SPS COUNCIL MEETING MAY 9, 2023

	Executive (present)									
Chair		Martyn Reid	\	/ice Chair	Jei	nnifer Paul	Tre	easurer	R	ebecca Land
Fundraising		Melanie Reid	Vo	olunteering	Alison D	Danson (Online) Foo		l Program	Rob	yn Macdonald
Fundraising	Ke	endra Marshall		Staff Rep	Virgin	ia O'Halloran	Se	ecretary	S	arah Arbour
Principal (non voting)	Т	rent Taniguchi		ce-Principal on voting)	Ke	elly Rogers	С	omms	Ki	rsty Edwards
	Members at Large (present)									
Kayleigh Re	ad	Tamara Billey		Jesse H	ead Kristen Harco		off Donna Ed		Edwards	
			-		Atter	ndees				
Kim Medag	lia	Christina Bugatsc	h	Collee	en					
					Unable	to attend				
Eman Al Disi (Member at larg	le)	Anjana Govindarajan (Member at Largo		Tammy Bell ((Member at I		Colleen (Member at larg	e)			

Agend a Item	Торіс	Speaker	Notes	Decisions
1	Welcome and land acknowledgement	Martyn (Chair)	Agenda provided April meeting Minutes approved (Rebecca) Seconded (Jennifer)	N/A

2	Chair Report - <u>link</u>	Martyn (Chair)	 Drop Martyn an email if you are not returning next year or would like to join in a different capacity 	
	2.2 News from the Board (Informational)	Martyn (Chair)	 OCDSB Strategic Planning open house - May 19 from 6-8pm Bill Mason Outdoor Education centre Open trails - Saturday May 13 Bill Mason Centre is having its annual open trails day from 9am-3pm. Committee of the Whole - last meeting was April 25 PIC met April 12, next meeting is tomorrow 	N/A
3	Principal's Report	Trent (Principal)	 Cake walk is the exciting news around the school Media coverage of Police in the school - OCDSBhas to have a bigger conversation/decisions at the Board/trustee level. Superintendent can make case by case decision. EQAO - Grade 3 MAy 24, 25, 30 EQAO - Grade 6 June 6,7,8 	N/A
4	Staff Report	Virginia (Staff Rep)	See attached Staff report	
5	Treasurer Report	Rebecca (treasurer)	 Changes since April Confirmed food night revenue \$98.54, Jojo's Pizza \$280 Included an estimate for Cake walk revenue at \$7670 tickets at .50 each - almost \$4,000 in revenue but amount to be confirmed. Quickbooks fee increased for 2023 from \$158 annually to \$240 - Vote required to assume these increased costs. See attached Proposed 2022/2023 Budget for May 	Vote taken and passed unanimously

	51. Proposed Budget 2022-23	Rebecca (treasurer)	 See attached proposed budget Confirmed revenue \$29,000 Confirmed expenses \$35,680 	
6	Investments and Events Plans	Martyn	See attached Draft Council Event Plan	
7	Fundraising Report	Melanie	 Last food night is May 30 for McDonalds night. Melanie will reach out to sarah to let her know what is needed in terms of flyer. 	
8	Volunteers Report	Alison	Nothing to report	
9	Communications Report	Kirsty	Nothing to report	
10	Food Report	Robyn	 Thinking about next year and doing three cycles but open to options. She will put out a google form to ask for parents input. Also looking into other snack options. 	
11	Safe, inclusive, and caring Schools Report		Nothing to report	
12	OCASC Report	Casey/Sean	Meeting will be May 18, 2023	
13	Parent focused cultural, diversity and parenting support	Martyn (chair)	Nothing to report	

14	Misc					
15	Future agenda items and confirm date of next meeting		<i>N</i> artyn (chair) Next meeting June 13		Motion passed by all, no objection	
16	Motion to close the meeting	Marty	/n (chair)	Thank you for your time.	Motion passed by all, no objections	

STITTSVILLE PUBLIC SCHOOL COUNCIL CHAIR'S REPORT - MEETING 9 MAR 23

Stittsville Public School Council

Chair's Report - Meeting 9 May 2023

News from the Board.

OCDSB Strategic Planning Open House - May 15th, 6 p.m.- 8 p.m. at the Ottawa Technical Secondary School (485 Donald St) for an in-person public meeting about the development of the 2023-2027 Strategic Plan. This will be an opportunity for you to provide feedback, as we work toward finalizing the Strategic Plan by the end of the school year.

Bill Mason Outdoor Education Centre Open Trails - Saturday, May 13 Bill Mason Outdoor Education Centre is having its annual Open Trails day from 9:00 a.m. to 3:00 p.m. This is the only day of the year when this 77-acre classroom is open to the public! Learn more.

