

Stittsville Public School Council Meeting 12 Dec 2023

Agenda



Agenda Item	Topic	Notes
1	Welcome and land acknowledgement (Chair)	Ottawa is built on un-ceded Anishinaabe ¹ Algonquin territory. The peoples of the Anishinaabe Algonquin Nation have lived on this territory for millennia. Their culture and presence have nurtured and continue to nurture this land. We honour the peoples and land of the Anishinabe Algonquin Nation.
2	Chair Report 2.1 News from the board	Chairs Report
3	Principal's Report	
4	Staff Report	
5	Treasurer Report	
6	Investments and Events Plans (Chair)	Standing agenda item to review plans
	6.1 - Investment and Event plan	Investment and Event Plan
	6.2 First meeting to discuss process and talk through how we produce the plan	Wed 20 Dec - School library
	6.3 Request to Staff for investment requests	Requests for 2024-2025 - request submissions by 26 Jan (a PD Day)
	6.4 Pink Shirt day - 28 Feb	Discussion on shirt design/council sell or let people just wear a pink shirt.

¹ Anishinaabe (other variants include Anishinabe, Anicinape, Nishnaabe, Neshnabé and Anishinabek) refers to a group of culturally and linguistically related [First Nations](#) that live in both Canada and the United States, concentrated around the [Great Lakes](#). The Anishinaabeg (plural form of Anishinaabe) live from the Ottawa River Valley west across Northern Ontario and to the plains of [Saskatchewan](#) south to the northeast corner of North Dakota, northern Minnesota and Michigan, as well as the northern shores of Lakes [Ontario](#) and [Erie](#). The [Ojibwe](#), Chippewa, [Odawa](#), Potawatomi, [Algonquin](#), Saukteaux, Nipissing and Mississauga First Nations are Anishinaabeg. Some Oji-Cree First Nations and [Métis](#) also include themselves within this cultural-linguistic grouping. – Source [Canadian Encyclopedia](#)

	6.5 Next movie night	Fri 1 Mar - call for volunteer to run
7	Fundraising Report	
	7.1 School spirit wear report	Update on new process
8	Food Report	<ul style="list-style-type: none"> ● Changes to student volunteers ● Need of freezer bags for leftover pizza - vote to fund ● Requesting portables to return bins/bags/boxes/lists after food has been distributed - Staff rep to pass on ● Looking for a committed helper to take on pizza or pizza and hotdog for next cycle - Comms/Volunteer Rep to help ● Ramadan accommodation
9	Volunteers Report	
10	Communications Report	
11	Safe, inclusive and caring Schools Report	
12	OCASC Report	
13	Any Other Business	
14	Future agenda / confirm date of next meeting	Next meeting is 16 Jan 2023. Moved over one week due to late return to school.
15	Motion to close the meeting	Thank you for your time.

Stittsville Public School Council

Chair's Report - Meeting 12 Dec 2023

News from the Board.

PRO Grant

The PRO grant application deadline is 12 Jan 2024. The board has issued a Speaker list which meets the areas that the Parent Involvement Committee have decided to restrict use of the grant to.

Link to [Speakers List](#). If anyone wishes to run with an event please speak with the Chair as soon as possible so we can book speakers and submit applications for funding.

Chair of the OCDSB -

Lynn Scott, our Trustee, was voted in as the new Chair of the Board of Trustees. I spoke with her at the recent 75th SPS memory mingle and congratulated her.

TD Friends of the Environment Foundation Grant

The [TD Friends of the Environment Foundation Grant](#) is currently open for applications. The Foundation supports a wide range of environmental initiatives, with a primary focus on environmental education and green space programs. Eligible projects include schoolyard greening, park revitalization, community gardens, park programming and citizen science initiatives. The winter submission deadline is January 15 and Summer July 2024. If anyone (parents, teachers or council members) is interested in a project or idea to apply (either next cycle or in the future) please reach out to the council chair - sc-stittvilleps@ocdsb.ca

For information about additional grants available to School Councils, visit our [Fundraising and Grants](#) page.

School Council Insurance

The OCDSB provides School Council liability insurance. This policy provides coverage for the School Council executive members and all volunteers acting on behalf of the

School Council that may face lawsuits arising out of their activities for the School Council. This year's School Council insurance coverage has been paid for by the District and will be provided through the Ontario School Boards' Insurance Exchange (OSBIE). More details available via the council chair.

Promote Your School's Parent Information Night

OCDSB schools are hosting Kindergarten and High School Information Nights to help families register and prepare for their education journey. We need your help to highlight this in your community! Councils are encouraged to spread the word on social media channels and in their neighbourhoods. Council, as always, will help the staff in making these events such a valuable resource to new families.

Committee of the Whole - last meeting was 5 Oct. Meeting [link](#), no minutes yet.

COW is the Trustees and District staff meeting to decide on the running of the OCDSB. Lots of good information comes up and it is where you can learn how the board is delivering or wishes to deliver your child's education.

[Last meeting.](#)

- Needs based Budget. Trustee Aziz proposed that the Board direct Staff to produce a Needs based Budget. Much discussion took place and this report will help parents understand the pressure points Staff have in ensuring they deliver a balanced budget as required by the Ministry of Education. [Report](#).
- [Student Achievement Planning and Reporting](#). An update on student achievement planning and reporting was given, the report is lengthy and covers many areas of student learning and development. The key is to ensure students are meeting the intent of both the provincial curriculum and the boards strategic plan. If you want to learn more on how achievement for your child is planned, assessed and reviewed I recommend you go to the meeting [link](#) and look through each of the relevant reports.
- Air quality standards in schools. A [report](#) on air quality standards and what the staff are doing to meeting current standards and an overview on the state of HVAC in the district.

