

**DRAFT**  
**Meeting Minutes**  
**Alta Vista School Council (AVSC)**  
**Wednesday, October 18, 2023 7-9 pm**

**1. Welcome and Introduction (Melissa Extross, Chair)**

**2. Approval of Agenda**

Agenda has been approved.

**3. Approval of last meeting minutes**

Last meeting's minutes have been approved.

**4. Chair's Report (Melissa Extross)**

- **In search of event leads for Gifts of Giving and Flavours of the World Potluck**

The search continues for leads to coordinate these events. Please reach out to anyone who would be interested in coordinating these events. Support is available.

- **Francis as Assistant Treasurer in the Depositor role**

Francis has agreed to take on the depositor role. Lori Brooks is the current depositor and will transition out of the role.

- **Food for Good offer**

This food program doesn't require a parent volunteer to manage it, it is all done through an online portal. A parent would pick the food and the company delivers it. The food is portioned out based on the class. The program gives money back to the school for the school fund. The only restaurant available is The Mad Radish based on the vendors that caters to our area. The food provided would be a bowl of veggies. We are being careful about our food programs and how it impacts our pizza program, which is our biggest fundraiser and we want to make sure it complements it. We will not be pursuing this food program at this point in time, however should they expand their vendor selection, they are welcome to reach out again and we could reassess the situation at that time.

- **Alta Vista Principal Profile**

This is a document of what Alta Vista Public School needs from the principal. The Chair will send this to the council for review. If there are any questions, we can have a further discussion

about it next month. The Executive and Lynne reviewed it last year and it doesn't seem to need any major updates but with so many new faces to council, it would benefit all to have a read through the document. At the four year mark, principals can be moved. Every school council reviews this document every year to keep it updated and on file.

## **5. Administrative Report (Dennis Paré, Principal)**

- **Library and Construction Updates**

Construction: A lot of work is happening. The main office is slowly progressing. They were hoping that the construction would be done by November but it is not likely, and are now hoping it will be done by the end of the year (maybe by May 2024).

Library: It looks better than it was. The Library Tech, Karen, has been putting together the library for the past few weeks and has been reaching out to staff to let them know what is available. She has been putting in requests for books now since there weren't many requests made while the library was under construction the last couple of years.

- **Staffing Updates**

This week is the first week the admin could breathe since the beginning of the school year. They have all their interviews done, and all teacher positions are filled and they are waiting for one EA (Education Assistant) to start. Omemah Gliha started in the office; the office team is now at full capacity.

This is good for us, however, it means that the students haven't had consistent instruction for the past 6 weeks, which is terrible and has never happened to us before, so they are grateful that they finally have their newly hired staff.

Construction is ongoing; students are in portables; a few fire drills have been done. Different classes are going outside and are crisscrossing each other, so they want to make sure that they are moving in and out of the building as smoothly and safely as possible.

- **Questions for the Principal:**

1. Safety around the school's campus

Access from the parking lot to the yard - one light by Door I, but doesn't shine. Since there are others who use the building for activities, is there anything for safety in that area of the school?

The light has been repaired at Door I, it is motion detected.

Dennis did a walk around the school grounds with one of the Board maintenance staff.

He said it looks like about \$800K to \$1M worth of repairs which are hopefully going to be done by next summer. There are many issues in this building; repairs are in the works but it's slow. The retaining wall in front of the school is a priority.

## **2. Regarding School Gardens**

One of our community members who takes care of the school gardens and planting flowers, Maggie, was introduced to the Board Technologist and was advised to hold off on gardening during repairs.

## **3. Are there regular safety walks?**

Yes, they inspect the school building and grounds monthly with the occupational health and safety representative. They don't do the entire campus and building, but sections around the school.

# **6. Teacher's Report (Teacher's Representative)**

- **Kindergarten (Division Lead: Alanna McNally):**

Many learning activities; engaging in small groups, whole group and individual activities. This is their transition to school. Students are learning how to do old and new routines without reminders. And building a sense of community while learning in a bilingual play-based program.

Requests: Always looking for play items for the sand pit, any old pots and pans that people are looking to get rid of.

