



JACK DONOHUE PUBLIC SCHOOL COUNCIL

MEETING MINUTES – SEPTEMBER 13, 2016

Location: JDPS Library

Time: 7:00 – 9:00 pm

✓ Attended

✗ Regrets

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

Meeting Handouts

Draft Agenda – September 13, 2016

Meeting Minutes & Action Items – June 7, 2016

Agenda Item #1 – Call to Order/Elections

(Shari Fisher)

The meeting was called to order at 7:02 p.m. Shari welcomed all attendees. It was decided that Shari could be the elections chair since she was not running for any of the positions. The elections were held with the following results:

- Chair – Holly Flowers-Code was the only nominee. She was voted in unanimously.
- Vice-Chair - Yvette Helliwell was the only nominee. She was voted in unanimously.
- Treasurer – Tania Beimers was the only nominee. She was voted in unanimously.
- Secretary – Allison Alvi was the only nominee. She was voted in unanimously.
- Fundraising Chairs – Vacant
- Web Page Coordinator – Vacant
- Pizza Lunch Coordinator – Laura Corker was the only nominee. She was voted in unanimously.
- Milk Program Coordinator – Laura Corker was the only nominee. She was voted in unanimously.
- Volunteer Coordinator – There were no nominees for this position. It was decided that the position would no longer be needed. Each event or function will ask for volunteers as required.
- OCASC Representative – Vacant
- Financial Reviewer – No one was nominated. Susan Lucas held this position in the past, so she will be approached to find out if she can do it again.
- Principal – Cindy Alce
- Vice Principal – Dianne Khawas



JACK DONOHUE PUBLIC SCHOOL COUNCIL

MEETING MINUTES – SEPTEMBER 13, 2016

- Teacher Representatives – Thomas Green and Cathy Bobbin
- Non-Teaching Staff Representatives – Vacant
- Community Representative – This position was previously held by Claire Morris. She will be contacted to find out if she would like to continue with this position.

Agenda Item #2 – Dates and Times for 2016-2017 School Council Meetings (Shari Fisher)

Shari Fisher put forward the suggestion to continue to hold the meetings on the first Tuesday of every month. All attendees were in agreement.

Agenda Item #3 – Approval of September 13th, 2016 Agenda (Shari Fisher)

The meeting agenda was approved.

Shari Fisher moved to approve the agenda; seconded by Mark VanderKloot

Agenda Item #4 – Acceptance of June 7th, 2016 Minutes/Review of Action Items (Shari Fisher)

No changes to the minutes were needed.

Shari Fisher moved to approve the minutes and action items, seconded by Laura Corker.

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

- Our enrollment is currently 810 students. We are down approx. 95 students from last year.
- The first day of school went well. We used the School Connects Automated system to contact families during the Labour Day long weekend to share homeroom teacher/location. This appears to reduce much of the first day chaos. Thanks to the members who assisted us on the first day. Your support is always appreciated.
- We have staggered the nutrition and recess breaks again this year, which appears to be working really nicely. This year we have paired primary and intermediate students to eat and play and the junior aged students to play then eat. There are a couple of grade 3s who follow the junior schedule and one 3/4 class that follows the primary schedule based on location of their class.
- Orange Shirt Day-Friday, Sept. 30-This is a national movement to educate students and communities on the history and of Canadian Residential Schools. This annual Orange Shirt Day opens the door to create meaningful discussion about the effects of Residential Schools.
- We had our first Fire drill today. It went well.
- Lockdown drill is scheduled for the end of the month. I am waiting for confirmation of the name of our School Resource Officer.



JACK DONOHUE PUBLIC SCHOOL COUNCIL

MEETING MINUTES – SEPTEMBER 13, 2016

- Noon Hour Lunch Monitors-We are pleased to share that Zakia Numan and Tahih Arif are returning as our Lunch Monitors. They will be working 2 hours per day before during and after Nutrition Breaks/Recess periods.
- We have experienced a reduction of .5 office staff due to system cuts. As well, Kelly Mills is off for the next month due to a badly broken leg. We have Jane Bernard in. She is a retired Office Administrator.
- Instrumental Music –Rentals and Personal property- A reminder to all intermediate families that instruments are not covered by the Board's insurance. Student instruments should be covered by home insurance. Parents/Guardians would need to advise their insurer.
- Thank you all for your support with International Night held in June. We had over 200 visitors to Jack Donohue World, and a very well stocked bake table to feed the weary travelers! In total we raised \$931.05 for Free the Children, and a good time was had by all.
- Presentation of Our School Parent Survey results-we had 104 responses of 915.-deferred to October's meeting

Agenda Item #6 – Treasurer's Report (Shari Fisher)

Tanya Beimers had to leave the meeting early, so Shari Fisher stated that there has been no activity on the account since the June Council meeting.

Agenda Item 6.1 – Historical Allocations

- \$300 was allocated for the forgotten lunch program.
- \$35 was allocated for OCASC membership.

Agenda Item #7 –New Business (Shari Fisher)

The Meet the Teacher BBQ will be held on Wed Oct 5th. Jennifer McAndrew is running this event. She was unable to attend the meeting, but she prepared an update and requested council input through Cindy Alce.

- Basing numbers for purchase on half the students coming and bringing 1 parent, supplies will be purchased for 800 guests.
- M&M meats can provide the burgers and hot dogs for the event.
- Sell burgers and water or juice boxes for \$5.00.
- The question was put to council whether chips should also be included. Council decided to include chips.
- The suggestion to sell popcorn instead of freezies was approved.
- The suggestion of an inflatable slide was put forward, but was not approved by council due to safety concerns.
- Face painting was approved for this event.



JACK DONOHUE PUBLIC SCHOOL COUNCIL

MEETING MINUTES – SEPTEMBER 13, 2016

- The suggestion to set up a photo booth was approved. A \$1 fee will be charged for students to use the photo booth. Digital copies will not be kept. Amanda O'Donnell volunteered to be the photo booth attendant for the event.
- An allocation of \$1500 was approved to buy supplies for this event.

Agenda Item #10 – Adjournment and next meeting date (Shari Fisher)

Meeting adjourned 7:58 pm.

Shari tabled a motion to adjourn the meeting, seconded by Mark VanderKloot.

Next Meeting: Tuesday October 4th, 2016 at 7:00pm at Jack Donohue Public School library
All parents are welcome to attend.