

**Katimavik School Council Meeting**  
**Thursday, May 23, 2013 at 7:00pm in K.E.S. Library**

**Attendance:**

Teri MacDonald  
Claudette Nyenhuis  
Carla Backmeier  
Harry de Roo \*  
Karen Bell-Cardinal  
Marcia Goodfellow  
Rebecca Leclair  
Kari Sparkes  
Jenny Moore  
Irene Jaroszuk  
Chantal Kaye  
Dorothy Forsyth \*  
Carmen Brubacher \*  
\*non-voting members

**Agenda:**

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| 1. Welcome   |  | (1 min)    |
| 2. Approval of Agenda                                    |  | (2 mins)   |
| 3. Approval of Minutes of last meeting                   |  | (2 mins)   |
| 4. Chair's report  | Claudette Nyenhuis/Teri MacDonald                | (40 mins)  |
|  | - CES/KES Community Festival June 12             |            |
|  | - Teachers' Appreciation Luncheon (Chantal Kaye) |            |
|  | - KES/CES Grade 7's June 26                      |            |
|  | - Run for Fun June 6                             |            |
|  | - Rink Update                                    |            |
|  | - Volunteers for next year                       |            |
| 5. Principal's Report                                    | Wendy Jewell                                     | (20 mins)  |
| 6. Teachers' Report                                      | Kari Sparkes/Chantal Haines                      | (10 mins)  |
| 7. OCASC report  |  | (15 mins)  |
| 8. Treasurer Report – Irene Jaroszuk                     |  | (15 mins)  |
|  | - Robotics Competition – request for funds       |            |
| 9. New Business  |  | (5 mins)   |
| 10. Adjournment – next meeting: Thursday, Sept. 26, 2013 |  | (20:50 pm) |

**1. Welcome:** The meeting was called to order at 7:08 p.m.

**2. Agenda change:** The Teacher's report was moved to item 4 after the approval of minutes of last meeting. This agenda change was motioned to approve by Teri MacDonald and seconded by Marcia Goodfellow.

**3. Meeting minutes change:** There were no changes made to the previous minutes. The minutes were approved with a motion by Teri MacDonald and seconded by Rebecca Leclair

#### **4. Teachers' Report – Mme Sparkes:**

The teachers would like to thank everyone involved for the luncheon. It was greatly appreciated.

Mme Haines has taken the grade 3's to the swim-to-survive program at the Kanata Leisure Centre. Katimavik was the only school in the pool at the time. It's a wonderful program and KES should try to stay involved in it next year.

EQAO starts on Monday for all grade 3's and 6's.

Mme Kirby has organized a robotics competition. It will be held in the gym on June 6 at 6 p.m. It's open to students in grades 7 & 8.

Mrs Quirk's class has raised \$600 for an orphanage in Kenya. There will be a ceremony with the class and representatives from the charity for the donation of the money. Media has been invited.

Run for Fun is coming up and there are lots of students involved.

#### **5. Chair's Report - Teri MacDonald and Claudette Nyenhuis:**

##### *CES/KES Community Festival*

The plans for the community festival are coming along. The Sign-Up Genius will be up and running by this weekend. There are also flyers being put up to encourage high school students to volunteer.

The committee has lots of stuff booked (bouncy castles, splash tank, food, clown) and some groups setting up displays. There are also items to be raffled off.

The next meeting will be held the week of June 3.

##### *Teachers' Appreciation Luncheon*

The Teachers' Appreciation Lunch took place this morning and was a great success. In lieu of teacher gifts, a donation was made to the charity CLIK (Changing Lives in Kenya). Teri MacDonald will create a blog post and include some pictures on the blog.

##### *Grade 7's June 26*

June 26 is the Grade 8s' graduation day. The Grade 7s will get together with the Grade 7s from Castlefrank School on that day. No more details are known at this time.

##### *Run for Fun*

The Run for Fun will be held in June. M Bedard is organizing it again. Any additional funds raised from the entry fee will be spent on the athletics program at KES.

