



Metcalfe Public School Council

Monthly Meeting Minutes

Meeting Date: November 4, 2008
Location: MPS library
Start time: 6:34 pm
End time: 8:15 pm
Next Meeting Date: December 2, 2008, 6:30 pm

Present

Chairperson – Jennifer Finnis
Vice-Chairperson – Val Leonard
Secretary – Christine Lee
Treasurer - vacant
Cheryl Millard
Kerry Fonseca
Kelly Mayo
Tammy McCormick – Principal
Jennifer Nutt - Vice-Principal
Sharon Goral – Administrator representative
Brenda Steacy – Staff representative

Guests:

Heather Jeffery – volunteer coordinator

Summary of Discussions	Action
1.Call to order Jennifer F. called the meeting to order at 6:34.	
2.Approval of October minutes The minutes of the October meeting were approved as written.	
3.Principal's Report Thanks to staff students, and parents, we have had another great month! October has been a busy month with sports and activities moving into full swing. The QSP Magazine Fundraiser was a huge success! Thank you to parents for all your support! Proceeds from this fundraiser will be used to offset fieldtrip and performance costs, as well as supporting class awards, incentives and initiatives which arise during the year. Our junior and intermediate students participated in Cross Country Meets. Intermediate boys and girls participated in Football and Junior boys and girls	

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<p>in Soccer.</p> <ul style="list-style-type: none"> ● A special thank you to all the parents that have volunteered to drive – participation in these events would not be possible without their help. <p>Our classes attended Bus and Fire Safety presentations which highlighted the importance of safety in our school and community.</p> <p>Our intermediate students have enjoyed many outings and presentations this month.</p> <ul style="list-style-type: none"> ● All intermediate students visited Natural Resources Canada. ● Our Grade 8 students participated in presentations from Ottawa Technical High School as well as the World of Work fieldtrip. ● Our MPS Band will enjoy an after school workshop and Band performance at Osgoode Township High School. <ul style="list-style-type: none"> ① The band members will be playing alongside the high school band. It is hoped that more of these joint performances will happen in the future. ● And finally, our Grade 7 students are off to MacSkimming on October 31st, 2008! <p>Some of the grade 7 students went to the War Museum while others did some gravestone rubbings and local historical appreciation at the Metcalfe Catholic cemetery.</p> <p>November 11, 2008 is Remembrance Day. All parents are welcome to join us for our assembly starting at 10:40am.</p> <p>November 14, 2008 is our second Professional Activity Day. Our staff will receive PD in school and at OTHS. There will be no school that day.</p> <p>November 20, 2008 is the date of the Board's Appreciation Reception for all members of school councils at the Board Office-Atrium from 6:30-7:15pm. Please RSVP by November 13, 2008.</p> <p>Our School Profile needs to be updated. We ask that School Council provide updates for the school and community sections.</p> <ul style="list-style-type: none"> ● <i>Members will review School Profile and submit changes to Tammy by email by Friday November 7, 2008. Tammy will finalize sections.</i> <p>The Premiere's Awards for Teaching Excellence have been released. Information will be sent to Councils soon.</p> <p>I wish to thank Metcalfe School Council for all their efforts put forth to start up the hot lunches program. Our students will soon be enjoying the benefits of your efforts.</p> <p>Once again, the ongoing support for the school and our many programs is overwhelming, and collectively, we thank you!</p> <p>The Volunteer Proposal was put forward to the staff and was met with positive</p>	