- **Primary Grades 1-3 (Division Leads: Katreena Larivière, Seline Herz-Fischler):**

- Grade 1 - Math is the only subject in the English language, the rest is in French. Photos of Grade 1 students doing Vocabulary Math on the carpet. Learning routines as well. Hands on Math activities.
- Grade 2 - Photos of students engaged in creating Art.
- Grade 3 - Photos students doing Math activities in groups.

Acknowledgment of Truth and Reconciliation Day or Orange Shirt Day on Friday September 29 at Alta Vista throughout the building.

- **Junior Grades 4-6 (Division Leads: Jen Kurita teaching Grade 4, and Jennifer Kincaslan teaching Grade 5):**

- Junior Sports Events:
  - Cross-Country on October 5 - Students will be competing in regional meet
  - Terry Fox Run on September 26 - Many parent volunteers and it was a fun day for the students with great weather.

- Soccer - Mme. Rutland coached the Junior Girls Soccer, they placed 3rd. Junior Boys to compete in the following week.
- Find Your Passion Project - Junior groups are engaged in a "Find Your Passion Project." They can choose from two activities of their choice in areas such as soccer, borden ball, baking, bracelet making, origami, visual art, music and hockey and many others. Students work on learning new skills, work with other students building community in the classroom.
- Character Education Assembly - this assembly is planned towards the end of the month. Two students from each class will be given an award for the attribute of "Acceptance" defined as "Reaching out to and including others, accepting others for who they are and being gentle with oneself when mistakes are made."

- **Intermediate Grades 7-8 (Division Lead, Julie Bourdages):**

Students participate in Student Council activities at their level.

- Athletic Council - there are 10 students chosen through an application process. They plan daily intramural sports. Some of these students had behaviour issues in the past and through working with Athletic Council have transformed and are now presenting leadership and sportsmanship skills.
- Boys and Girls Football Teams are starting practicing for tournaments
- Orchestra/Band (Mr. Yates and Ms. Somerville) - practices are underway throughout the week .
- Student Council (Ms. Harp) - meet every Tuesday to talk about activities, spirit day, some fundraisers, involvement in family movie nights

- **Extra-Curriculars Activities:**

- Cross-country team - competed in our regional race Oct 12; AVPS had a record number of kids running in the race.
- Co-ed Gr 6/7/8 - Ultimate Frisbee tournament on September 28.
- Grade 7 Trip to Temiscamingue - Students who are new to Alta Vista and those who are already from the school had a trip together to bond early in the year. Students participated in building positive relationships through various team-building activities.
- Photos of Grade 8s creating Flower Sketching Art

- **Upcoming events**

- Find Your Passion Day - for Intermediates on October 31. They can sign up for workshops of their choice like knitting, badminton, science experiments, cooking, etc.

- Rideauwood Addictions Center - Presentations with Grade 7 & 8 groups for their unit on Health.
- High school Information presentations:
  - IB program information night on November 9
  - Canterbury High School: Presentation on October 20. Students have an opportunity to visit on October 24
- **School wide events:**
  - Terry Fox Run, September 26 - All students from grades 1-8 participated in the run. Kinders had their own schedule but participated with the school.
  - Total donations from the Terry Fox Run: \$890
  - Donation link is still open <https://schools.terryfox.ca/33609>
  - Seasonal Bingo Challenges (Fall Bingo) - Throughout the school, images are set up on the ground. Any teacher with their students can walk around the school with their bingo cards and get some exercise.

Teachers are grateful for all that council does.

- **Questions for the Teachers:**
  1. Character Education assembly - will there be themes beyond the theme of acceptance throughout the year?
    - A. This is a junior division initiative, there will be other character traits for future assemblies.
  2. When will the students find out about the Find Your Passion?
    - A. For juniors, forms have already been distributed, if not this week, then the following week.
  3. Student council - Would the students be interested in joining our school council meetings?
    - A. Stephanie Hindle will ask Susan Harp. There might be motivated students who would want the opportunity.