### Rink Maintenance

The last cheque has been received for a total of \$2500 along with a thank you letter. \$800 of that was spent on snow removal (used Kodiak snow removal service). It was decided to use a snow removal service again to keep the volunteers happy.

### Volunteers

There are three positions that need to be filled on the council. We need a new co-chair, a co-treasurer and an OCASC member. Both the co-chair (Teri MacDonald) and OCASC (Marcia Goodfellow) members are stepping down. Getting a co-treasurer is being done to ensure that any new treasurer will be up-to-speed on how our books are kept.

Jenny Moore will continue to organize the pizza and Pita Pit lunches. It was decided to switch pizza to Mondays and coordinate with CES. This will reduce confusion for families involved with both schools. Pita Pit orders will be done for 8 weeks at a time (instead of 4) next year to ease the timeline of getting forms out to parents and back in time.

It was questioned why the milk program ends in May, instead of going closer to the end of the school year. Harry de Roo will look into that.

## **6. Principal's Report - Harry de Roo:**

### Wellness

The students are currently doing the school wellness survey (Tell Them From Me). The students are using the computers in the library and a few laptops when needed. It's running quite smoothly. There is a 48 hour turnaround on the results and we should have them next week. This is a survey that is done every 2 years.

There are lots of sport and activities happening currently. The juniors have their track and field day tomorrow. There will be a dance workshop for the intermediates in June. The grade 7's are going to Carleton University next week for a recreation day.

### Engagement

The Transition is coming along fairly smoothly. There have been many successful events like the logo contest and the May 10 school visits. The school visit at KES included 2 assemblies and the results of the student surveys. The results of the surveys have been posted in the hallways and will be on the blog as well. Both the trustee and the school officer attended the event.

The volunteer breakfast is being held May 29. The invites have been sent home but it appears as though some volunteers were missed. Harry de Roo will contact Solomon about the rink volunteers and Karen Bell-Cardinal will provide a list of volunteers from the Book Fair to ensure all families receive an invite to the breakfast.

There will be an open house/information night at KES for all incoming families. Harry de Roo and Wendy Jewell are working out a date for that so as not to conflict with other events happening. CES will also have an info night for incoming parents.

### Leadership

This is an ongoing process. There will be 7 English and 15 French classes. All vacancies have been filled with the exception of a 0.5 position. Not all staff has been assigned to classes yet. Once everything is finalized, an announcement will be made to inform the families of who is staying and who is leaving.

### Learning

Teachers are continuing to moderate the student work. EQAO is next week.

In regards to critical thinking, there are more sessions planned for tomorrow. The superintendent, Olga and principals from other school here to observe the sessions.

## **7. OCASC Report – Marcia Goodfellow:**

Marcia Goodfellow attended a board initiated conference on bully prevention. She learned that bullying has a biological impact on the kids. There were lots of statistics presented, but some of the highlights are:

- some children end up with PTSD as a result of bullying
- current programs don't work
- zero tolerance programs don't work
- parent-teacher conferences do work
- bully prevention programs do work (albeit at a lower success rate than originally perceived)
- increased supervision is a huge factor in reducing bullying
- relationships with parents has a huge effect on a child's life in 23/24 issues discussed
- a successful bully prevention program needs the whole school and family involvement (students, teachers, parents)

There is a toolkit and resources available at [safeacceptingschools.ca](http://safeacceptingschools.ca)

The board has also produced a draft template to encourage schools to review their anti-bullying programs and see where they are lacking and what they can do to improve. One important issue is to engage parents as much as possible.

OCASC mentioned website hotlunches.net is being used by some school to manage their hot lunches program. There is a fee (\$500, or \$400 early bird) to use it, but it replaces all the forms currently sent home. After discussion, it was decided not to use it because both Mazzola and Lunch Lady already have an online option. Pita Pit is considering going digital. That leaves just the pizza lunches and it's only done twice a year so the benefits do not outweigh the cost.