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<p>feedback. The class parent idea especially was thought to be a good idea.</p>	
<p>4.Vice Principal's Report</p> <p>We held our Character development assembly on Oct 30th. Constable Pierce was on hand to give the students some Halloween Safety tips.</p> <p>Our next assembly will be held on Monday, December 30th. We have invited a speaker from the Shepard's of Good Hope to talk to our students. Our theme for December is appreciation. As a way of showing our appreciation for all we have we will be asking students to bring in donations of food for the Food Bank and Canadian Tire money, which we will use for purchasing toys for needy children.</p> <p>Other important dates will be Tuesday, December 16th, We will be holding a Band Sing –a – long. In the morning grade JK, 1, 3, 5, and 7 will participate and in the afternoon the SK, 2, 4, 6, and 8 students will participate.</p> <p>Wednesday, December 17th our Primary students will be presenting their play. Jr. students will be invited to watch in the morning followed by Intermediate students in the afternoon. The inclement weather date for these performances will be Thursday, Dec. 17th.</p> <p>Parents are invited to be part of the audience for all our assemblies and plays.</p> <p>On November 12th at 1pm there will be Tricycle Races to raise money for the United Way. Mr. Marlow, Mr. Alward and Constable Pierce have said that they will participate.</p> <p>The Resource books have been purchased with money from last year's PRO grant. Presently they are being housed in my room. A list is included with the November newsletter. parents may borrow them at any time by contacting me through the office or their child's agenda.</p> <ul style="list-style-type: none"> • <i>Thank you to Jennifer Nutt for doing the shopping and to Marilyn Acres for cataloguing.</i> 	
<p>5.Teachers' Report</p> <p>A big thank you for the money for the reading level books from Cherie Stanley. The grant application is in and the order is ready to submit. They have put together one big order and will submit it all together.</p>	
<p>6.Snowplowing & Parent Dropoffs</p> <p>Jennifer F. has a call into Doug Thompson's office to ask about getting the city to take care of plowing the bus lane on Charters.</p> <p>Tammy is following up with the company hired for snow removal at the school – the contract says that all snow will be removed in bus areas. This may just need clarification that there are buses on Charters.</p> <p>Jennifer F. clarified that dropoff is recommended on the west side of 8th Line. She will be looking into the no-parking restrictions on the west side of 8th Line to see if they can be changed.</p>	<p>Jennifer F. - follow up with Doug's office Tammy – follow up with snow removal company</p>
<p>7.Hot Lunches</p>	

Summary of Discussions	Action
<p>Cheryl has been working with Jennifer F. & Tammy to get the Hot Lunch program up and running. We are going ahead with:</p> <ul style="list-style-type: none"> ● Hotdogs ● Pizza from Milanos ● Pitas (grilled chicken, Caesar or Greek) from Aramark (<i>this is a cold meal</i>) ● Potatos (Butter or Cheese) & Caesar salad from the Potato Lady <p>Pricing was discussed with the consensus that: Hotdogs will be \$1.50, pizza \$2.50, grilled chicken pitas \$3, Caesar & Greek pitas \$5, butter potato \$3.50, cheese potato \$4, Caesar Salad \$3.50, butter potato & salad combo \$6, cheese potato & salad combo \$7.</p> <p>Chicken fingers were considered, but they were coming up as too expensive to go ahead with.</p> <p>The order form will go out ASAP with the first hotdog day being November 21, 2008.</p> <p>To comply with the limitations put forward by the board regarding trans fat free foods, the number of hotdog and pizza days are restricted with the pita and potato servings filling out the other days. The suppliers for the foods have agreed to sign the forms required for the board.</p>	<p>Cheryl – get letter out to parents</p>
<p>8.Jingle Bell Bazaar</p> <p>The Jingle Bell Bazaar will be held December 11, 2008.</p> <p>Jennifer has put in a call to 'Santa'. Will follow up with him.</p> <p>Jennifer F. has written a draft of the letter to go out to parents to request volunteers and donations for the JBB. Christine will rewrite and send out for approval.</p> <p>We need boxes for sorting - Jennifer suggests Mike Deans in Winchester. Christine will contact friend who may be able to bring in some.</p> <p>Jennifer F. put forward the suggestion that we spend some money on 'Dad' gifts as we are always short on those types of things.</p> <p>She would also like to spend some money on coordinating table cloths to decorate the gym for the bazaar.</p> <p>Cherie will be asked to organize a 'thank you' for Santa – this was done last year and was very nice.</p> <p>The Primary grades sang to Santa last year and will be asked to do so again.</p> <p>We will be setting up 'Wrap Dates' where volunteers can come in to sort and package the donated items – sometimes items can be made to look nicer if they are wrapped in a bit of cellophane & ribbon. Jennifer F. would like some money to be able to pick up supplies for this.</p> <p>Jennifer F. is interested in the possibility of pictures with Santa – class or</p>	<p>Jennifer F. - follow up with Santa.</p> <p>Christine – rewrite Jennifer's letter.</p> <p>All – bring in boxes.</p>

