposals to be suggested at the next council meeting.
- Council Goals – 2016/2017 – Finalized
 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.

Principal's report

- Projected numbers for 2017-2018 include a total of 582 students, up from 568 from last year.
- We are currently started our planning for next year. Our staff spends a considerable amount of time making careful decisions about class placements for our students. We consider many factors in our efforts to create student groupings that will result in the best learning conditions for all. One of the things we like to consider is parental requests for student placements. While we cannot guarantee that requests will be fulfilled, having that information in April will ensure that it is considered. With that said, if you have a specific request for a placement for your child for next year, please notify me in writing along with the reasons for requesting a placement by 14 April 2017.
- School Accommodation Review
 - o Last night the Board voted to close Rideau High School effective September 2017.
 - o More information regarding transition planning will be available in the weeks ahead.
- On March 1st and 2nd, the Board voted to close 6 elementary schools as part of the Western Area Accommodation Review. More detail can be found on the Board website at ocdsb.ca.
- Staffing
 - o Regan McCulley has started her mat leave. Dawn Groleau will be replacing her starting March 20th until the end of the year.
 - o Jennifer Neill is currently off on leave. She continues to monitor her progress and hopes to be back in April.
 - o Celeste Gibson is recovering from her broken ankle and surgery. We hope to see Celeste return sometime in April or early May.
 - o Sharon Oldford has been off on an extended leave and is expected back to work on March 21st.
 - o Lisa Potter and Meghan Gomes will both be returning to Manor Park next year on a part time basis. Lisa will be returning 60% and Meghan will be returning to 70% of full time equivalent.
 - o Evening custodian Brian Denofrio has accepted a position at a local high school. We are pleased to welcome Jorge Molina who started with us this week.

New Business

- Andrew asked about Roots of Empathy program at Manor Park.
 - o Andrew will look into requirements for bringing Roots of Empathy to Manor Park.

Meeting adjourned at 7:47 p.m.

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MPH&SA

Manor Park Home and School Association

Meeting officially opened at 7:47 p.m.

Financial Update

Heather Mustoe presented the financial statement dated March 8th, 2017.

- Budget balances at \$16, 851.30

New Funding Requests

- Kindergarten requesting \$400 for dramatic play items and storage bins to rotate across the kindergarten classes.
 - o Motion put forth by Caroline Sullivan and seconded by Sharon Leslie. Unanimously approved.
- Marie-France is asking for \$300 for a safety net for costumes for the musical, should they require it.
 - o Motion put forth by Kathryn Pizana and seconded by Nancy O'Brien. Unanimously approved.
- Kindergarten is asking for sand toys for outside \$200.
 - o Motion put forth by Marie-France and seconded by Edith Post. Unanimously approved.

Fundraising Updates

- **Mabel Labels** – Sue Noble
 - o \$115 profits
- **QSP** – Sue Noble
 - o \$12.72 cheque just came through
- **Pizza update** – Sue Noble on behalf of Wendy Colthart
 - o Going smoothly, nothing new to report
- **Tote bags** – Caroline Sullivan
 - o Could make about \$650-\$1000 profit
 - o On hold until September 2017
- **Dance-A-Thon** – Kathryn Pizana and Nancy O'Brien
 - o Raised over \$10 000, \$9200 profit after paying expenses
- **May Fair** – Sue Noble on behalf of Rachel Ouellette

- Saturday May 27th, 2017. Organizing committee working hard and everything is moving along smoothly.
- **Musical bake sale**
 - Kathryn Pizana will organize the bake sale again for the school musical.
 - Caroline Sullivan will collect water jugs and paper cups for water dispensing at the musical.

Meeting adjourned at 8:30 p.m.

Action Items

- Andrea to renew our OCASC membership
- Sue N to call TD bank to explain that we are switching banks and to see if they are prepared to offer us incentive to stay
- Once a firm decision to switch banks is made, Caroline will follow-up with Natalie (from Alterna) so that the paperwork can get underway
- Sue N will follow up with Gowling and ensure the list of Board members since 2004 is complete
- Caroline to liaise with Mindmasters2 to prepare for an evening workshop on March 29 (Kathryn and Nancy to assist)
- All of Council to brainstorm ideas for the 2017/2018 Pro-Grant
- Andrew will look into Roots of Empathy to see if Manor Park "qualifies" for a participant
- Kathryn to lead the Musical Bake Sale with help from Caroline and Nancy to oversee the water station
- Marie-France to contact Bridgehead to arrange for free ice coffee on musical nights
- Sharon and Sue to create the Parent Council "business card" for the musical brochure

Reminder: Next Council meeting is Wednesday, April 12 at 7:00pm.