

## Leslie Frost Parent Advisory Council

Meeting – November 7, 2018 – 6:00-8:00PM LFPS Library

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### A. Welcome

**Attendance:** Julie White, Darla McQuarrie, Cheryl Medhurst, Beckie Kellett, Lisa Grozelle, Corrie Worden, Meredith Dando, Kim Kydd, Evan Lang, Angela Field, Angie Shows, Amanda Chevrier, Katie Plaunt, David Morrison

**Regrets:** Jen Mabee, Brenda McAlpine

### B. Approval of Previous Minutes from October 2018

#### C. Discussion: no comments or amendments

**Moved:** Angela Field

**Seconded:** Meredith Dando

**Motion Carried**

### D. Day Care

-Report Deferred

### E. Principals' Report: Darla McQuarrie/Cheryl Medhurst

-Full day PD Day on Math: the 5 Fundamentals on Oct 26, 2018. Exploring what other school boards are doing to achieve success. (ie: 5yr plan, mid-year assessments, Superintendents in schools ect )

-Professional Learning Communities today on reading. Collecting data from all students and looking for trends. Area of need: phonological awareness (distinct from phonetics). Transferability of reading skills across languages.

-We Scare Hunger campaign very successful.

-Raised almost \$2000 for Terry Fox run

-choirs have started (bell choir, elementary choir but primary still needing a leader)

-Week of Kindness underway. Collecting items for APCH. Individual class projects

-Professional Development during staff meeting today on Executive Functioning. Student Self- Evaluations in class. Work on developing classroom strategies that encourage students to develop own executive function.

-No Safe and Accepting committee leader yet this year so group is not in operation

### F. Review of School Council policy and procedure

-Executive members had meeting with Superintendent and Darla Nov 06 and determined a need for updating and amending Leslie Frost Public School (LFPS) Parent Council bylaws.

-all Trillium Lakelands District School Board (TLDSB) Policy and Procedures are available on TLDSB website.

-Copies of 2001 School Councils Guide for Members were distributed at parent council meeting to interested members.

**Motion:** to form a subcommittee to review and update the LFPS parent Council bylaws so they are in accordance with the 2001 School Councils Guide for Members and the TLDSB School Councils Administrative Procedures (online)

**Moved:** Meredith Dando

**Seconded:** Angela Field

**Motion Carried**

#### **G. CPF (Canadian Parents for French) Update: Secretary of CPF Trillium South**

-next meeting: end of November. Parents welcome to attend

-setting up reading program in New Year

-Adult French class in New Year

-planning for summer French camps: 1 week in July and 1 week in August

#### **H. Financial update:**

a) **Motion** to clear all prior earmarks on funds

**Moved:** Meredith Dando

**Seconded:** Corrie Worden

**Motion Carried**

b) **Motion** to divide parent Council funds as a one-time separation payment to Central Public School (CPS) Parent Council for the sudden transfer of Grade 7&8 students at the end of the 2017-2018 school year.

**NOTE:** this is not a gift; it is a one-time division of funds to reflect the unexpected division of the school community. This means that the LFPS Parent Council are not entitled to be involved in the decision making around where or how the funds transferred to CPS are spent.

**Rationale:** While it was recognized that funds raised were raised for the LFPS community and not the specific students attending school at the time, it was also recognized that the Grade 7&8 students this year had anticipated being a part of the LFPS school community and their relocation was unexpected.

**Moved:** Beckie Kellett

**Seconded:** Meredith Dando

**Motion Carried**

**Motion** to use the Parent Council closing account balance from the 2017-2018 year (approx. \$25000.00) for the calculation of division of funds

**Moved:** Angela Field

**Seconded:** Corrie Worden

**Motion Carried**

**Proposal** made to divide the funds by either:

i) lump sum: ie: \$10,000.00 was brought forward by one parent at October meeting as an arbitrary figure OR

ii) percentage by grade: ie: 2/10 grades (20%) were transferred away from the school therefore consider transferring 20% of the funds (total of approx. \$5000.00) OR

iii) per student calculation: 65/532 students (12.2%) from the 2017-2018 year were transferred to Central for grade 7&8 (total of approx. \$3050)

**NOTE:** Extensive discussion was held regarding the pros and cons of each option. It was recognized that:

- while a lump sum would be an arbitrary number, there were specific needs in the CPS music and library programs that had some known dollar amounts. However the money being sent to Central PS cannot be allocated or earmarked for any specific purpose.
- while a per student calculation would be very precise to represent the students who were relocated, the funds were raised for the LFPS school community not specific students. While those students had potentially participated in fundraising for significantly longer than students currently in the school, not all the relocated students went to Central PS.

-After a false start it was established that 9/ 12 current voting Parent Council members were present (8/10 voting parent members and 1/ 2 voting staff members) so a quorum was present

**Round One private ballot vote** was held on the following options for dividing the funds

- 1) Lump sum **1 vote**
- 2) Percentage **6 votes**
- 3) per student calculation **2 votes**

-Extensive discussion was then held regarding what percentage should be used for the calculation.

**Round Two private ballot vote** was held on the following agreed upon options:

- 1) 10% -funds raised were raised for the LFPS community. **5 votes**  
Not all grade 7&8 students relocated to CPS however the majority did and the relocated students had expected to be part of the LFPS community.
- 2) 12.2%- per student calculation (65/532 students) **0 votes**
- 3) 20%- per grade calculation (2/10 grades JK-8) **3 votes**  
25%- possibly more representational of the fundraising **1 vote**  
impact the current Grade 7&8 students had.