Parent Involvement Committee (PIC)

PIC met on 22 Nov - [link](#).

- New membership recommendations and updates from the workplan

Next meeting 17 Jan -

Board and Committee Meeting Calendar: Board and Committee agendas, minutes, livestreams and recordings of meetings are available for public viewing using the [meeting calendar](#).

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 Council resources:

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

OCDSB Notices sign up: [Link](#) for email notices for major OCDSB notices.

Martyn Reid
Chair of SPS Council
sc-stittsvilleps@ocdsb.ca

Stittsville Public School Council Event Plan 2023-24

Endorsed - June 2023

Last Revision - 25 Sep (ready for presentation to new council)

Serial	Event	Date	Lead	Notes/Links/Info
002	School Council AGM	26/09/23	Principal until new Chair voted in	<ul style="list-style-type: none"> ● 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	<ul style="list-style-type: none"> ● Oct meeting ● Halloween dance update ● Food program update ● Approve event plan and budget ● Approve the Bylaws
006	School Council Meeting - Nov	14/11/23	Chair	<ul style="list-style-type: none"> ● Establish Investment and Planning Committee
008	School Council Meeting - Dec	12/12/23	Chair	<ul style="list-style-type: none"> ● Investment requests from staff for 24-25 to be submitted
010	School Council Meeting - Jan	16/01/24	Chair	<ul style="list-style-type: none"> ● Delayed one week due to later return to school 5 Jan.
012	School Council Meeting - Feb	13/02/24	Chair	<ul style="list-style-type: none"> ● Investment plan for approval
014	School Council Meeting - Mar	19/03/24	Chair	<ul style="list-style-type: none"> ● Delayed one week due to March Break ● Report classroom allocation spend
016	School Council Meeting - Apr	09/04/24	Chair	<ul style="list-style-type: none"> ● Draft Investment and Event plan for

				discussion
018	School Council Meeting - May	14/05/24	Chair	<ul style="list-style-type: none"> • Submission of 2024-25 Plan for endorsement
020	School Council Meeting - Jun	11/06/24	Chair	<ul style="list-style-type: none"> • Last meeting of school year
022	Investment and Planning - Jan	10/01/24	Chair	<ul style="list-style-type: none"> • First meeting to establish investment plan for 24-25
024	Investment and Planning - Feb	07/02/24	Chair	<ul style="list-style-type: none"> • Investment plan to council for approval
026	Investment and Planning - Mar	06/03/24	Chair	<ul style="list-style-type: none"> • Event plan drafting
028	Investment and Planning - Apr	03/04/24	Chair	<ul style="list-style-type: none"> • Investment and Event plan prepare for council
030	Investment and planning - May	08/05/24	Chair	<ul style="list-style-type: none"> • If required dependant on vote for plan at last council meeting
032	Halloween Dance	27/10/23	Dance rep	<ul style="list-style-type: none"> • Cost only event (approved AGM) • 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	<ul style="list-style-type: none"> • Oct meeting to set offerings
038	Second food program	Jan	Food rep	
040	Meet the teacher	14 Sep	Chair/Vice	<ul style="list-style-type: none"> • Council support to staff • Council recruitment drive
042	Mabels Labels	All year	Treasuer - receiving money from company	<ul style="list-style-type: none"> • Fundraising event • Advertising to parents during Aug via FB, Sep via email newsletters

044	School clothing / Spirit Wear	Oct	Fundraising - Spirit Wear Rep	<ul style="list-style-type: none"> ● Agreed to go to online ordering ● Early advertising as changing the norm ● Need a specific Spirit Wear Rep to oversea but most of the work will be done by vendor.
046	Movie Night	17/11/23	Movie Rep	
048	Movie Night	01/03/2023	Movie Rep	<ul style="list-style-type: none"> ● Change in date due to PA Day in Feb
050	Pink Shirt	28/02/24	Spirit Wear Rep	<ul style="list-style-type: none"> ● Pink shirt/Anti Bullying day 28 Feb 24 ● Staff to advise on integration in to their 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	<ul style="list-style-type: none"> ● Maveric's and JoJos seem easiest to run ● Recommend - Nov JoJo and Feb Maveric
056	Cake Walk	10/05/24	Cake walk rep	<ul style="list-style-type: none"> ● Booked 9 May set up and 10 May for event ● Principal to confirm tables (100) for 9 May
058	G6 leaving	Jun	G6 leaving committee	<ul style="list-style-type: none"> ● Council support and funding ● G6 Leaving committee to be established and request funding from council. ● Allocation in budget for approval
060	Race to Read	Nov - Jan	Chair	<ul style="list-style-type: none"> ● Classroom based competition ● Each book read (Grade appropriate) is recorded on chart ● Start Nov. By Jan classroom (per Grade) with most books gets "prize" ● Extra recess, pizza, PJ day etc ● Council can fund low cost prizes.

				<ul style="list-style-type: none"> • Discussion with Staff Rep
062	Fitness bingo	April	Fundraising	<ul style="list-style-type: none"> • Fundraising for sports/games equipment • Internal prizes similar to race to read
064	School council training	04/10/23	Chair	<ul style="list-style-type: none"> • Learning and Development for council members - mostly aimed at new members • Potential for old Reps to handover to new Reps