



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 6, 2017**

Chair: Melissa Britton

Secretary: Jennifer Pyne (for this meeting)

Attendance: Marcia O'Connor Julie Bisnath Kim Engelbrecht
Teresa Janz Melissa Britton Tara Previl
Kate Smith Mireille Filion Jennifer Pyne

Regrets* Una McNeil
Christine Camus-Shepley
Ryan Crampton
Karina Budzinski
Dianne Morris

1. Call to Order

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

2. Approval of Agenda

- The agenda was approved with no changes.

3. Approval of September 2017 Minutes – Kate/Julie - approved

4. Chair's Report

- PRO Grant Paint Night Update—Thursday February 1 was decided on for the paint night. Jennifer looked at 3 different options for suppliers. The most cost-effective option is using the services of an artist Ryan knows. We will confirm that she is available for that date and will ask for a list of supplies that are needed. Communication will go out for registration in the first week back after the Christmas break.

- Council has a load of books left over from book sales in previous years. We will keep half of them for our next book sale but would like to donate a number of books to the Friends of the Ottawa Public Library who will use them in their own book sales to raise funds for the library. Kate has offered to make the drop-off at their location since it must be done during the week, by appointment.

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

Mireille

- Mireille thanked Council for Monster Mash. The kids all had a lot of fun.
- The two new benches have been installed in Yard B
- Movies in the classroom—There are general guidelines for staff about showing movies in the classroom including keeping them age-appropriate. On occasion, when the movie may contain more mature themes, a note will be sent home with the students informing the family that the movie will be shown. Staff will be reminded to use good judgement when selecting movies for their class to watch including but not limited to the age-appropriateness of a movie.
- Remembrance Day Assembly will take place on Friday November 10 at 1045 in the school gym. In general, the Board has a policy that when Remembrance Day falls on a weekend (as it does this year) ceremonies in the school should take place on the Friday. Many classes will be taking part in the ceremony.
- There will be a school lockdown practice on Monday, November 13. The School Resource Officer (SRO) will be onsite during the practice to ensure all students are aware where they should go and what they do in the event of a lockdown. The SRO is an Ottawa Police Officer who has been assigned to our school. The SRO will attend the school as needed but will also be spending more time in the school so that the students can see police officers in a more positive role (not only when there is a problem).
- A new electronic speed sign has been placed in front of the school to remind drivers to slow down in school zones.
- Mireille reviewed the EQAO results from Henry Larsen in comparison to the Board and to the province. It is important to note that a small cohort of students can dramatically affect overall results. It is also important to note that students who do not write the EQAO tests are still counted in the numbers but they are assigned a “0” grade which in a small cohort can falsely lower the overall performance of the school. Results for all schools as well as sample questions can be found on the EQAO website. Staff have been analyzing the results of last year's results to look for trends or to find common areas where students seemed to struggle.
- There has been an update to the school website so you will see some differences when you visit the school website. This is a Board-wide change. Effective December 1, parents and guardians will be able to go online (School Cash Online) to pay for things at the school traditionally paid for by cash or cheque (eg. Pizza orders, field trips, milk orders...). A note will be sent home a few days prior to the roll-out to explain how the system will work.

- Progress reports will be sent home on November 9. Parent/Teacher interviews will take place on the evening of November 23 and morning of November 24.
- Rideauwood Addiction and Family Services will be visiting Henry Larsen to make presentations to the grade 7-8 students. The focus of the grade 7 presentation will be stress management and the focus for the grade 8 presentation will be drugs and alcohol.
- Grade 8 students will be visiting Cairine Wilson on November 30.
- Bus evacuation training will take place this week for all students whether they take the bus or not.
- There is a hydro safety presentation scheduled this week.

6. Teaching Staff Liaison Report – Kim Engelbrecht attended for Dianne Morris

- Lots going on in the school. Refer to Google Calendar on the school website to stay updated on all the different activities.
- Volleyball tryouts are ongoing for boys and girls at all levels.
- There are 20 students going to WE Day this year.
- True Sport Volleyball Days are being offered to students in grades 6-8. There is a girls day, a boys day and a coed day where students will play volleyball after school and then have pizza together. Permission forms were sent home this week.
- No teacher requests were submitted this month.

7. Website Update

- Ryan was not at the meeting.

8. Treasurer's Report

- Tara presented her financial report.
- Both the Parent Reaching Out Grant and the Parent Involvement cheque from the Board were received.
- There has also been numerous Simply Giving donations so far this year.
- Receipt needed for Mr Pretty's purchase for the haunted house. Jennifer will follow-up with Rose to get this.
- A discussion was held about having a babysitter available at Council meetings to try to bring more families out to the meetings. Jennifer motioned that \$250 of the parent involvement funds be set aside for babysitting. This was seconded by Marcia and agreed by all. We will trial this with the December meeting.

9. Fundraising

- Samko & Miko – Will take place November 8-12. Info was sent out last week and reminder will go out on November 7.
- Boston Pizza Night – Nov 8, 2017—Reminder sent home.
- Bags 2 School – Nov 17, 2017. School will be open Thurs, Nov 16 in the evening and Friday, Nov 17 in morning for drop offs. Volunteers will be sought to help out.

- Purdy's and St-Albert Cheese orders are still coming in. A reminder will go out before the deadlines.
- Simply Giving Forms have been sent home. Have had lots of response.
- Fundscrip is ongoing
- Chapters -- Date set for Tues, Nov 14 from 6-8pm at Silver City Chapters

Future fundraisers will be decided on need at the time. Additionally, changes may be made to this depending on the success of the various fundraisers and on the needs of the school.

10. Henry's Cool Yard

- Teresa and Ryan completed Form 700 for the outdoor classroom. Christine will sign and submit the form before the November 30 deadline.
- Mr. St-Onge was looking into getting estimates for the triple jump/long jump pit

11. Other Business

- Holiday Store – Dec 4-8. Monday night will be set up, Tues-Fri will be the store held in the multipurpose room. Request for donations was sent home. Collection box will be in the office.
- A discussion was held concerning getting more parents out to Council meetings. Some suggestions included:
 - Synervoice before each meeting offering babysitting service
 - Table in the lobby at Parent Teacher interview night for sign up for the Council mailing list.
 - On each classroom door on Parent Teacher interview night, place a poster informing families on how to get on the Council mailing list
 - Attend the May meeting with the kindergarten families

12. Next Meeting

- The next council meeting will be Monday, December 11 @ 7pm.

13. Adjournment

- The meeting was adjourned at 8:25 pm.