



# MINUTES

## Clearmeadow School Council Meeting Minutes

Meeting Date: October 24, 2007

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### **In Attendance:**

Lynda Hill-Oren, Jane Macpherson, Sophia Mullin, Robynne Hutton, Heather Moffatt, Lynn Conforti, Marnie Clark, Kristine Draper, Michelle Finlay, Michelle Rich, Terri Leach, Shelley Langer, Flo Azulay, Ron Clarke, Janell Speers, Kristin McBride, Ann McGowan, Lynn Issett, Sue Carver, Susan Marshall, Deb Austring, Brooke Medeiros, Sheldon Azulay, Ainsley Davison, John Davison, Anne Turner, Paula Braithwaite, Ruth Burgess, Katrina Paivio, Michelle Willemse

**Regrets:** Lea Calicchia, Monica Brown

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### **Welcome and Introductions:**

The meeting was called to order by Robynne at 6:30 p.m.

### **Special Presentation – Olympian Safety Program (O.S.P)**

The council welcomed Mr. Crawford Heritage, the Program Co-ordinator for Olympian Safety Program and also a grandfather of some students in Clearmeadow. He described the one week program and passed out brochures for the council to peruse. ([Visit their website www.olympiansafetyprogram.com](http://www.olympiansafetyprogram.com)) The program deals with anything and everything that has to do with the safety of children. It consists of a series of lessons that take place in the gym. Sessions times are: gr 1 – 3: 3 x 30 minutes gr 4,5: 4 x 30 minutes (we will only be doing 3 as we can't fit 4 on the schedule for one week), gr 6,7,8: 5 x 40 minutes. There is role playing with children being asked to volunteer, as well as discussions and scenarios dealing with all kinds of subjects such as anti-bullying, abuse, stranger danger, etc. The instructor and founder of the O.S.P., Albert Smythe, is a 5<sup>th</sup> degree black belt and one of Canada's few Olympians in Taekwondo. He has been involved in martial arts for over 25 years as a competitor and as an instructor. He is very good with kids and seems to command the respect of the children right away. The staff of the school determines what needs to be emphasized. Parents are invited to observe. What is taught and how it is taught at each grade level is different. He quoted the school \$2,000 for running the program in one week or \$3,500 for 2 weeks.

### **Approval of Minutes**

It was noted that the position of Treasurer wasn't mentioned in the September 25<sup>th</sup> minutes. It was added that Monica Brown was the Treasurer of this year's council. Under October 11<sup>th</sup> budget minutes, page 1, The word "more" referring to interest accruing on the council's account needed to be removed. It should read: "with opening a savings account, we were able to accrue interest." The minutes were moved to be approved by Sophia, the motion was seconded by Ron.

### **Administrative Update**

- Principal Lynda Hill-Oren presented her report. The first page summarized the EQAO results from our Clearmeadow students. Ms Hill also explained the school's plan for continuous improvement including the Pro-grant programs to help improve our student's literacy skills.
- Ms Hill explained what the school does during PA Day. It is when they meet with staff to focus on the curriculum and students at risk.

- Clearmeadow is trying to improve the communication between us and the secondary schools. The focus is coordinating with each school to help grade 8 in the transition to high school demands. Some high school teachers came to speak to them to go over the curriculum and what is expected of them in the secondary school system. In June, the grade 8 students get to visit the high school.
- Peer tutoring is back. 12 students are back to help and we are hiring 10 new ones. Any child who is struggling in grades 2-4 can come for a positive experience every week.
- One of our Teachers spoke about the Drama Club. The club meets every other Thursday after school. The production they would like to perform this year is "Alice in Wonderland". It would take place in May and there would be 3 performances. They are requesting parents who could sew and have carpentry skills to help with building the set and costumes. It was proposed that the council set aside some money to hopefully go towards microphones and coloured lights. After all the hard work our kids put into these performances, we want them to be heard! Renting mikes is very expensive and borrowing from the high school is not viable either as their equipment is older or they rent themselves. A suggestion of sharing with another school (ie Terry Fox) was discussed but there is a risk of damage, loss or breakage with that. The council has allocated funds to go towards drama club set materials and Michelle Rich, a council member will look into getting some prices and possible discount from her workplace.
- Ms. Macpherson spoke about the award that was given to the Clearmeadow Earth Club. She read a letter that the club's teacher wrote to the council. The Teacher and club members will speak at our December meeting to propose the rock circle as part of the butterfly garden outdoor classroom enhancement. We are very proud to be a "green" school and be given recognition for our butterfly garden and efforts of the club to be eco-friendly. The council set aside a budget to help with this project.
- Ms Macpherson also mentioned that a teacher will come to our November meeting to present Safe School Action Theme on Bullying.

