



Council

**Emily Carr School Council AGM/Council Meeting Minutes
May 15, 2018 @ 6:30pm**

Present: Rob Cosh, Keri Coulson, Karen Green, Lesley Ireton, Lara MacDonald, Heather Mawhinney, Uzo Onochi-Roy, Sandra Schwartz

Regrets: Derek Black, Rob Hawgood

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

2. Approval of Agenda:

- Proposal to amend the agenda so that Sandra Schwartz can present before the regular reports.

Motion to approve the amended agenda by Lara MacDonald, seconded by Uzo Onochie-Roy. Motion carried.

3. Approval of the April 2018 ECMS Council Minutes (Prepared by Rob Hawgood):

- Minutes to be circulated by email in near future by Rob Hawgood and voted on by an email vote.

4. Chair's Report (Rob Cosh):

- No formal report. Introduction of Sandra Schwartz, OCDSB trustee for our zone.

5. Update by Sandra Schwartz, OCDSB Trustee

- Bio – currently working full time for the Federal Government in addition to her work as the OCDSB trustee for our zone.

Accommodation Review Update:

- Once the Rideau/Gloucester review was completed, the accommodation process was put on hold while the overall accommodation process policy was reviewed. The need to review the policy could be a reflection of what was happening in more rural areas where smaller communities have only one school and therefore closure of the local school would have a huge impact.
- The Board will continue with the accommodation review in the future. In time, where possible, there will be a consolidation of middle schools into JK-grade 6 /grades 7-12, or JK-8. There may always be times however when these scenarios aren't appropriate.
- Capitol priorities identify where we should be building, then a proposal needs to be submitted to the province. Approval has now been granted with funding to build a new high school in Stittsville.
- Since there are four boards in our region that compete for the same students, the OCDSB can't ask for new builds unless they can show where they can consolidate. They need to show population growth/densities which justify the proposals.

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- This year, a recommended capitol priority (lower down the list) is for a new east end urban elementary school – located just south of this neighborhood ie. Bradley Estates. This will not happen for some years, but when it does, it will affect the broader catchment area and it will have an impact on this community. The trustee for this area at that time should be involved in this area with parents long before building decisions are finalized.
- Many Board documents are open for public review. As things move towards more formal decision making, there is a process of informing the community ie. Zone Meetings etc.
- We need to work with the trustees in the early phases of the accommodation reviews.

Update on policy/procedures re. school council generated funds:

- Revised consultation plans will be presented to the Audit Committees re. council generated funds
- Michael Carson has already spoken to OCASC. A focus group will be developed.
- Board needs to make sure procedures for Councils are clear and properly outlined. Derek is interested in being involved.

Budget planning:

- It is currently budget time.
- Special project ideas were proposed some years ago. The Province required the Board show how finances were being managed.
- Past few years budgets were austere, but now the Board is in a much healthier position.
- Staffing portion of budget has been completed.
- Each year the Board gets a list from the Province of student needs funds. These are focused funds directly to boards. ie. Last year they received math funding to enhance programming. This year, they have received notifications of funds and staff have been notified. The funding ensures we continue have supports in the classrooms ie. Additional social workers, psychologists and “hands on” supports in the classroom. There is a big push to provide equity of programming and access. There will now be an Indigenous council.

Moving forward:

- Let Sandra know if there are things our council wants her to push for.
- She will continue to update the community association re. Accommodation Review for middle schools and will continue to come to update/meet with our council whenever needed.

6. Treasurer's Report (Rob Cosh for Derek Black):

- See “Treasurer's Report” for the updates and impacts on the budget.
- Derek questioned how any money accrued from Pita Pit would come back to council. Pay out 2x/yr.
- Error needs to be corrected for future correspondence - \$5.25, not \$5.
- Some monies left for library and gym.
- \$1000 was previously budgeted for school leaving – It was confirmed for Keri that these funds have been approved and are still available. It was discussed that if extra funds are required for a photo booth, we may be able to provide some funding.

Motion to approve the treasurer's report Heather Mawhinney, seconded by Rob Cosh.

7. Principal's Report (Keri Coulson):

- See Principal's Report.

8. Fund Raising (Pizza) Report (Heather Mawhinney):

- Going well. A refund list has been drafted and Heather will reach out to families re. refund options.

9. Ottawa Carleton Assembly of School Councils (OCASC) Report (Rob Hawgood): None

10. Unfinished Business: None

11. New Business:

- Next year – plan to continue with Tuesdays for council meeting. Keri to follow up.
- PRO grant – Lesley to look at this shortly. Mental health was a good topic a few years ago.

12. Approval of Monies: None

13. Meeting adjournment at 8pm:

Motion to adjourn by Lara MacDonald, seconded by Lesley Ireton. Motion carried.

Next Meeting: Date, time and location of the final June meeting to be determined by email.

Principal's Report

May 2018

Planning for the 2018-2019 school year continues. Our enrollment is projected to be 300 which is where we are currently sitting. Our tentative school organization is as follows:

English	Early French Immersion
Grade 6	Gr. 6
Grade 6	Gr. 6
Grade 7	Gr. 7
Grade 7/8	Gr. 7
Grade 8	Gr. 8
	Gr. 8
Total = 5	Total = 6

Our Special Education assignment remains unchanged at 0.75 Learning Support Teacher (LST) and 1.0 Learning Resource Teacher. We are awaiting word on our Educational Assistant allocation for next year. There is a newly created teaching position entitled Student Success provided to all schools with Intermediate students. We have been allocated 0.5 SST. This is a very positive enhancement that will help us better meet the needs of our students. Overall, we

are in a hiring position! I am working with the Human Resources department to staff a 0.75 English vacancy and 0.75 French vacancy for next year.

