



RUNNYMEDE JR. & SR. PUBLIC SCHOOL CENTENNIAL · 1916-2016 100 YEARS OF EXCELLENCE IN EDUCATION

MINUTES

Runnymede Public School (PS) Council - Meeting #3, 2014-15

November 27, 2014

Runnymede PS Library

7:00 pm to 9:00 pm

Attendance: Jennifer Atkinson, Ivana Barbieri, Tasha Balla-Boudreau, Nancy Bestic, Dale (Narinder) Cadeau, Laura Edwards, Sarah Frame, Karen Gautam, Anna Intarakosit, Ingrid Larson, Anne Markee, Jackie Marrie, Jennifer McLean, Rohit Parekh, Andrew Reynolds, Leslie Robbins, Audrey Robinson, Pro Sarbadhikari, Carmen Sebert, Carolyn Shaw, Jacqueline Sustar, Shirely Suurdt, Jerry Tiessen, Andrew Violi, Susan Wawrow, Helen Williams, Krista Wylie, Ali Yalcin, Geen Lanis, Nora Irwin, Susan Armstrong, Denyse Pilkington

Regrets: Carly Biggart, Amelia Dennis, J'bai Deschamps, Marshall Leslie

M.1 Call to order, welcome

J. Marrie called the meeting to order at 7:17 p.m.

M.2 Roll call

Attendance was taken as members entered the meeting. Quorum was established (including proxies).

M.3 Adoption of agenda

The agenda was adopted as circulated.

A moment was taken to acknowledge Runnymede Parent, Dea Pasini who passed away last week. She was an active council member, school volunteer, and community volunteer who will be deeply and sadly missed by all who knew her. Condolences were acknowledged for her family, particularly her two children.

M.4 Review of October 29, 2014 minutes

The previous minutes were approved by email (Nov. 13, 2014).

Review of previous action items:

Action Item: D. Cadeau to circulate last year's SSON form to Council, collect feedback from members, make revisions as appropriate, and share the final version with Council.

– *Completed. The final version was circulated in advance of the meeting. See M.11.2 for further information.*

Action Item: Send feedback to D. Cadeau on best practices, resources, etc. on identifying, treating, and preventing lice. D. Cadeau will summarize and circulate the information to Council at the next meeting. – *In progress. To be reported on at the next meeting.*

M.5 Administration update

This item was deferred due to the comprehensive questions discussed in M.6.

M.6 Question/Answer session with Administration

Parent/guardian questions submitted in advance:

1) Would you please provide an update on the 2013 EQAO results for Runnymede PS?

– *a handout was circulated that summarized 2013-14 EQAO results for Runnymede PS. Of note, Gr. 6 math scores dropped by approx. 20%. Admin is working with teachers to understand the reason for the decrease and remedy the issue.*

2) What is the school policy on alerting parents/guardians of local incidents such as attempted abductions like the one reported a couple of weeks ago? (concern that it took too long for Runnymede PS to circulate the notice)

– *There is no TDSB policy or procedure but there is a practice. Police are responsible for informing the public of incidents that occur outside the school. However schools will notify police, superintendent and TDSB communications dept. Police help determine if an incident is credible. If so, communication from TDSB to the impacted school's parents is issued first. Further sharing of information may then follow (eg, to a family of schools) depending on the situation. There is guidance available which was outlined in detail by Admin.*

Interested parents can also follow Toronto Police Division 11 communications and/or coordinate groups of children to walk to/from school together.

There is also a safety committee that parents can get involved with. Contact A. Dennis if interested.

3) Humbercrest PS is a designated STEM School. How does Runnymede become one too?

– *STEM schools are a new TDSB initiative. Specific schools were selected and given this designation. They received a small tool kit as part of this designation.*

4) SMART Board installation - is there anything parents can do to help with this? Are there boards that need to be adjusted, etc?

– *Parents available to volunteer to troubleshoot problems with SMART boards were asked to contact Admin (A. Intarakosit) as their input would be welcome. Internet drop is still an issue that impacts usability of the smart boards.*

5) Status of 'broadcast centre' - any update on how this is going?

