



HENRY LARSEN ELEMENTARY SCHOOL
 1750 Sunview Drive, Gloucester, ON K1C 5B3
 Phone: (613) 830-4634 Fax: (613) 830-4275
 Principal: Christine Camus-Shepley Vice Principal: Mireille Filion



Henry Larsen Elementary School Council Meeting

Minutes

Monday, November 9, 2015

Chair: Jennifer Pyne

Secretary: Jennifer Pyne
 (for tonight's meeting)

Attendance:	Jennifer Pyne	Marcia O'Connor	Laura Ireland
	Signe Swainson	Teresa Janz	Karina Budzinski
	Christine Camus-Shepley	Natasha Theriault	Una McNeill
	Mireille Filion	Tracey Smith	Sarah Dooley
	Dawn Scott	Dianne Morris	Melissa Britton
	Hilda Fussy		Gillian Whichelo
	Katy Gale		

Regrets* :	Ryan Crampton	Julie Bisnath	Kathleen Vibert
	Doreen Cummins		

1. Call to Order

The meeting was called to order by Jennifer Pyne at 7:00 pm.

2. Approval of Agenda

Approved

3. Approval of October 2015 Minutes

Motion to approve June 2015 meeting minutes by Jennifer Pyne, seconded by Signe Swainson.

Approved

4. Chair's Report

- The PRO grant for a math night was briefly discussed. Dianne Morris has committed to contacting a professor at Ottawa U. who may be able to do an evening session for parents.
- Jennifer announced that Sandra Schwartz, the Board Trustee, will attend our next meeting to answer any questions that Council may have.

- Mrs Tiggy Winkles fundraiser was discussed but it was felt that due to the short notice (only do dates in November) and the fact that the fundraisers can only happen at the Bank Street and Westboro locations, Council felt that it was not worth pursuing at this time.
- Broadway Bar and Grill offers a similar program to Boston Pizza whereby you can have a fundraiser night and/or you can sign up for the year. Council agreed there was no downside to this type of fundraiser so Jennifer will contact them to get things set up.
- A discussion was held regarding options for providing lunches for students who regularly do not have lunches with them. These students are already sponsored for the milk program and for the pizza days. The number of students varies by day. There is some money available from the educational foundation which can be applied for and used for things like the pizza lunches and the milk program. The office already keeps a cupboard of snacks available to any student who does not have a lunch/snack. Various options were discussed including:
 - Box Tops Program (Tasha will look into this program)
 - Lunch Lady Program (Teresa will look into this program)
 - A lunch drive (similar to a food drive but request specific items) – possible issue with expiry dates....
 - Bring a Friend a Lunch Program (kids bring an extra lunch) – possible issue with allergens.
 - Make lunches at the school with groceries provided by Council—expensive option and Council may not have the funds to support this program for a whole year; fridge space is also an issue (we would need a small fridge and then would need to find a place to keep it.)
 - Christine has committed to tracking the numbers for the next month so that we can discuss the true needs at the next meeting. In the meantime, if the office food cupboard gets low on supplies, Christine will let Jennifer know and she will contact the Council mailing list to ask for donations.
 - Jennifer will ask Sandra Schwartz to check into programs at other schools.

5. Principal and Vice-Principal's Action Items / Info. Update

- Christine provided a labour relations update as follows:
 - Teachers have reached a tentative agreement and ratification is expected later this week.
 - All sanctions by the teachers have been lifted which means all activities have resumed.
 - Meet the Teacher Night will not be rescheduled even though sanctions are lifted.
 - Support staff (ECE, EA, office staff, custodians, librarian) do not yet have an agreement and sanctions remain in place.
- Progress Reports will be sent home on December 11
- IEPs are all completed for HLES