Nick Hearty, teacher of grade 7 EFI, is currently off on medical leave. Michael Dansoh has been hired to replace M. Hearty. Danny Shalom who was teaching Phys. Ed., Health and DPA to R6A has accepted a full-time assignment at another school in the district. I am working with HR to fill this assignment as quickly as possible.

The formal cycle of our School Learning Plan is wrapping up. As you know, we have focused our work on the development of problem solving and key content vocabulary. Starting in February, we began more intentional work with learning goals, and developing success criteria with and for students. Over the next few weeks, our students will be completing culminating tasks that will measure their acquisition, application and internalization of problem solving and key content vocabulary. Our School Learning Team will then meet in June to review our students' progress and begin making plans for the next school year.

The school climate survey is open until this Friday. Your feedback will assist us in developing strategies to reduce bullying while providing safe and inclusive schools for all students. The survey can be found on the district's website and ours. Please consider responding.

With the spring-like weather finally upon us, our students are taking full advantage of our green spaces. Our Jump Rope for Heart event on Friday was a big hit. We enjoyed being outside and moving in support of such an important cause. The funds are still coming in but I will report back on the amount we raised as soon as possible. Our band is travelling to Montreal on Thursday and Friday which will surely be an amazing trip. We have a group of young dancers performing at the University of Ottawa on Thursday and 2 of our students made the OCEAA All Star basketball team. Intermediate soccer and track & field are kicking off this week. We have 47 students who are interested in participating in the Gauss Math contest hosted by the University of Waterloo and our annual Math Olympics event for Gr. 6 students will be taking place tomorrow. This is a fun day that helps prepare our Gr. 6 students for the EQAO assessments which they will complete next week. On May 30th, our annual WE Day event will take place. The day will begin with our keynote speaker Katie Weatherston (Gold medalist with the Canadian Olympic Hockey Team in 2006). Student will participate in different workshops focused on well-being. We wrap up the day with a music presentation. A big thank you to Karen for organizing this morning's Volunteer Breakfast. It was so nice to enjoy a fresh cup of coffee with staff and community members who help make ECMS such a great place. Finally, plans are underway for our Honk & Blow which is slated for the evening of Wednesday June 13th, our Feeder School Day which will be on Friday June 15th, and our School Leaving Ceremony on Wednesday June 27th beginning at 10:00 am.

EMILY CARR SCHOOL COUNCIL
Budget 2017 - 2018 31 May 2018

	Budget	To Date	Actual
	(plan)	(active)	(final) (31 Aug)
<u>REVENUE</u>			
<u>Primary Fundraising</u>			
Pizza Program	\$ 7,300.00	\$ 6,464.00	
Parent Involvement Fund	\$ 500.00	\$ 500.00	
Misc Fundraising	\$ -	\$ 205.95	
SubTotal Fundraising	\$ 7,800.00	\$ 7,169.95	\$ -
Carryover from 2016/17	\$10,518.89	\$ 10,518.89	
TOTAL REVENUE	\$18,318.89	\$ 17,688.84	\$ -
<u>EXPENSES</u>			
<u>SCHOOL SUPPORT</u>			
Arts / Music	\$ 1,600.00	\$ 111.86	
Classroom Equipment	\$ 1,750.00	\$ 1,729.80	
Grade 6 Orientation	\$ 250.00	\$ -	
Gym Equipment	\$ 1,500.00	\$ 532.15	
Library	\$ 1,000.00	\$ 854.33	
Le Monde	\$ 644.10	\$ 644.10	
Misc. Opportunities	\$ 500.00	\$ -	
School Leaving Ceremony	\$ 1,000.00	\$ -	
Special Education	\$ 500.00	\$ -	
Student Leadership Activity	\$ 1,250.00	\$ -	
Technology	\$ 3,000.00	\$ 3,000.00	
SubTotal School Support	\$12,994.10	\$ 6,872.24	\$ -
<u>SCHOOL COUNCIL</u>			
OCASC Membership	\$ 35.00	\$ 35.00	
ECSC Operating Expenses	\$ 250.00	\$ 243.00	
NSF Fees	\$ -	\$ -	
Bank Fees	\$ 27.00	\$ 20.25	
SubTotal School Council Expenses	\$ 312.00	\$ 298.25	\$ -
TOTAL EXPENSES	\$13,306.10	\$ 7,170.49	\$ -
Less Reserve Holdings	\$ -	\$ -	\$ -
Plus Cash Float	\$ -	\$ -	\$ -
Less Committed Funds (2017/18)	\$ -	-\$ 1,003.09	\$ -
<u>NET INCOME</u>	\$ 5,012.79	\$ 9,515.26	\$ -

Statement of Cash Flow

Emily Carr School Council
From 1 May to 30 May 2018

OPENING CASH BALANCE	\$13,324.95
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Cash flow from Primary Fundraising

Pizza Program

Deposit	\$346.50
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Cash flow from School Support

Cash flow from School Council

Bank Account fees	-\$2.25	
Net School Council Expense		-\$2.25
Increase (decrease) in cash during the period		\$344.25
Cash balance at the beginning of the period		\$13,324.95
Cash balance at the end of the period		<u>\$13,669.20</u>

Statement of Cash Flow

Emily Carr School Council
From 1 May to 30 May 2018

Committed Funds:

Less Cheque #754 (ECMS - Pizza)		-\$1,003.09
	Committed funds subtotal:	-\$1,003.09

Actual available funds - balanced to account statements	\$13,669.20
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<i>Approximate Uncommitted Funds for 2017-18 School Year</i>	<i>\$12,666.11</i>
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