– *A pilot class is learning how to properly use the equipment. They are working towards running a broadcast and then will teach others how to use the lab.*

6) There is still some confusion about updating Police Reference Checks – would you please clarify the process?

- *Parents need to renew their Toronto Police Services reference checks in the same month in which it was approved 12 months prior. See **Anne-Marie** in the office if you are unsure when you are due for renewal.*

7) What is the status of the side yard (Colbeck)? Are Grade 1s still planned to enter/exit through the Adventure Yard in January?

- *An update was provided in the November Rapport. Some delays were experienced due to weather. **Council requested that a communication be sent to Kindergarten families with details of what is being done and timelines. It was suggested the notice be disseminated by the teachers to each student to bring home.** Members with concerns should be encouraged to contact Admin.*

8) School bells for entry – sometimes they ring 5 minutes early. Who determines the timing? Some children arrive on time to find the doors already locked.

- *The school clocks were recently adjusted so this problem should be now be fixed. The clocks are connected with the PA system and in the Fall the system was reset, and therefore time was off. When this happens, a TDSB technician is required to come and fix it. Power outages also impact the school clocks and require adjustment.*

ACTION Item: Members of Council to submit their questions for Admin. for the next meeting to the Secretary by **Thursday January 15, 2015** (ie, one week before the next Council meeting).

M.7 December 4, 2014 – Family Games Night

- more volunteers were needed to help with this event. Notify D. Cadeau if you can assist. Thanks to S. Frame and K. Wylie who suggested this event. Games, activities, entertainment, and snacks will be available.

The book fair will also be open this evening. It is running from Dec. 1-12. Volunteers are also needed to assist (including after school times). A sign-up sheet was circulated. K. Gautam is leading this.

M.8 Committee updates (~ 3 min/each)

M.8.1 Spirit

Games night is on Dec. 4. Spirit budget (revenue) was ahead of budget.

M.8.2 Arts

No info available.

M.8.3 STEM

Math Amazing Race prep work is underway. Meeting will be held on Jan. 9th to plan the event. Science activities for all grades are underway.

M.8.4 Yard

Yard committee submitted a letter to TDSB regarding delays in turf installation. A proposal has been short-listed and subsequent reviews of the proposal are in progress. Work is expected to start in May 2015 (or as soon as the ground dries).

To compliment the field, efforts are being made to refresh the school front yard. Items include parallel bars (to be replaced/relocated), more seating, repainting pavement games (eg, 4 square, hopscotch), tether ball, picnic tables. Fundraising is required to achieve all of this. The pub night this year will hopefully raise more funds as the intent is to fundraise specifically for these improvements.

Through the Eco schools initiative, Runnymede PS will be receiving some green bins in January. We have a boomerang lunch program already in place, which will be renewed in January. This new initiative involves placing large green bins in 3 main washrooms to collect **paper towels**; paper towels generate a high volume of waste for our school. Educational materials and a roll-out plan are being developed. Congratulations and thanks were extended to S. Frame for leading this.

M.8.5 Centennial

Fundraising activities planned for the Centennial were reviewed. An annual assembly will be held to continue building interest/momentum amongst the staff and students. The mural project with Grade 5s is in progress.

A volunteer is needed to help answer questions about the Centennial (online, can be done from home anytime). Please contact M. Leslie if you are available to help out.

M.8.6 Communications

The team is working hard to get all parents on an email distribution list. A small number of students (22) continue to require hardcopy information. Over 1,200 emails have been sent so we need to limit monthly email distributions as we're reaching our cap.

ACTION Item: R. Parekh and/or J. Sustar to contact I. Larson about email distribution options.

M.9 2014-15 Budget review

See attached for the budget summary year-to-date. Revenues were slightly ahead of budget.

M.10 Ward 7 updates

Fix our schools initiative – working with TDSB and Ward councils www.fixourschools.ca. All were encouraged to visit the web site and get involved. Some media has picked up the story as well.

M.11 Misc. Council updates

M.11.1 Anti-bullying workshop

A school grant was received to have a speaker conduct an evening seminar for parents/guardians on anti-bullying. Estimated timeline is February 2015. Looking to invite other schools and share the cost (grant will not cover everything).

M.11.2 SSON

MOTION to approve SSON and submit to Superintendent. 1st: K. Wylie; 2nd: J. Sustar.