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<p>possibly individual. It was pointed out by Tammy that this may not be possible due to privacy issues.</p> <p>We need to get the supplies for the popcorn machine. Tammy will be supplying us with names of students that will be available to man the popcorn machine.</p> <p>It was agreed that \$100 would be made available for wrapping supplies as well as the 'Dad' gifts immediately with another \$100 available if necessary closer to the date of the Bazaar.</p> <p>It was approved that Jennifer could spend \$25 on coordinating tablecloths.</p> <p>It was approved that we would give \$150 to Cheryl for expenses for the luncheon (e.g. plates, cups, punch). If we do not get enough volunteers for the luncheon, it may be necessary, to spend more.</p>	
<p>9. Mail Box</p> <p>There are a many fundraising idea books. We aren't sure about the quality of some of these companies. We are going to contact these companies to try to get samples. If we are able to get samples, Kerry has volunteered to bake them up so we can taste them.</p>	
<p>10. Photos</p> <p>Jennifer is continuing her project of going through the old photos in the school. She has asked some long term residents of the village to try to identify some of the people in the photos. She is also looking at framing them and hanging them in the school library. We may also look at scrapbooking some of the prints.</p> <ul style="list-style-type: none"> ● this may be something that we can ask volunteers to help with. <p>MPS's 60th anniversary may be coming up. If it is, we may want to organize something for it. This will be discussed further later.</p>	
<p>11. Volunteer Proposal</p> <p>Jennifer F. needs to review proposal.</p> <p>Tammy has put the proposal to the staff and all are in agreement with going forward with the changes. There was a question about what may happen if there are issues between the teacher and the class parent – Tammy has assured both the staff and us that she will work with staff and volunteers to mediate problems.</p>	
<p>12. New Business</p> <p>Tammy let us know that the trustee position is open – Greg Law is moving with his family.</p> <p>Christine has requested that we have a sign at the front of the school letting parents know that the council meeting is in the library (and where it is). We agreed that this is a good idea and also that it would be useful if we had a</p>	<p>Jennifer F. - check for signs Heather – speak to dad about making tables. Tammy – get info</p>

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<p>sign that could be placed outside to remind parents of upcoming parent council meetings. Jennifer F. will check at work to see if there are any extra signs that we may be able to use.</p> <p>Tammy has asked that if we know of anyone with woodworking skills, she would like some guided reading tables made (kidney shaped). Heather Jeffery will speak to her dad about this.</p>	<p>about the tables to Heather.</p>
<p>13.Request for thoughts on Fundraising</p> <p>Christine suggested that we look at a fundraising event that is community based. MPS is one of the only local groups that doesn't hold a community event. These events not only bring in money, but would increase the visibility of our school within the community.</p> <p>Discussion of the type of event that may be held included:</p> <ul style="list-style-type: none"> ● Curling Bonspiel ● Golf Tournament ● Catered Dinner/Spaghetti Dinner ● Valentine's Dance ● Casino Night <p>The one that was most popular was the Casino night. Jennifer will look into the availability of the community centre and will start investigating companies that host casino nights.</p> <p>Date for this would probably be best in April with April 18th & April 25th being suggested.</p>	<p>Jennifer F. - contact community centre re: availability Jennifer F. - casino night compaines</p>
<p>14.Adjournment of Meeting</p> <p>Meeting adjourned at 8:15 pm.</p> <p>Next meeting to be held on December 2, 2008, 6:30pm, MPS library.</p>	