Committee of the Whole - last meeting was 25 April. Meeting link - Video link. COW is the Trustees and District staff meeting to decide on the running of the OCDSB.

Parent Involvement Committee (PIC) PIC met on 12 April - link. | Next meeting tomorrow - agenda at link

Board and Committee Meeting Calendar: Board and Committee agendas, minutes, livestreams and recordings of meetings are available for public viewing using the <u>meeting calendar</u>.

Events: Check the OCDSB Events Calendar regularly to view upcoming events open to families and students.

Speaker Series: The OCDSB Speaker Series offers free information sessions to the parent community. For upcoming Speaker Series events, visit ocdsb.ca/speakerseries.

OCDSB School council resources

- https://www.ocdsb.ca/our_schools/school_council
- https://www.ocdsb.ca/our_schools/school_council/supporting_school_councils

You can sign up to OCDSB notices here Link

Martyn Reid Chair of SPS Council

May 2023 School Council Teacher Notes - Virginia O'Halloran

School Activities

- Curling sessions from April were FABULOUS!! Every member of the class was able to participate and were so enthusiastic and engaged! THANK YOU to the parent council forfunding this workshop.
- Choir is having a lunchtime concert for parents of Choir participants on Thursday May 25th during first lunch (10:40). Three songs will be performed from this year.

• Basketball tournament: Big SHOUT OUT to our Junior Girls Basketball Team. They showed real integrity and sportsmanship at the tournament yesterday. Thanks for representing SPS so well!! Boys tournament will be this Thursday

• The Track & Field day (grade 3-6) will take place Tuesday, May 16th. We have over 30 volunteers and approximately 6 alumni students coming to help run this day. A schedule for the day will be shared with families this Wednesday/Thursday. The last day for students to try out if they missed the day will be Friday, May 19th as I will need to start putting together the team. Once the team is finalized, there will be some paperwork to complete for those parents. We are hoping to practice at Sacred Heart for all Track events as we have done in the past to give the students the opportunity to be on a track.

Spirit Days (May and June)

 \circ Wednesday, May 24th- "W.W.W." Wacky Wardrobe Wednesday (wear mismatched clothes/wacky clothes)

- Thursday, May 25th- "Flower Power Day" (April showers bring May flowers)
- Friday, May 26th- "Furry Friend Day" (Bring your favourite stuffed animal to school)
- \circ Wednesday, June 14th- "Dress like a Rainbow" (we can give each grade a colour)
- Thursday, June 15th- "Staff Member Lookalike day"
- Thursday, June 29th- "Canada/SPS Colours Day"

Class activities & Field Trips

• Grade 4's in Mrs. Archambault's class made dioramas (pics attached). We are also having a Scientists in the School for Machines/Gears on May 9

• This month Mme Reed's grade 3 EFI class had a great time learning some introductory coding skills in the Virtual Ventures OzoBees workshop. The students

learned coding by way of exploring growth and changes in plants through pollination. It was a lot of fun, and all of the students were able to successfully program the route of the OzoBot around the tracks they created.

