



## Council

### Emily Carr School Council AGM/Council Meeting Minutes November 21, 2017 @ 18:30

**Present:** Derek Black, Rob Cosh, Keri Coulson, Karen Green, Rob Hawgood, Lara MacDonald, Heather Mawhinney, Uzo Onochie-Roy

**Regrets:** Lesley Ireton

**1. Welcome/Call to order (Rob Cosh) at 6:35pm.**

**2. Approval of agenda:**

Motion to approve the agenda by Derek Black, seconded by Rob Hawgood. Motion carried.

**3. Approval of October 17, 2017 ECMS Council Minutes:**

- In section 5 (Treasurer's report) change Le Monde en March to Le Monde en *Marche*.

Motion to approve the amended minutes by Derek Black, seconded by Uzo Onochie-Roy. Motion carried.

**4. Chair's Report (Rob Cosh):**

- Rob Cosh attended the "Safe Schools" meeting in the past month. He noted that the "Safe School Plan" binder is very comprehensive and is available for review both here at the school or from Rob.

**5. Treasurer's Report**

- See "**Statement of Cash Flow**" for the updates and impacts on the budget.

- The cash balance was \$21,774.43 at the end of Oct.

- The approximate uncommitted funds for the 2017-18 year = \$21,190.15

- See the "**Draft Budget**" report – The expenses are approximately \$14,000. The Expenses for "School support" are still in "Draft" form and can be modified to reflect school needs.

- The "Fall 2017 Wish List" was reviewed. Options to increase, decrease or maintain categories were discussed. Library support can be increased. The gym instructor will be asked about needs for badminton rackets.

- Music/arts and outdoor learning categories can be added to the "school support" portion of the budget.

Motion to approve the treasurer's report by Lara M, seconded by Heather M. Motion carried.

**ECMS Council Meeting – November 21, 2017**

**6. Principal's Report (Keri Coulson):**

**See principal report.**

- Staffing update – received a 0.5 needs adjustment to address the high student numbers in Ms. Eadie's grade 6 class. Ms. Jennifer Neill will teach English and math to 18 of the students.
- Karen Green provided a power point presentation on the new "School Cash Online" system coming in December.

**7. Fund Raising (Pizza) Report (Heather Mawhinney):**

- The second term of pizza starts before the winter holiday, so we may need to advise those parents who haven't paid for the full year.

**8. Ottawa Carleton Assembly of School Councils (OCASC) Report:**

- Oct 19<sup>th</sup> meeting – 82 schools were awarded PRO grants and there were no changes made to the program. "School Cash Online" and new school websites were discussed.
- Nov 16<sup>th</sup> meeting – Discussion of gifted program and special education advisory committee (ie. are school councils reflecting needs of all groups, reflecting diversity?). OCDSB CFO Michael Carson provided highlights of board financial statements, noting a positive trend after a multiyear recovery plan. Discussed school council funds and where we do our banking. Board appeared to be leaning towards having council banking done through the school rather than offering a choice. There will be a special meeting of council treasurers and chairs in New Year. Decisions to be made in March/April.

**9. Unfinished Business:**

- Leadership program – options are still open for discussion. MacSkimming is convenient and also does an overnight program.
- Discussed items to fund this year (see Treasurer's report)

**10. New Business:**

- Potential changes to council banking procedures - pending

**11. Approval of Monies:**

- **\$500 for indoor recess activities – Heather moved, Derek seconded, motion carried.**
- **Defer the balance of the items to an email vote.**

**12. Meeting adjournment at 8:10pm:**

Motion by Lara MacDonald, seconded by Rob Hawgood. Motion carried.

**Next Meeting: Tentative date Dec. 19<sup>th</sup> at 6:30pm, but may defer til January. Rob Cosh to confirm.**

## Principal's Report:

Staffing update: We received a 0.5 needs adjustment to help support the high numbers in Grade 6 English. Ms. Jennifer Neill has joined our family and is teaching Language and Mathematics to 18 students from Mrs. Eadie's homeroom. Ms. Neill comes to us with a lot of experience at the Gr. 6 level and has her Specialist qualifications in the field of Special Education. Ms. Neill started in her role on Monday November 6<sup>th</sup>.

Progress reports went home on Thursday November 9<sup>th</sup>. Parent-Teacher conferences are being conducted during the evening of Thursday November 23<sup>rd</sup> and the morning of Friday November 24<sup>th</sup>. Information about Parent-Teacher conferences was sent home with Progress Reports.