Carried.

M.11.3 Lice Workshop

Selection of one of three vendors to deliver an information and training session to interested parents (at a future date, and at no charge to Council) who will be conducting the volunteer lice checks. The selected vendor was Nitworks.

M.12 Other business

No other business was discussed.

M.13 Next meeting

The next meeting will take place on January 22, 2015.

Subsequent meetings have been scheduled for April 1 and May 28.

M.14 Adjourn

The meeting was adjourned at 9:16 p.m.

**Runnymede Public School Council
Profit Loss Nov 27th 2014**

	Budget 14/15	Actual 14/15	Forecast 14/15	Fav / (Unfav)
Net Ordinary Income				
Donations	\$ 30,000	\$ 31,369	\$ -	\$ 1,369
Pizza Lunch	\$ 11,500	\$ 21,028	\$ (9,528)	\$ -
Pub Night / Silent Auction	\$ 5,000	\$ -	\$ 5,000	\$ -
QSP Magazine	\$ 1,000	\$ 367	\$ 633	\$ -
Curriculum Night Bake Sale	\$ 500	\$ 443	\$ -	\$ (57)
T-Shirt	\$ 500	\$ 972	\$ -	\$ 472
HST / GST	\$ (1,200)	\$ -	\$ (1,200)	\$ -
Miscellaneous Revenue	\$ 1,000	\$ 1,006	\$ -	\$ 6
		-	-	
Total Net Ordinary Income	\$ 48,300	\$ 55,186	\$ (5,095)	\$ 1,791
Retained earnings from prior year	\$ 1,971	\$ 1,971	\$ -	\$ -
Total Net Ordinary Income & Surplus	\$ 50,271	\$ 57,157	\$ (5,095)	\$ 1,791
Expense				
Committed:				
Technology				
STEM Science, Technology, Engineering and Math	\$ (6,500)	\$ (485)	\$ (6,015)	\$ -
Yard				
Yard Improvement	\$ (4,300)	\$ (124)	\$ (4,176)	\$ -
Green Teacher	\$ (3,800)	\$ (1,030)	\$ (2,770)	\$ -
Outdoor recess equipment	\$ (2,000)	\$ (1,011)	\$ (989)	\$ -
Arts				
Primary Arts Program	\$ (7,500)	\$ -	\$ (7,500)	\$ -
Art	\$ (1,150)	\$ -	\$ (1,150)	\$ -
Instrument Renewal - Strings	\$ (1,150)	\$ -	\$ (1,150)	\$ -
Instrument Renewal - Band	\$ (1,150)	\$ -	\$ (1,150)	\$ -
Drama Program	\$ (1,150)	\$ -	\$ (1,150)	\$ -
Teacher Reimbursement				
Teacher Reimbursement Fund	\$ (15,000)	\$ -	\$ (15,000)	\$ -
Other				
Extracurricular Support	\$ (1,900)	\$ -	\$ (1,900)	\$ -
House League Sports	\$ (1,500)	\$ -	\$ (1,500)	\$ -
Eco Schools	\$ (300)	\$ -	\$ (300)	\$ -
Peacemakers	\$ (300)	\$ -	\$ (300)	\$ -
Spirit/ Centennial	\$ (1,000)	\$ -	\$ (1,000)	\$ -
Teacher Appreciation Lunch	\$ (600)	\$ -	\$ (600)	\$ -
Council Communications	\$ (200)	\$ -	\$ (200)	\$ -
Sundry And Admin	\$ (500)	\$ (171)	\$ (329)	\$ 0
Total Committed	\$ (50,000)	\$ (2,821)	\$ (47,178)	\$ 0
Uncommitted:				
Enrichment Expense	\$ (250)	\$ -	\$ (250)	\$ -
Extraordinary Expense	\$ -	\$ -	\$ (1,500)	\$ (1,500)
Total Uncommitted	\$ (250)	\$ -	\$ (1,750)	\$ (1,500)
Total Other Expense	\$ (50,250)	\$ (2,821)	\$ (48,928)	\$ (1,500)
Net Income	\$ 21	\$ 54,336	\$ (54,024)	\$ 291