



*HENRY LARSEN ELEMENTARY SCHOOL*  
1750 Sunview Drive, Gloucester, ON K1C 5B3  
Phone: (613) 830-4634 Fax: (613) 830-4275  
Principal: Marianne Wouters  
Vice Principal: Keri Coulson



## **Henry Larsen School Council Monday, May 13, 2013**

<b>Chair:</b>	Susan Heckbert		
<b>Secretary:</b>	Jennifer Pyne		
<b>Attendance:</b>	Christine Camus-Shepley (P)	Jeremy Nowiski (VP)	Susan Heckbert
	Teresa Janz	Dawn Scott	Signe Swainson
	Karina Budzinski	Una McNeill	Sadia Sial
	Nikki Lee	Lisa Anne Palmer	Joanne Lalonde
	Marcia O'Connor	Jennifer Pyne	

### **Regrets:\***

#### **1. Call to Order**

The meeting was called to order at 7:05 by Susan H.

#### **2. Approval of Agenda**

Motion to accept by Signe S.. Seconded by Sadia Sial  
Passed

#### **3. Approval of Minutes**

Motion to accept minutes from April 8 meeting by Teresa J. Seconded by Lisa P.  
Passed

#### **4. Principal's Action Items / Info. Update**

- Discussed many of the ongoing activities at the school. She is very impressed by involvement of the school committee.
- Spring concert will be held on May 16 in the evening and May 17 in the morning. Bands and choirs will perform.
- Announced that Mme. Guerin is retiring at the end of this year.
- Staffing activities are ongoing:
  - Hired a new music teacher (Mr Pretty, currently at Avalon)
  - Grade 8 MFI being introduced which means the addition of another ½ time position. Mrs Tinney will become full-time to make this position up.

- With the introduction of full day kindergarten, there will be 3 ECE positions to fill (one of these must have their French qualification as SK will operate half English/half French). Two of these positions will also cover the “extended day program”.
- Both a City of Ottawa before and after school program (grades 1-6) and an OCDSB extended day program (JK to grade 6) will operate out of the school. These will be separate programs and parents will need to choose which one they want to use.
- Kindergarten information night is scheduled for May 15 2013
- EQAO letter to be sent home to parents this week. Testing will take place from May 27-June 6
- A parent volunteer breakfast has been organized for Tuesday June 18 from 7:45-8:45
- Christine, Lisa P, Mrs Morris and Mme Learned attended a conference on May 3 for the safe and inclusive schools program. The topic was bullying and they were able to discuss options to tie into the school improvement plan.
- Incoming grade 5 students from Convent Glen and Forest Valley will be coming in for an orientation session.
- A Midsummer’s Night’s Dream will be performed for the students this month.
- Class structures for next year have not yet been finalized.

## **5. Vice-Principal’s Report**

- School travel planning survey has been repeated and results to be submitted to Wallace.
- Ongoing assemblies where students are recognized for their participation in activities.
- Recently read the story “How Full is your Bucket? For Kids” and a bulletin board has been set up “drops in the bucket”
- HL hosted a badminton tournament; teams were very successful this year.
- Grad planning is ongoing—scheduled for June 26, 11-12:30 followed by a dance for the students; still looking for help with food/decorations.
- The Esteem Team will be sending an elite athlete (Mark Hatfield) to speak to students in grades 6-8 on May 16.
- Fire safety talks have been completed for the different grades.
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## **6. Teacher Liaison Report**

- Joanne L reported the following from staff:
  - Arctic Project Fair is taking place the morning of May 14.
  - Spring concert is May 16 in the evening and May 17 in the morning.
  - Junior grades (4-6) will be going to the Museum of Civilisation on June 11
  - Larsenlude will be taking place the morning of June 21; there will be movies in the afternoon.
- Joanne also asked if any other assistance is needed for the fun fair/

## **7. Chair’s Report**

- Susan H indicated that the council website is up and running; already needs some content updated (visit [www.henrylarsensc.com](http://www.henrylarsensc.com))
- Need someone to take the lead on the Parent/Teacher Info Night in September (tentatively booked for September 12)
- Reminded members that the AGM must be held within 30 days of the start of the school year. Elections must also happen at the beginning of the school year.

- Susan H will be writing a year end report from council to be shared with parents.

## **8. Treasurer's Report**

- Treasurer's report was presented and is available upon request.
- Christine will speak to finance division to determine the best way to deal with funds earmarked for Henry's Cool Yard
- Tax receipts for donations to be explained in the school newsletter.
- Teacher request form previously received from Mrs Dunn for the Book Clu requesting \$700. All voted in favour.

## **9. Fundraising**

- Any remaining fundraising will be done by the Henry's Cool Yard Committee.

## **10. Henry's Cool Yard**

- Fun Fair Update: ;Fun fair is a go for June 1 from 10-2-- many activities are planned, still looking for volunteers
- Trees –hopefully will be planted by the end of May. Christine has been in touch with Ed Capsek from the board about putting sod in to create a play area in yard A. Teresa will ensure that Jeff is aware of these discussions so that this can be considered as part of the overall school yard plan.
- Hotdog days are planned and orders are in.
- Potential new fundraiser is Mabel's Labels. Teresa to look into what is involved in setting this up.

## **11. Other Business**

- Dawn S has contacted Caroline from Casa Cuisine for catering of a Teacher's Appreciation Lunch to obtain a quote; date to be determined by Christine and Jeremy. A vote was taken to put \$500 aside for the annual luncheon—all in favour.
- Photocopies: Christine will ask Rose to give us an increase to allow us to finish off the year.
- Una and karina are collecting ideas for a council newsletter addition
- Jennifer P requested information on whether staff were trained in first aid and CPR. There are some staff who are trained but there is not a requirement to maintain the certification.
- Financial planning with kids talk to be pushed to the fall; Signe has someone willing to do it. Jeremy looked into a recommendation given to council but the cost was prohibitive for council to bear.

## **12. Next Meeting**

- Monday, June 10, 2013 at 7:00pm.

## **13. Adjournment**

- 8:45 pm.