Dennis is focusing on *Principal's Update* email for information to families rather than the website to relay information to parents and families. The calendar online is up to date for music practices, teams of athletics and other school activities.

Request for play toys and objects for Kinders - make a list of what they need and we can post on the school's Facebook page. This has been successful in the past.

## **7. Treasurer's Update (Kathy Wrye, Treasurer)**

- **Financial update**

Decisions on allocating funds are structured around two big meetings; one in October (term 1 requests) and February (term 2 requests). Teacher requests are made throughout the year, but we ask that teachers try to bring most forward at these two meetings. We had a healthy fundraising year last year and are starting 2023-2024 with about \$49k (this is our best since 2019).

We raised about \$40k last year (which is lower compared to previous years (pre-covid) which is usually \$50k). The money we spend during a school year comes from the previous year's fundraising.

### **Fundraising Highlights in 2022-2023:**

Family Movie Nights - \$2,800  
Gifts of Giving - \$1,700  
Spring Fair - \$9,300  
Pizza/Submarine program - \$18,300  
Mabel's Labels - \$450  
Spirit wear - \$700  
Plantables - \$200 (it is now discontinued)

Total funds raised in 2022-2023: ~\$39,874

### **Budget for 2022-2023**

Term 1: Council approved \$15,700; teachers spent \$13,700  
Term 2: Council approved \$8,500; teachers spent \$7,200

### **Budget for 2023-2024:**

Term 1: \$20 000  
Term 2: \$15 000

### **Spending Plan:**

Rainbow Club- Currently, we are holding on to \$60 for Rainbow Club. When they need it, we can facilitate access to it.

Yard Revitalization - Revitalization of structures on the school grounds, \$2000 set aside that requires a larger conversation about what to do with it. Ideas such as building an Urban Forest have come up so kids can play in it throughout the year. GIC in the bank for \$15 000 is there, donated by the previous childcare provider before Andrew Fleck took over, meant for the yard revitalization. In total, there is \$17,000 available.

Grade 6 Trip - We are holding on to \$800 in leftover funds raised in 2018-2019. Recommend absorbing it into our general revenues since all the students and parents who fundraised this money have moved on. Last year Grade 6s did a popcorn fundraiser that raised sufficient funds to pay for the trip.

Standing items for Council approval:

1. Student Subsidies and Family Support Funds - \$1,500. Dennis requested this so he could buy gift cards from grocery stores and for any other needs requested by families. Parents do come to the school looking for that support. The money is set aside, when it runs out, he can comeback to the council to requestmore, if needed.
2. Grade 8 School Leaving Ceremony- \$300 for purchase of decorations and refreshments for after the ceremony. This is run by Grade 7 parents as a pay it forward for when it is their child's turn the following year, so they can enjoy the ceremony.
3. Student Volunteer fund - \$200 to cover any requests to recognize student volunteers
4. Bank charges - \$150 to cover fees for cheques and large deposits.
5. Photocopying - \$100 to cover costs of printing posters/handouts for council events
6. Website Maintenance - \$150 for web hosting fees.
7. Instrument replacement - \$1,000 for repairs or replacements

Standing Items Total: \$3,600

● Discussion and Question Period

Regarding Funding Requests, is it possible to have the funding requests a week in advance?

- A. Not possible. Kathy did print up the requests for tonight's meeting (but forgot them). For the future there will be information available and Kathy can commit to having something sent out the night before.

● **Vote on funding requests**

- French books from Livres Adanac - Some non-fiction and some easy level books.  
\$410 - **approved**
- ERPI Petits curieux. Série jaune, rouge, orange. \$200 - **approved**