### **Year-End Financial Report**

Due to time constraints, this was not discussed. Asset/Expenditures sheet was distributed to all attendees. (see attached).

### **Budget**

Sophia went over the proposed budget that was pre-approved from the Oct 11 budget meeting. It was suggested that the 'Divisional Needs-Literacy Focused' be changed from \$4500 to \$3000. And the \$1,500 be distributed as follows: a new budget line for Drama Club Set Materials added for \$1,000; that the Butterfly Garden Improvements be increased from \$1000 to \$1,500. The Olympian Safety Program be reduced from \$2500 to \$2000, and the extra \$500 will be banked for emergency use. The council also voted on whether we would still pay for the skating trip or whether we would spread the \$2000 out to other trips. It was agreed that it was simpler to keep it for one thing. The skating trip is something that the whole school participates and enjoys and it was felt that the council could visibly show their appreciation for all the fund-raising efforts from parents in our community this way. The budget was unanimously approved by council.

### **Fundraising Coordinator Update**

The committee handed out a fundraising calendar with proposed programs for the 2007/08 school year. (See attached). Several fund-raising initiatives were discussed by the committee and they narrowed it down to 10. Each was outlined and the committee stressed that they were optional and made to respect family budgets. The committee divided it into months. Some initiatives have a time duration, others can be carried out throughout the year (such as the shop and support, mabel's labels). The council wondered if perhaps the parents should be given information listing all of the fund-raising programs at once instead of just sending home

information as each program was to begin. It was decided to list all the fund-raising programs in the upcoming newsletter.

### **Volunteer Coordinator Update**

Terri passed out lists for parents to sign up for committees. She then went over the findings of the Parent Survey the council sent out last September to the Clearmeadow community. (See attached). Another new initiative this year is to have a Class Parent Representative who will be the liaison between the school and the community and school council. It was also mentioned that we are currently seeking volunteers for childcare services during our meetings. They want to focus on high school students requiring community hours and would prefer if they were referred and known by other parents and has babysitting training and experience. Creating rapport with the HS students will help us when we need their help in the upcoming fun fair as well. It was also suggested that we should try to have at least one adult supervising them if we can. The council agrees that we should proceed with this.

### **Community Rep Update**

Shelley talked about Parent Development Initiative where we will have seminars in the library to talk about topics parents will be interested in like parenting, cyber bullying, Child Find, etc. She also researched the Lice Intervention Program and wondered if we needed a seminar for this as well. The Lice Squad and the Nit Pickers are the same company so there wouldn't be any negotiation for a volume discount. They offer 2 programs, one being an hour long for training the head lice volunteer committee for \$240 + gst, and the other an hour and 15 minutes seminar where a professional person comes in and educates, teachers or students parents what to look for, what the nits and lice look like, etc. for \$340 + gst Or they would come into the schools themselves and check the kids' heads. They could offer this for \$6 a child and would come in 3 times a year. It was suggested to focus on training our parent volunteers will be more cost-effective. The council has put aside \$1000 budget for this. Shelley suggested that these additional funds should be combined with the parent development budget of \$600 since the cost for the lice program may be much lesser and they are all related to parent trainings. Sophia seconded this motion.

### **Lunch Program Update**

It was explained that Paula Braithwaite has started her own lunch business and approached the school council in the beginning of the school year to ask that they consider hiring her to look after the school lunches. As Paula has carried out the lunch program for the past few years, and nobody else has volunteered to do lunch coordinator position, the council voted to work in partnership with her. A council member and parents shared their concerns and questions in regards to the new partnership. It was concluded that a note regarding this change should have been communicated to the school population early before the elections. The council agreed that it was an oversight on their part and stated a letter would be distributed to the Clearmeadow community shortly to explain and answer the mentioned concerns. Due to 30 minutes overtime, the childcare, and people needing to go home to their families, Robynne apologized for the long meeting and moved to adjourn the meeting at 9:00pm, and it was seconded by the council members.

### **Next Meeting**

November 8, 2007 at 6:30 pm.

*Thank you for coming!*