



JACK DONOHUE PUBLIC SCHOOL COUNCIL

MEETING MINUTES – OCTOBER 4TH, 2016

Location: JDPS Library

Time: 7:00 – 9:00 pm

✓ Attended

✗ Regrets

	Abbott, Kim	✓	Guessaier, Chiraz		Russell, Karyn
✓	Alce, Cindy	✓	Helliwell, Yvette		Simmons, Jessica
✓	Alvi, Allison		Kalinsky, Vadim		Tovell, Janet
	Atatra, Alice		Khawas, Dianne		VanderKloot, Mark
	Awad, Sameh	✓	Lucas, Susan		Watters, Char
	Barrett, Sydney		Maranduik, Stephanie		
	Bastable, Judi		Matrawy, Ashraf		
✓	Beimers, Tanya	✓	McAndrew, Jennifer		
	Bird, David		Mears-Mason, Jessika		
✓	Corker, Laura		Morris, Clare		
X	Darragh, Rowena		Norris, Laura		
	Flowers Code, Holly	✓	O'Donnell, Amanda		
	Goodfellow, Allison		Ritchie, Irene		
	Green, Thomas		Robb, Katie		

Meeting Handouts

Draft Agenda – October 4th, 2016

Meeting Minutes & Action Items – September 13th, 2016

Agenda Item #1 – Call to Order

(Yvette Helliwell)

The meeting was called to order at 7:00.

Agenda Item #2 – Approval of October 4th, 2016 Agenda

(Yvette Helliwell)

Agenda was approved.

Yvette Helliwell moved to approve the agenda; seconded by Laura Corker

Agenda Item #3 – Acceptance of September 13th, 2016 Minutes/Review of Action Items

(Yvette Helliwell)

The minutes were approved.

Action item #1. We will have an update for the next meeting, just to capture all the new recommendations and how they will be implemented.

Yvette Helliwell moved to approve the minutes and action items, seconded by Amanda O'Donnell.



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Agenda Item #4 – Setting of 2016/2017 Council Priorities (Yvette Helliwell)

Priority # 1 will stay the same, however an addition was made under the “HOW” column to say that council will request volunteers from the entire school community for events instead of just council members. Council discussed whether we should have reps for different grade groups. It was decided to leave this to see if we can get more people to come to council meetings first. It was mentioned that council must be descriptive in the help that it is looking for. A list of jobs that need to be filled, along with job descriptions, will be sent out through Synervoice. Cindy will add to the monthly Synervoice that daycare is available for parents who need to bring their children to Parent Council Meetings.

Council discussed moving Priority #2 to Priority #3. Our council currently has a very healthy bank account with no particular project to fundraise for, so we have no particular need to focus on fundraising. The idea of raising money for a sister school was discussed. To make this happen, council would have to be clear when running a particular fundraiser that the funds would not be going to JDPS, but would be going to a school that does not have the ability to raise funds as easily as JDPS. No changes were recommended for the “HOW” section for this priority.

Motion to approve moving Priority #2 down to Priority #3. All in favour.

Council’s new Priority #2 (safety and well being of students) – Council will continue holding events such as the presentation by Dr. Jennifer Karp and the social media presentation. Council will look into find at least one speaker for the year and maybe two. The wording under “HOW” will be changed to support families through wellness programs.

Revisions will be made to the Priorities document and then review again in June to see how we did.

Agenda Item #5 – Principal’s Report and Q & A (Cindy Alce)

JDPS was allocated another kindergarten class. This class reduced our kindergarten numbers from over 30 students per class, to approximately 24 students per class. The class is up and running as of today.

We had our first lock down drill on Sept. 29th. It went very well. We had 3 police officers on site. The School Resource officer is Cindy Cybulski. This is her second year with us.



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Cindy presented the “Our School Parent Survey results” (Tell It From Me). We received 104 responses of 915. The parents who responded generally graded the school well. Here are a few highlights:

- Parents feel informed (7.2/10)
- Parents supporting learning at home (6.2/10)
- Parents feel welcome (7.8/10)
- School Safety (7.8/10)

Cindy presented the EQAO results for Jack Donohue:

Primary

	Provincial	District	School
Reading	72	74	75
Writing	74	74	87
Math	63	62	75

Junior

	Provincial	District	School
Reading	81	84	94
Writing	80	82	90
Math	50	53	72

Agenda Item #6 – Vacant Council Positions (Yvette Helliwell)

Fundraising Chair

Webpage Coordinator - Chiraz Guessaier will take this position

OCASC Representative

Financial Reviewer - Susan Lucas confirmed that she will do this again this year

Non-Teaching Staff Representative - We will no longer have this position

Community Representative - Still confirming if Claire Morris will take this position again

Zone Meeting Representative (Christine Boothby holds a meeting for Kanata Schools)

There was discussion as to whether council should add new positions to better line up with our changed priorities. It was decided that we keep the positions as is with the Fundraising Chair as the lead, and that person can create sub-committees as required.



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Cindy will send out a Synervoice to let parent know that we still have vacancies for the Fundraising Chair, OCASC Representative and Zone Representative.

Agenda Item #7 –Fundraising/Fall BBQ Update (Yvette Helliwell)

Jennifer gave a quick update about the fall BBQ. Volunteers have been coordinated for the BBQ. The only outstanding item is finding a place for the fire truck to park where in can make a quick exit if required. Cindy suggested the back parking lot as the best place.

Pizza program would like to purchase two new tables. They are \$179 per table through the board. Jennifer mentioned that she could get them for half the price through her company. Motion to approve funding of up to \$358 for tables. All in favour.

We will ask for a wish list from teachers for the November meeting.

Agenda Item #8 – Treasurer’s Update (Tanya Beimers)

Council has a new bank account with TD. As of the end of June council’s net revenue was approximately \$60,000 and expenses were approximately \$29,000. That leaves a surplus of over \$30,000.

Agenda Item #9– New Business (Yvette Helliwell)

Laura Corker would like to get the pizza on-line. Yvette has proposed that Laura gets in touch with Allison and Chiraz to form a sub-committee to get pizza on-line. This will be added to the action items. An e-mail will be sent out to let people know that the website is updated and about the vacant positions.

Agenda Item #10-Adjournment and next meeting date (Yvette Helliwell)

Meeting adjourned at 8:12 pm.

Yvette tabled a motion to adjourn the meeting, seconded by Susan Lucas.

Next Meeting: Tuesday November 1st, 2016 at 7:00pm at Jack Donohue Public School library
All parents are welcome to attend.