Stittsville Public School Council

Proposed 2022-23 - Presented May 8, 2023

			Revenue (A)	Expense (B)	Net Results	Planned Dates
NET REVENUES						
	Contract Contraction Process				6,905.09	November-Januar
FOOD PROGRAM	Cycle #1 (including Papcom)		20,395.94	(\$13,460.85)	0,935.09	Final
	Cycle #2 (including Papcom)					Entimated at \$5K
	Food Program Expenses			(\$52.87)	(\$52.87)	
Total Confirmed Food Program			20,395.94	(\$13,513.72)	6,882.22	
FUNDRAISING						
Confirmed Fundraising	Mabel's Labels		284.59		284.59	Ongoing
	Halloween Dance - October Spitt Wear (October)		1,487.55 5,542.50	(\$4,667.51)	1,087.55 874.99	Dobber 20th
	Movie Night #2 Food Nights		556.49	(\$177.41)	379.06	Starch 3rd TED
Other	Maveric's Donats JisJos		98.54 280.00		98.54 280.00	
	OCDSB Start-up		500.00	0.00	500.00	confirmed
Total Continued Fundraising			8,749.67	(\$5,244.92)	3,504.75	
Anticipated Fundraising	Int L Son Astrony Constant					Council Vote Ismus
	Cake Walk		3,935.00	(\$318.05)	3,616.95	17th May 12th
	Fitness Bingo (purchase of gym equipment) Food Nights		2,500.00	(9500.00)	2,000.00	TED
Total Anticipated Fundraising	McDonalds		100.00 6,535.00	(\$818.05)	100.00	
Total Anticipated net fundraising revenue			15,284.67	(\$6,062.97)	9,221.70	
Total Confirmed net revenue			29,145.61	(\$18,758.64)	10,386.97	
Total Anticipated net revenue			35,680.61	(\$19,576.69)	16,103.92	
EXPENSES						
Core Allocations*						
Core Allocations						
	Classroom Allocations	@ \$100 per FTE		(\$3,344)	(\$3,344)	nitial allocation 85K atal reimburged 88.343.77 + 84 FTE
	Grade 6 Leaving Activities			(\$1,000)	(\$1,000)	Council Vioteto incres January 17th
	Trask and Field (Ribbons, Chalk)			(\$650)	(\$650)	
	K-2 Field Day			(\$500)	(\$500)	
	Volunteer Appreciation - Bus Buddles Pizza			(\$100)	(\$100)	
Total Core Allocations			0.00	(\$5,593.77)	(\$3,344) Indi reinbur (\$3,344) Indi reinbur (\$1,000) Cound Vote: (\$500) (\$	
Other Allocations (to Consider)						
	Approved January 17th Allocations from Investment Plan (Separate Discussion-Teacher Input)					
	Incubators for Kinders x 2			(\$902)	(\$907)	Council Vate
	Cultural Presentation - Masc					January 17th - IPMD Council Vate
	Gumboot Dancing Rocks and Rings Presentation			(\$6,755)		January 37th - PMD PMD May 5
	Increase to Grade 6 Learing			(\$1,000)		Council Vote January 17th
Total Other Allocations	- Contractor - Con		0.00	(\$9,705.84)	(\$9,705.84)	
Administration Cost	Banking Feax Printing Coats / OCAS		<u>*</u> -	(\$250.00) (\$135.00)	(\$250.00) (\$135.00)	
	Quick Books Online (br July 2023)		-	(\$240.00)	(\$240.00)	Vote Requie Increase fro \$158 to \$2
Total Council Operating Expenses			0.00	(\$625.00)	(\$625.00)	
Total Expenses			0.00	(\$15,924.61)	(\$15,924.61)	
Total Net (Confirmed)			29,145.61	(\$34,683.25)	(\$5,537.64)	
Total Net (Anticipated)			35,680.61	(\$35,501.30)	179.31	
Capital Reserve Planning			0.00	0.00	0.00	
				Confirmed*	Anticipated	
Remaining Balance	Surplus carried over from previous year 2022-23 Loss			13,190.87	13,190.87 179.31	
	Projected year-end position			7,653.23	13,370.18	

"Confirmed amount assumes all Core allocations will be utilized. Amounts do not include 2nd Cycle of Food Program.

DRAFI								
Serial	Event	Date	Lead	Notes/Links/Info				
002	School Council AGM	26/09/23	Principal until new Chair voted in	 Establish the council Need 14 days notice from start of school Principal calls meeting at start of new school year Priority is Halloween Dance Coord 				
004	School Council Meeting - Oct	10/10/23	Chair	 Oct meeting Halloween dance Approve classroom allocations \$4000, with March break deadline 				
006	School Council Meeting - Nov	14/11/23	Chair	Establish Investment and Planning Committee				
008	School Council Meeting - Dec	12/12/23	Chair	 Investment requests from staff for 24-25 submitted 				
010	School Council Meeting - Jan	16/01/24	Chair	 Delayed one week due to later return to school 5 Jan. 				
012	School Council Meeting - Feb	13/02/24	Chair	 Investment plan for approval 				
014	School Council Meeting - Mar	19/03/24	Chair	 Delayed one week due to March Break Report classroom allocation spend 				
016	School Council Meeting - Apr	09/04/24	Chair	 Draft Investment and Event plan for discussion 				
018	School Council Meeting - May	14/05/24	Chair	 Submission of 2024-25 Plan for endorsement 				
020	School Council Meeting - Jun	11/06/24	Chair	Last meeting of school year				
022	Investment and Planning - Jan	10/01/24	Chair	 First meeting to establish investment plan for 24-25 				
024	Investment and Planning - Feb	07/02/24	Chair	Investment plan to council for approval				
026	Investment and Planning - Mar	06/03/24	Chair	Event plan drafting				

