



**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 School Council Meeting Minutes  
 Monday, February 8, 2016**

**Chair:** Teresa Janz (acting for Jennifer Pyne)

**Secretary:** Una McNeill  
**(Rotating)**

<b>Attendance:</b>	Christine Camus-Shepley	Melissa Britton	Teresa Janz
	Mireille Filion	Karina Budzinski	Una McNeill
	Marcia O'Connor	Ryan Crampton	Signe Swainson
	Laura Ireland	Hilda Fussy	Gillian Whichelo

<b>Regrets</b>	Dianne Morris	Nikki Lee
	Jennifer Pyne	Julie Bisnath

**1. Call to Order**

The meeting was called to order by Teresa Janz at 7:04 pm.

**2. Approval of Agenda**

Approved.

**3. Approval of January 2016 Minutes**

**Motion** to approve the January 2016 minutes was moved by Melissa and seconded by Ryan. The minutes were approved.

**4. Chair's Report**

In the absence of the chair, this report was deferred to the next meeting.

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

- The student transfer period is February 8 to 19, 2016. Students from other catchment areas can request a transfer to Henry Larsen, but no transportation is provided.
- The Middle French Immersion (MFI) registration period is February 16 to 22, 2016.

- The kindergarten information evening on Thursday, January 21, 2016 went well. Ten junior kindergarten (JK) registrations have been received so far, which is what the school usually sees at this time of the year. Registrations will continue to be accepted following the official period. There are 21 students who will be moving from JK to senior kindergarten (SK) next year. No new SK registrations have been received, but the school typically receives a few before September.
- The school board's proposed changes regarding French instruction in JK/SK and grades 1-3 Early French Immersion (EFI). The following recommendations were made:
  - Effective September 2016 - French instruction in JK/SK would change to 50% English and 50% French for all kindergarten classes
  - Part of the new revenue generated by the 50/50 kindergarten model be reinvested in additional supports in the 2 year kindergarten program to assist students with special needs as well as the English Language Learners.
  - Effective September 2016, math instruction in grades 1-3 would shift from French to English

The Board is expected to make its final decision at the Special Board Meeting on February 9, 2016.

- Kindness presentations took place last week. Teddy, a rescue dog, was brought into the school with a focus on developing empathy.
- Winter activities begin February 9<sup>th</sup> for grades 6 to 8. Students have three options to choose from.
- The grade 3s and Mr. Leblanc's class are participating in the Swim to Survive program.
- There is a PD day on February 12 and Family Day is on February 15.
- February 17 there is a Caribou math competition.
- February 18 at 7:00 pm there will be a Café Night which will be a fundraiser for the instrumental music program. The evening will include musical performances by the Henry Larsen bands, beverages, and baked treats. Admission is \$10 per person or \$25 for a family of four.
- February 19, Mr. Pretty will hold a bake sale for students with the leftover baked goods from the Café Night.
- February 23 is Toonie Tuesday. Students are asked to bring in a Toonie to raise money for the Education Foundation which provides for students in need. The Education Foundation has provided incredible support to Henry Larsen students in the past and requests for assistance have always been granted.
- Term one report cards went home on February 4.
- A primary movie night is being planned for the evening of March 3 from 5:45 to 8:00 pm.

## **6. Teaching Staff Liaison Report –Mireille Filion for Dianne Morris**

- Graduation photographs will be taken on March 8<sup>th</sup> and a retake date will be scheduled.
- Rideauwood Addictions and Family Services presented at Henry Larsen.
- Basketball is ongoing. Tournaments are coming up.
- The primary teachers are planning to submit a request for funding at the next school council meeting. Two funding requests are being made of school council at this meeting. One request

is from the intermediate teachers who are asking for approximately \$892 for the purchase of two microscopes. The second request is from Mr. Pretty who is requesting \$1305.83 to purchase a new trombone and clarinet. Fewer students are renting their band instruments and more are using the school instruments. This causes more wear and tear on the instruments and many are in need of costly repair or replacement. The Café fundraiser money will go to support the music program budget which has been expended due to the need for \$5000 to be spent on instrument repairs.

Marcia said school council has just over \$3200 in reserve plus an additional \$2200 in school travel planning (STP) funds. The STP funds could be used to cover the cost of the new musical instruments as the music program benefits all grade 6, 7 and 8 students.

**Motion** to approve funding of \$892 for new microscopes for the intermediate teachers was made by Marcia and seconded by Ryan. Motion carried.

**Motion** to approve funding of \$1305.83 for the purchase of new instruments for the music program was made by Marcia and seconded by Teresa. Motion carried.

**Action:** Marcia to write cheques to fund the teachers' requests for microscopes and the band instruments.

A question was raised regarding opportunities to apply for special funding to support the music program. Christine said that special funding is usually reserved for schools in lower socioeconomic areas. Mr. Pretty has applied for the Cathy Nevins Memorial Fund the past two years but has not been approved. The school is aware of these opportunities and applies when appropriate.

## **7. Website Update**

Ryan reported that there was a need to upgrade the version of software being used for the website. He asked council members to let him know if there are dates that need to be added to the calendar.