**OUTCOME: Request that 10% of the LFPS Parent Council account closing balance from the 2017-2018 year be transferred to Central Public School Parent Council as a one-time payment in recognition of the sudden relocation of the Grade 7&8 French Immersion students who had expected to be part of the LFPS Community for their grade 7&8 years.**

Note: Extensive side discussion was also held regarding the state of the music programs at each school and the Music Canada project which completed phase 1 (distribution of donated instruments) and is entering phase 2 (accepting applications for grant money-\$2500- for instrument repair. The value of music education was recognized and the importance of having the right tools to adequately support a high quality music program.

- c) **Motion** to invite the Educators Outdoor Space Committee to present a proposal to Parent Council at the December 2018 meeting requesting specific funds for specific outdoor space projects/equipment.  
**Moved:** Beckie Kellett  
**Seconded:** Angela Field  
**Motion Carried**

- d) **Motion** to form a Subcommittee to review opportunities for further spending of LFPS Parent Council Funds (ie: performances, buses for class/school trips, fans ect)

**Moved:** Beckie Kellett

**Seconded:** Angela Field

**Motion Carried**

NOTE: Beckie Kellett, Lisa Grozelle, Angie Shows and Amanda Chevrier volunteered to be members of this subcommittee. Discussion was held re: preparing a google survey that could be sent to all parents via school messenger so all parents would have opportunity for input.

- e) **Motion** that all proposals for funds (including specifics and actual dollar amounts) be presented at the December 2018 meeting of the LFPS Parent Council to be voted on.

**Moved:** Meredith Dando

**Seconded:** Angela Field

**Motion Carried**

#### **I. Fundraising – plans for fundraising for the year**

-Concerns were raised re: fundraising while there is still such a large balance to be spent  
-fundraisers must raise funds for a specific designated purpose and the funds must be spent on that.

-brief discussion held re: some events are held more for fun and to build school community as opposed to raising funds.

(See details below regarding specific events)

NOTE: Discussion and decision will need to be made regarding the disposition of any surplus funds from future Parent Council fundraising- Deferred to December meeting

#### **J. School Council Events**

**For consideration but we will also hear of other new ideas:**

1) **December - 25 cent sale**

-Concerns: No grade 7&8s to help run. Gym space occupied for 3 days. Chaotic time of year. Students without funds to purchase events. Impact on class time.

-Benefits: student enjoyment. Low cost for gifts. Opportunities for students to learn skills

-Options discussed: after school event?-concerns re: distance for travel in catchment area. Central students exploring options to assist. One day only sale? Different location to set up? Shorter collection period? Ask grade 6 students to take on helper role/ wrappers?

**OUTCOME: proceed with planning a one day 25cent sale Monday December 17th in the gym with set up December 14<sup>th</sup> after school.**

2) **March - dance a thon**

Defer to December meeting

3) **late winter/spring - culture night**

Defer to December meeting

**4) end of May/beginning of June - spring fling**

Defer to December meeting

Plan for June 6<sup>th</sup>- event details to be determined

**K. District School Council Update – first meeting November 8<sup>th</sup>**

-Parents welcome

**L. New Business**

1) Pizza Lunches- question re: what is money going towards?

-school run event/ school generated funds. Must be spent directly on items for student direct use (ie: sand toys, student supplies etc)

-very specific list of food items that can/cannot be sold (2010 Ontario schools food and beverage policy). Nutritional compliance form is required to be completed by all vendors.

Have sent out compliance forms to multiple vendors to compare.

-Concerns with current vendor. Exploring other options (ie: Boston pizza will match the Grand price but provide 5% back to school)

-concerns raised re: potential profit being made (school vs vendor).

-pizza lunch is served during second nutrition break

2) School generated funds

-magazine fundraiser is being used for materials for outdoor learning space, breakfast buddies and sun shelter

-school generated funds accounts are not available for parents to review but are reviewed by trustee and auditors

3) Idea brought forward by a parent to give \$10 000 of school council money to Central Senior School.

-see Fundraising section above

4)Tinsel hair fundraiser- TLDSB Policy and Procedures state not allowed to do third party fundraisers (ie: students pay funds that go to third party directly)

5)Head lice checks:

-Volunteer is available Monday and Friday so head checks will be done those days.

-Concern had previously been raised about kids who had headlice discovered on Fridays and had to be sent home before receiving the pizza that was paid for. However this would be the case even if lice were discovered on Thursday (wold not be treated and clear in time for return Friday). Public health is very important.

-Amanda Chevrier would welcome additional parent volunteers

6)Clarify structure of Parent Council

-Up to 10 Voting Parent members (10 positions filled at this time by parents who completed the self-nomination forms)

-Up to 2 Voting Staff members (2 positions filled)

-Up to 2 Voting Community members (0 positions filled)

**MOTION:** to invite Brenda McAlpine from Compass Early Learning Centre to fill one of the Community Member positions.

**Moved:** Meredith Dando

**Seconded:** Angie Shows

**Motion Carried**

**M. Ideas for Newsletter**

- maintain a regular Parent Council section in LFPS newsletter
- Send items to Darla by email for December newsletter

**N. Next Meeting Date**

Wednesday December 5<sup>th</sup> 6:00pm