Stittsville Public School Council Event Plan 2023-24 DRAFT

028	Investment and Planning - Apr	03/04/24	Chair	 Investment and Event plan prepare for council
030	Investment and planning - May	08/05/24	Chair	 If required dependant on vote for plan at last council meeting
032	Halloween Dance	27/10/23	Dance rep	 Aimed at JK - G3 Fundraiser vs at cost - vote required Recommendation - Cover costs of event only. Purpose of event to welcome new pupils and parents to a social event. Meets council requirement to provide support to school community
036	First food program	Oct	Food rep	 Jun 2023 meeting to finalise vendors and program split
038	Second food program	Jan	Food rep	
040	Meet the teacher	Sep	Chair/Vice	 Council support to staff Recommend Jo Jo pizza approached to provide food option. (needs confirming Jun 23 meeting and someone to manage over summer) Council recruitment drive
042	Mabels Labels	All year	Treasuer - receiving money from company	 Fundraising event Advertising to parents during Aug via FB, Sep via email newsletters
044	School clothing / Spirit Wear	Oct	Fundraising - Spirit Wear Rep	 Jun 23 meeting to confirm vendor and program Early advertising as changing the norm Need a specific Spirit wear Rep to oversea but most of the work will be done by vendor.

				 activities Do we want to have students design motif and use that or go for generic pink shirt through spirit wear (if vendor can)
052	Food nights	tbc	Fundraising - Food night coord	Maveric's and JoJos seem easiest to run Recommend - Nov JoJo and Feb Maveric
056	Cake Raffle / Cake Walk	10/05/24	Cake walk rep	Book 9 May set up and 10 May for event
058	G6 leaving	Jun	G6 leaving committee	 Council support and funding G6 Leaving committee to be established and request funding from council. Initial allocation - \$1500
060	Race to Read	Jan/Feb	Chair	 Classroom based competition Each book read (Grade appropriate) is recorded on chart Classroom (per Grade) with most books gets "prize" Extra recess, pizza, PJ day etc Council can fund low cost prizes.
062	Fitness bingo	Fall?	Fundraising	 Fundraising for sports/games equipment Internal prizes similar to race to read De-conflict with Cake Walk but able to do outside stuff.
064	School council training	04/10/23	Chair	 Learning and Development for council members - mostly aimed at new members Potential for old Reps to handover to new Reps

SPS Council 2023-24 Investment Plan Allocation			leiti		Initial Moopton		1 - Allocate by P	Scenario 2 - Allocate by Fundraiser		
	Funding Category	Types of Activities	Historical Cost	Proposed initial percentage	Fixed Rovenue Allocation	Fundraising	Example (If Rundraicing raised \$5,000)	Available Funding by Category	Example (Direct Fundraker)	Available Fanding by Category
	Study at Health and Well Being			10%	1,225	20%	1.000	2,225		3,47
	(i.e. ordensing statiset and living living) promoting legital and as fee living E.e. source, and box releases etc.)	Track and Field #.2 Fun Day Tent for Tract Finnies Gym Equipment	650 500 400						Rines Nixo	2.25
Assumptions:	Constantly and Caltural Presentations			15%	1,828	20%	1,000	2,028		2,58
L Annualts Council has the following fixed Rosense. Seed Program ILL500 00304 gener See Mark Victoria	Le annual Prenatis presentations to enhance environments qu'ill and cultural losening within the servicelore (Le diversity, equality cultura)	Masc - Gumboot Diversity Education Art Procentations	2,000						Food Nights Spirit Wear	50 25
12,250	Educational Presentations			25%	3,063	40%	2,000	5,063		4.56
3. Half of this shading is used in sear and the remainer is used in the unboquete para. 4. A determing the fractiding cast to key rankgervise satisfor statew. For "hardware to properly plan activities for studients. 3. Mad a personality of the property of the property prevally? 3. Mad and the personality of the provertige is stored. 3. Should it has druced top: 3. Should it has druced top: 3. Should it has druced top: 4. Should be personality of the personality of the personality activities 4. Should be personality of the personality of the personality of the personality of the personality 4. Should be activitied to personality 4. Should be activitied by activities 4. Should be personality	ia prostietazzione tys-soverzzioni inieri developia averazian ta referen a signi heroity (a. mait, Pers), siene etc.)	Science in the School All Mason - No Unique Authors at presentors in Tutoring							Calls: Walk 75%	1,50
	School Enhancements			30%	3,675	20%	1.000	4,675		4.57
Covers Adversarias 26	Le. Prens reacted within the scheel to enhance learning articles (more age that the terms are to sand for waitight years and to reaching in character surfacets)	Cleo nom Allacations Incabetos - E Clasoroomo Ultrary Books Outdoor Cleos Flaggeund	3,500						Cake Walk 206	50
the second to find	Council Administration		798	800	800	Feed		800		80
Structure and States All States State	La. Briefmail costs required by cavited to respon survey example, and representation school survey and by	Ranking Foos Frinting Coost / DCAS Quint Roots (Prime for July 2013) Veluntion Thans you - Bus Buddles Teacher Retirement	250 150 240 100 50							
Present strene.										
23%	Grade 4 Leaving		1,549	1500	1,500	Field	1	1,500		1.50