Inflatable's are considered a high-risk activity for insurance and are not covered by the board insurance. KES council is ok because we have our own insurance and Teri MacDonald already confirmed that we are covered in the case of inflatables. Next year, we need to look into a city by-law for gatherings of over 500 people.

Trillium turns 20 this year which means all play structures must be removed. They are to be assessed every year, but the assessment is not automatically given to the school. We need to request the report to ensure that our structures are safe. There is a \$7000 grant available to ensure that all play structures are accessible.

In the fall, there will be an OCASC workshop. It will be held on Oct 5 at Gloucester H.S. from 9:00-2:00.

Mike Carson has recommended two options for the finances of councils. Those should both be on the board website tomorrow.

OCASC is trying to make trustees more available to school councils.

The board budget is now available.

TVOkids.com has a homework helper. There is even a section for parents.

## 8. Treasurer's Report – Irene Jaroszuk:

### Report for May 23rd meeting

<b>Major items expensed since last reporting period</b>	<b>\$2,656.91</b>
Wish List - Partial shipment of Gym Equipment	\$1,334.13
Teacher's allowance	\$687.79
Logo Contest expenses	\$274.48
Laminating	\$170.18
Pita Pit secure deposit box for orders	\$100.00
Grade 8 Leaving Ceremony	\$90.33

**Bank Balance as at April 30, 2013** **\$17,281.34**

**Forecast Revenue to year end** **\$2,421.00**

Pizza	\$200.00
Mazzola	\$230.00
Pita Pit	\$641.00
Lunch Lady	\$800.00
Rink maintenance 2012-13	\$550.00
Misc. (Bag Sales & Home Hardware)	

<b>Forecast Cost of Revenue</b>	<b>\$4,352.00</b>
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Pizza	\$4,352.00
Rink maintenance	\$0.00

<b>Forecast Other Expenses-Already Approved</b>	<b>\$12,130.75</b>
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Wish List 2012-2013	\$7,439.83	Whiteboards, gym equip't, Noteb
Used Books	Purchased	Forest of Reading?, Transition C
Year End BBQ/Community Festival	\$1,466.64	community festival and front gar
Teacher allowance	\$200.00	
Music Program - Pita Pit proceeds	\$1,043.52	
Laminating	\$85.09	
Gardening	\$200.00	
Teacher appreciation lunch + Retirement gifts	\$500.00	
Grade 8 Leaving Ceremony	\$1,179.67	
Logo contest	Purchased	
Admin (incl. bank service charges)	\$16.00	

Whiteboards, gym equip't, Noteb  
Forest of Reading?, Transition C  
community festival and front gar

Deposit cheque of \$533.36 alrea

<b>Current Bank Balance + Fcst Revenue -Fcst Cost of Revenue - Forecast Other Expenses</b>	<b>\$3,219.59</b>
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<b>Target Bank Balance at end of year</b>	<b>\$2,000.00</b>
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Reduced from \$4000 at Jan 24th

<b>Monies Available for Wish List Items</b>	<b>\$1,219.59</b>
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\* Additional details available with Treasurer

Report is consistent with last month.

There was a request from Mme Kirby for \$200 to cover the cost of the robotics competition to be held here. The request was motioned by Claudette Nyenhuis and seconded by Rebecca Leclair

There is a request from Sue Peters for \$700 to have Zone 5 complete the border around the front of the school. The request was motioned by Teri MacDonald and seconded by Carla Backmeier

### 9. New Business:

Claudette Nyenhuis thanked everyone for attending the meeting, not just tonight but all year long. She also thanked Teri MacDonald, Irene Jaroszuk, Patra Beaulieu, Carla Backmeier, Rebecca Leclair, Marcia

Goodfellow and the wonderful teachers and administration of KES for making our school council such a success.

**12. Meeting adjourned at 8:40 p.m.**