- Set of floor decals “Don’t Walk in the Hallway” - for use in the second floor hallway outside of Grade 1 classes next year. \$400 - **approved**
- Sparx Skate Sharpener- We have 65 pairs of skates now stored in the skate shack. Purchasing a Sparx sharpening machine to sharpen skates on location. \$1,250 - **approved**
- Ultimate Frisbee Team Entry Fee (Gr.6/7/8). \$300- **approved**
- 1 Intermediate Cross-Country Meet Bus. \$360 - **approved**
- 2 Junior Cross-Country Meet Buses. \$625 - **approved**
- Scientists in Schools - Our World of Energy in November. \$1,000 - **approved**
- Starr Gymnastics - a wonderful addition to our health and phys. Ed. programme. \$680 - **approved**
- Annual K-8 PE Equipment Budget- used to replace PE equipment (e.g., Frisbees, Basketballs, nets, dodgeballs etc.). \$2,500 - **approved**
- Art Club Consumables - Printmaking supplies. \$350 - **approved**
- Science consumables - To be kept in the science lab and used by all. \$1,500 - **approved**
- Jungle Sport - Indoor Rock Climbing and Adventure course, a 5 day program set up in our gym. \$4,100 (school to cover additional \$1,000) - **approved**
- Wild Bird Care - Ottawa presentation for Grade 2 Science curriculum. \$500 - **approved**
- MASC - Black History Month to Afro-Caribbean Dance and Culture. \$1,200 - **approved**
- MASC Latin American Music concert. 2 concerts in 1 day. \$1,200 - **approved**

**Funding requests Total : \$16,575 - approved**

**Standing Items Total: \$3,600 - approved**

## **8. Committee/Event reports and updates**

- Welcome BBQ update (Jillian)

The event successfully ran from 4:30-6:30pm. Volunteers reached out and helped with serving food, drinks, and potluck items. Hometown catered and had their team with Dennis and Gloria serving BBQ food to our families. It was set up in the primary yard in front of Door H. Although the goal was to have enough food, we ran out before the end of the event. There will be music for the next time (Bluetooth speaker is available in the future). Last year, we didn’t do potluck, but this year we opened it up again and requested potluck items of salads and desserts from the school community. Many families brought food to compliment their meals. While we didn’t give volunteers free food and drinks, in the future we will have food and drink tickets for them. While unexpected, a profit of \$450 was made (\$1 for drinks, there could be more variety). We are still waiting on receipts from the drinks bought for the BBQ.

- Friday Movie Night update (Melissa on behalf of Dean)



Family Movie night in September was cancelled, so our first one will be this Friday October 27. The movie selected is called "Luck." Families, bring your chairs, cushions, and popcorn is free when you bring reusable containers.

- Pizza day update (Caryn)

Pizza sales are up, we have 10 more pizzas compared to last year.

- Sub day update (Melissa on behalf of Ana)
- Snow Out/Blow Out, Spirit Wear, Little Caesar's and Scholastic Book Fair update (Mais)

SOBO - Mais will need volunteers of about 2-3 people.

Spirit wear - Mais will change the colours for the hoodie from blue to grey this year.

Rainbow Club - last year, students designed logos and one was chosen which will be printed on the shirts. The option to purchase T-shirts is now available, proceeds go to Rainbow club.

Both Spirit Wear and Rainbow Club Wear will be available for purchase through School Cash Online.

Suggestion was made to create and gift T-shirts for Spring Fair volunteers, which can be tabled for the future.

Book Fair - possible Chili Night during the book fair. Parents can donate condiments and buns for chili. Chili can be sold for \$5 a bowl. We would set this up on the other side of the gymnasium that the Book fair is in. Kathleen will run the bake sale during this time as well.

## **9. Discussion items and New business**

### **• Nomination for Executive School Council Roles:**

- Self-nominated Vice-Chair - Mark Bartek
- Self-nominated Associate secretary - Ahmed Aboebeid

### **• Voting for the Vice-Chair and Associate Secretary positions**

- As there were no other nominations and no votes against accepting the nominations, both positions were acclaimed. Welcome Mark Bartek as Vice-Chair and Ahmed Aboebeid as Associate Secretary!

### **• Reminder:**

- Snow Out Blow Out is October 21, 2023
- Family Movie Night is October 27, 2023 (Movie is Luck)

- Photo Retake Day is October 27, 2023
- PD Day on November 3, 2023
- Grade 7 immunizations on November 15, 2023, three vaccinations, Hep B, HPV, Meningococcal.

**10. Next meeting: Wednesday November 15, 2023 (will be held virtually)**