



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, June 12, 2017**

Chair: Jennifer Pyne

Secretary: Kate Smith

Attendance: Jennifer Pyne Marcia O'Connor Dianne Morris
Signe Swainson Julie Bisnath Laura Ireland
Kate Smith Hilda Fussy Ryan Crampton
Dawn Scott Melissa Britton Karina Budzinski
Christine Camus-Shepley

Regrets* Teresa Janz
Mireille Filion Una McNeill

1. Call to Order

- The meeting was called to order by Jennifer Pyne at 7:05pm.

2. Approval of Agenda

3. Approval of May 8, 2017 Minutes – Signe/Marcia - approved

- 3 grammar errors needed to be corrected
- Christine had changes to the minutes - these were shared electronically for ease of amendment.

4. Chair's Report

- Betsy Mann Wrap-up – There was a book draw and books given to the school library. Jennifer submitted her final report. The deadline for next year's grant was extended until June 15.
- Council positions for next year – Treasurer (Marcia) & Chair (Jennifer) are approaching their last year at the school next year, so it was suggested new people take on the positions for next year. Kate also stated she will not be the secretary next year.
- Mme Pichette sent a note to Jennifer to thank the volunteers for the staff breakfast.

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

Christine gave Principal's report.

- Thank you for the staff breakfast. It was thoughtful to take into account everyone's dietary needs.
- Staffing update: David Chalks (43%) is moving to another school so will need a replacement. There is an ECE moving to another location so a new ECE was hired. Mme Lalonde is retiring. A new French teacher was hired.
- There will no longer be before AND after school program run by the City of Ottawa. Only one or the other will be offered to students. Extended Day Program is still available at both AM and PM @HL with ECEs. The program is offered from 7am-8:15am and 3pm-6pm. Christine will follow up with a synervice and information is available on the school website.

6. Teaching Staff Liaison Report - Dianne Morris

- Thank you for the staff breakfast
- Gr. 3/4/5 on June 13 are going to Cairine Wilson for track & field
- Next Wed (June 21) a lot of our students will be going to the Board level track and field. To qualify for this, they had to place in the top 6 of their events.
- Girls soccer team made it to the Boards.
- Awards ceremony on June 27
- Grade 8 "Leaving Ceremony" on June 28
- National Aboriginal Day video has some of Dianne's students in it.
- Jennifer thanked Dianne for being the teaching staff liaison.

7. Website Update

- Ryan is working through the comments/info given by Jen
- Marcia asked if we still wanted the council website. It was determined it is needed for the minutes. Ryan will check if he can get a counter to see how many are accessing the website.

8. Treasurer's Report

- See excel for breakdown of money distribution.
- Discussion on distribution of remaining funds. Council wants to carry over \$400 for next year.
- There are 4 Chrome books (~\$350 each) still required to fill the remaining cart. Mr. Leblanc is building a garden for the school and will be maintaining it over the summer. He says it will take about 2 large yellow bags of dirt (~\$149/bag). The music stands requested early in the year has an outstanding balance of \$605. The trophies/medals/ribbons for the marathon have a \$260 outstanding balance to the original request. Discussions were held on all these options to determine how to spend the outstanding balance. The following was decided:

- 2 bags of dirt (\$300) will be paid for by parent council. Dawn/Signe (1st/2nd). Motion passed.
- 1 Chrome Book and 5 music stands will be purchased with the remaining funds Ryan/Signe (1st/2nd). Motion passed.
- This will leave approximately \$400 to start the next school year.

9. Fundraising

- Signe to provide a list for all of her contacts for the various fundraisers
- Kate will do the catalogues.

10. Henry's Cool Yard

- Form 700 is in. Form 800 will try to be submitted before the end of school.

11. Other Business

- Mr. St. Onge is going to look into a long jump/triple jump pit and the cost to have this installed. It could potentially be included as part of Henry's Cool Yard.
- Kate asked why volunteers are not required to have a police records check done for vulnerable sector. Christine had said it is done whenever volunteers are required for overnight trips, and not for all events, as she does not want to deter volunteers and bases it on the need for it. Christine will follow up with the board to see what other schools do differently, if anything.

12. Next Meeting

- The next council meeting will be Monday, September 25 @ 6:30 pm. The AGM will be the first 30 minutes followed by the first regular meeting. This summer Jennifer and Marcia will do the year-end report and financial report.

13. Adjournment

- The meeting was adjourned at 8:05pm.