- PA Day on November 20 will likely be used for interviews only for students where there are concerns. If parents wish to meet the teacher regardless, they should contact the teacher directly to set something up.
- Remembrance Day Ceremony will take place on November 11 from 10-11 in the gym. All are welcome to attend.
- Travel Planning work completed at no cost to the school includes:
 - Relocating the No Entry sign
 - Posting a Visitor Parking sign
 - Moving the One Way sign for clarity
 - Repainting lines
 - Adding a sign limiting entry into the driveway to certain hours.
- Jennifer committed to contacting the city with regards to having a speed sign and painting the speed limit on the road.
- Family Services Ottawa is offering workshops on the following topics (additional information is available on the school website):
 - Parenting with Confidence
 - Parenting your Anxious Child
 - Discipline that Doesn't Hurt Anyone
- Christine provided an update on the Board grants for playground improvement. Applications submitted last year must be updated for content. The due date is January 15. All applications will be prioritized at that time. The City of Ottawa grants are due May 1.
- Some high schools have been in to speak to the grade 8 students about programs at their schools. Parent Info evenings are also being planned at the schools and information will be posted on the school website as it becomes available.
- The school had a Right-to-Play Assembly for students in grades 3-8. The focus was on inclusive play and there was a guest speaker. Some older students will be trained to become leaders in the school yard.

6. Teaching Staff Liaison Report --Dianne Morris

- Monster Mash was enjoyed by all the students and the older students who helped were given a great leadership opportunity.
- The dance for the older students was a huge success as we partnered with Cairine Wilson for the music for the first time. Great set-up and the kids all enjoyed themselves.
- The next dance is scheduled for Thursday December 17.
- Volleyball teams are currently holding their tryouts.
- The Beaver Computing Challenge took place and the next Caribou math contest is coming in the next week.
- Provided an overview of what was anticipated at We Day. Twenty-three students are attending and there are some great guests planned including Henry Winkler, Simple Plan, Spencer West, Justice Maurice Sinclair, Super Girl, and a special visit by the new PM, Justin Trudeau.

- Shwarma lunch request sheets have gone home for students in grades 4-8.
- Ms Barker has started her literature circles with the grade 7-8. They are reading about the Money Pit Mystery as well as following shows on the History Channel..

7. Website Update

- henrylarsensc.ca is the council website. Ryan asked that Council be informed that you will soon be able to link to the school twitter feed from the Council website.

8. Treasurer's Report

- Marcia provided a detailed report.
- A motion was put forward by Jennifer to commit \$375 to paying for pop and chips for the school dances. Any money raised from their sales will go towards sports equipment for the gym. Melissa seconded the motion and the vote was unanimous.
- Christine committed to speaking with Mrs. Dunn about the Forest of Reading program. She will need to submit the request for money form if she is running the program.
- Marcia also reviewed the Guidelines for Council Funds. These are meant to protect members who are dealing with money. Some are practical, others are not. Katy Gale has agreed to take over some of the duties to ensure we are following most of these guidelines.

9. Fundraising

Fall Events:

- Our two major fall events, Norcard and Magazine orders, will be available online only. Signe will order the catalogs and have them sent to the school. Christine will let Signe know when the supplies arrive and Rose will provide a master class list. Council members will distribute the forms to each classroom. Families will order online and items will be delivered to each family's home.

Other fundraising opportunities:

- Purdy's Chocolates--Signe will look into the possibility of running this fundraiser around Easter.
- Chapters Fundraiser—we raised \$506 in gift cards and \$70 cash. We need to consider how to use the gift card. Divide it up and sell smaller gift cards to people to obtain the cash or donate it to the library for the purchase of new books.
- Norcard was not nearly as successful as in the past. Totals still to come but we made about 25% of what we have made in the past. It is assumed that this was due to online orders only being accepted and the fact that not everything in the catalogue was available online.

- To date we have received about \$121 from QSP magazine sales. It is anticipated that this amount will be higher.
- The Bag2School fundraiser is happening the weekend of November 13-14. All bags of clothes will be picked up Saturday at 1 pm.

10. Henry's Cool Yard

- Nothing new to report
- Board presentations are starting once again if anyone is interested in participating.

11. Other Business

- Holiday Store—Since this was so popular last year, Council will once again offer kids the opportunity to buy gifts for friends or family. Doreen Cummins has offered to once again organize event including the form asking for donations and volunteers. The week of December 7-11 was decided as a good time to run the store. Christine will confirm with Mrs. Dunn if we can use the library when she is not there. (multi-purpose room is used every day and there are no other empty class rooms that can be accessed for use)

12. Next Meeting

- The next council meeting will be Monday, December 14 2015 at 7pm

13. Adjournment

- The meeting was adjourned at 8:45pm