Our first lock down practice went very smoothly. SRO Alan Porteous was on hand to help us with this important drill. He made a few suggestions of where students and staff may better position themselves in the event of a lockdown. He made us aware of "sight lines", encouraged us to go "deeper" i.e. a closet within a closet is safer than just a closet and encouraged us to always ask ourselves, "Where am I the safest?" Bus evacuation drills took place on October 19<sup>th</sup> and the students participated well in these drills.

We had a fun and exciting Halloween. The WE team organized a variety of activities including a staff costume challenge which was won by Mme Deschambault. We finished off the day with a dance.

Our Terry Fox Walk/Run took place on Friday November 3<sup>rd</sup> during last period. We raised \$145.60 for cancer research and hope to increase this amount next year.

On Friday November 10<sup>th</sup>, we honoured our armed forces and acknowledged the great country we live in at our Remembrance Day assembly. Master Corporal Mooney, a member of the Military Police, spoke to our students about what it means to be a hero. I was very impressed by the behaviour and decorum displayed by our students during the assembly.

Our School Learning Plan team has developed concrete plans to improve our students' problem solving skills. We knew from our work on the October P.A. Day, that "language" – acquisition, processing and application – was a hurdle for our students in solving Math problems. By drilling down even further into the "language of math", the team noted ambiguities and misunderstandings of vocabulary. We then looked at high yield strategies that would work to correct this issue while enhancing our students' acquisition, processing and application of vocabulary as it relates to problem solving. Increased use of word wall words related to problem solving was the high yield strategy selected for this work. From there, we developed our Theory of Action:

If teachers explicitly plan for and teach problem solving and key content vocabulary using word walls, then students will be able to acquire, internalize and apply this knowledge to solve problems effectively in Number Sense & Numeration and across other settings.

Using the Ontario curriculum documents and EQAO samples and Ministry websites, the team then developed a list of problem solving vocabulary and definitions for the staff. The expectation is that all staff will develop word walls with their students that, among other subject/content words, feature problem solving vocabulary, definitions and examples. The word walls should be co-constructed with the students and be easily accessible to them – may even be electronic so that students can access them at home. Exit cards that utilize the emphasized vocabulary will be used to determine student progress within our SLP. While our SLP has a Math focus, problem solving is a life skill and applicable to all subjects and areas. As a result, all teachers are involved with the plan, making the SLP a true school-wide initiative.

Emily Carr continues to be a hub of activity. Ms Baker took a large group of students to the Ottawa WE Day event at the CTC Centre last week. This event inspired our WE team to make a difference, both locally and abroad. For example, a bake sale in support of the Ottawa Humane Society and the sale of Rafikis for the Me to We Foundation are being considered. Intramurals are running almost every day at

lunch, our volleyball teams are practicing for upcoming tournaments and our Rainbow Club meets regularly. Plans are also underway for 2 winter activity days to take place on Thursday February 15<sup>th</sup> and Thursday March 1st. Like in past years, 3 options will be provided: downhill skiing, tubing and local outdoor activities. Stay tuned for more information but our plans are to get this info to parents/guardians prior to the holidays.

Ms Shannon is busy working with our bands and choir in preparation for our Holiday Extravaganza on Wednesday December 20<sup>th</sup> starting at 6:30 pm. This is a fundraiser for the bands' trip to Montreal.

We are a part of the phase 2 launch of School Cash Online. Finance is aiming for a Friday December 1<sup>st</sup> launch but this date is not set in stone. Karen has some information to share with you on this new payment system (Power Point presentation).

# Statement of Cash Flow

Emily Carr School Council  
From 1 Nov to 30 Nov 2017

OPENING CASH BALANCE	\$21,774.43
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## Cash flow from Primary Fundraising

### Pizza Program

Deposit	\$478.35
Payment to ECMS	-549.28

### Misc

Parent Donation	\$200.00
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## Cash flow from School Support

## Cash flow from School Council

Bank Account fees	-\$2.25
Net School Council Expense	-\$551.53
Increase (decrease) in cash during the period	\$126.82
Cash balance at the beginning of the period	\$21,774.43
Cash balance at the end of the period	\$21,901.25

# Statement of Cash Flow

Emily Carr School Council  
From 1 Nov to 30 Nov 2017

### Committed Funds:

Less Cheque #737 (OCASC)	-\$35.00
Less Cheque #738 (Pizza Program)	-\$981.64
Committed funds subtotal:	-\$1,016.64

Actual available funds - balanced to account statements	\$21,901.25
<b>Approximate Uncommitted Funds for 2017-18 School Year</b>	<b>\$20,884.61</b>