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

Marcia reported there has been no income in January. The only expenditure for January was the \$750 approved for the reading club. Reserve funds include the following: STP \$2210.50, school council \$3284.62, Henry's Cool Yard \$1586.01, and two grants that will be spent this year (pro grant and parent involvement).

There was a good turnout for the Broadway fundraiser which raised \$180 as compared to the Boston Pizza Night which raised \$148.

## 9. Fundraising

- Veseys: Teresa brought a request from Jennifer asking if someone would be willing take on the Veseys Bulbs fundraiser for the spring catalogue. Henry Larsen gets 50% of profits. In the past this fundraiser has made approximately \$500 for the school.  
**Action:** Melissa volunteered to coordinate the Veseys Bulbs fundraiser with Jennifer.
- Teresa said that Jennifer also suggested a rain barrel fundraiser. Barrels would cost \$60 and the school would get \$10 for each barrel sold. Council members felt that this fundraiser likely would not get the support of the school community due to the cost of the barrels and most people who want a rain barrel already have one.
- Bag2school: There was support to run this fundraiser again in the spring. Signe feels the best time to do it would be at the end of May/beginning of June when people have changed over their closets for the season.  
**Action:** Signe will contact the Bag2school company to determine what dates are possible. She will put out a notice to inform parents that this fundraiser will happen again in the spring, and to save your old clothing to bring to the school.  
**Action:** Ryan will put a note on the school council website and add the date to the calendar once it is confirmed.
- Broadway: There was support for another Broadway fundraiser, likely towards the end of April. There was enthusiasm for the idea of a breakfast event.  
**Action:** Teresa will coordinate with Jennifer to plan for another Broadway fundraiser in the spring.
- Purdy's chocolate: Signe will coordinate a Purdy's chocolate fundraiser for Easter. School council gets 25% of profits. Ordering can be done online or with an order form. If we want the chocolates delivered by March 18<sup>th</sup>, orders would have to be in by March 11<sup>th</sup>.  
**Action:** Signe to coordinate Purdy's chocolates fundraiser.
- Norcard: Marcia asked if we made anything from this fundraiser.  
**Action:** Signe will call the Norcard representative to find out why we haven't received anything from them yet.

## 10. Henry's Cool Yard (HCY)

- HCY Fun Fair:
  - Teresa has not heard back from M&M about whether they can run the BBQ for the fun fair.  
**Action:** Teresa will check the availability of M&M for the BBQ.
  - Nikki has confirmed that School of Rock will participate in the fun fair.
  - Jennifer is getting donations for the silent auction. She has obtained Fury tickets.
- Henry's Cool Yard:
  - A wish list has been submitted to Jeff Caster.
  - There is no firm date for the removal of the current play structures. The school board usually inspects them in the spring/fall. If they are condemned, the school board pays for removal. Otherwise, the school would have to pay for demolition and removal.

**Action:** Christine will check with Andy about when the play structures will be inspected by the school board.

- **Action:** Christine will ask at the next Principals meeting when the grant for new play structures will be awarded/announced.
- **Action:** Teresa will confirm that the school is available for holding the fun fair on May 14<sup>th</sup>.
- Council members were asked for suggestions on how to get older kids engaged at the fun fair.
- Once Teresa has confirmed the school is available for May 14<sup>th</sup> efforts can be made to book groups to come.

**Action:** Una will try to book the Firefighters and the Rogers Tim Horton's Community Cruiser for the fun fair.

- Signe is compiling a list/binder of key contacts for the fun fair, to have a record in one place.

**Action:** All council members to send Signe your contacts for the fun fair.

## **11. Other Business**

Grant for math session:

- Deferred to next meeting.

## **12. Next Meeting**

The next council meeting will be Monday, March 7, 2016 at 7:00 pm in the school library.

## **13. Adjournment**

The meeting was adjourned at 8:01 pm.

<b>Action Items from Henry Larsen School Council Meeting – February 8, 2016</b>	
Marcia	Write cheques to fund the teachers’ requests for microscopes and band instruments.
Melissa and Jennifer	Coordinate the Veseys Bulbs fundraiser this spring.
Signe	Contact Bag2school to determine what dates are possible for a spring fundraiser and notify parents that this fundraiser will happen again in the spring, and to save old clothing to bring to the school.
Ryan	Put a note on the school council website about the spring Bag2school fundraiser and add the date to the calendar once it is confirmed.
Teresa	Coordinate with Jennifer to plan for another Broadway fundraiser in the spring, possibly a breakfast.
Signe	Coordinate Purdy’s chocolates fundraiser.
Signe	Call Norcard to find out why school council hasn’t received any money from them yet.
Teresa	Check the availability of M&M for the BBQ at the fun fair.
Christine	Check with Andy about when the play structures will be inspected by the school board.
Christine	At the next Principals meeting, ask when the grant from the school board for new play structures will be awarded/announced.
Teresa	Confirm that the school is available for holding the fun fair on May 14 <sup>th</sup> .
All	Provide suggestions on how to get older kids engaged at the fun fair.
All/Una	Once Teresa has confirmed the school is available for May 14 <sup>th</sup> efforts can be made to book groups to come. Una will try to book the Firefighters and the Rogers Tim Horton’s Community Cruiser.
All	Send Signe your contacts for the fun fair for the resource list she is compiling.