

Hopewell Avenue Public School Council
Meeting Minutes
December 11, 2007

Attendance: Sara Adam, Anne-Marie Corbett, Judy Calder, Tina Daniels, Cheryl Davidson, Marta Farsang, Christine Franklin, Barbara Johnston-Iafelice, Jennifer Loten, Marcia McAlpin, Susan McDonald, Vanessa McKenzie, Vanessa Riddell, Wendy O'Connell-Smith, Kathryn Owens, Duncan Shaw, Michelle Sprott, Caroline Therieault, Brenda Lee.

Absences: Reem Aslan, Lynne DeGrandpre, Karen Keskinen, Carole Loop, Lori Sullivan, Beth Doubt, Joerg Esleben, Alison Fines, Karen Goodrich, Linda Jenny, Susan Smith, Haysom Hamelin, Diane Hiscox, Bettina Longino, Nicola Maule, Nancy Kirkwood, Jackie Naida.

1. Welcome & Call to Order by HAPSC Chair, Sara Adam. The Chair started the meeting at 7:00 PM with introductions and mentioning that no paper will be wasted on print-outs as documents were distributed in advance electronically and can be seen on the overhead projector.

2. Minutes for October 9, 2007 meeting approved. None opposed.

3. Agenda for December 11, 2007 meeting approved. None opposed.

4. Principal's Report: Barbara Johnston-Iafelice

- Character education/Anti-bullying campaign initiated with a team of 3 teachers and 4 parents; special bracelets "stand up, speak out" distributed to all pupils.
- As part of the balanced literacy model which started last year, data walls are being developed to help fine tune teaching. Two staff will demonstrate at the next Council meeting how this "wall" works.
- Multi-cultural activities are underway at the school as per provincial guidelines so that Christmas does not overshadow other occasions. Celebrations of different cultural/religious festivities are thus being held.

Q: Schools need to be conscientious not to lose all celebrations in fear of discriminating some.

B. Johnston-Iafelice responded that the goal is to honour all celebrations rather than forget about all.

- The Ontario Ministry of Education has offered funds for the School Improvement Plan. So far, the school has invested in balanced education, curriculum improvement and students' learning improvement. A new team will look at the School Improvement Plan shortly.

5. Teacher's Report:

- Presented an update on class activities at each level. Highlights were:
 - Hydro/electrical safety age-appropriate presentations will be given to all students
 - The primary grades will hold a concert on December 18th
 - Grade 2 students prepared Magic Tales which they read to SK students

- Grade 4 class participated in an excursion to the Museum to learn about abstract art
- Two Intermediate volley ball teams finished first at their respective tournaments
- A group of 25 students will be able to visit a university to see what it's like
- Grade 8 science class produced toy projects which were a great success
- Grade 8 held a debate on factory farming/creationism which regional cross-country meet is next week
- Food train in lobby is still waiting for donations.

6. OCASC report

- a) Rockcliffe public school brought forward a motion regarding caps on class sizes. Rockcliffe intends to have the Ministry introduce a soft cap.
- Discussion points:
 - dangers with the soft cap as slippery slope
 - better teaching conditions
 - the children moving to split classes are being penalized/disadvantaged
 - advocacy should target more resources to back up split grades

→ Council voted against Rockcliffe's motion
 → Council suggested Susan bring another motion to OCASC regarding additional resources to back up split grades.
 - Susan also reported that Glebe High school wants to reinstate the OCASC lobbying Committee
 → Council voted for it.
- b) OCASC Newsletter available on the website at www.ocasc.ca.
- c) OCASC Presentation on understaffed school
 Remark: B. Johnston-Iafelice points out that Hopewell with 900 students had only one Vice-Principal whereas other schools of this size have two.

7. Ski/skate sale

The \$580.26 collected from the sale will go to a breakfast program at R.E. Wilson School on McArthur.

Motion to do the sale every year. None opposed.

8. Budget Committee

Presented the new, equitable review process for allocations:

All proposals will be shared with the chair first before being sent to budget committee. Once budget committee approves, it will be reviewed by the School administration and then presented to Council for vote. All proposals will need to include a full description and demonstrate that consultations with parents and/or administration have taken place.

Sprott/Shaw presented the Revenue and Budget Balance table.

Results of the Visioning Exercise and the School Wish List:

1. Extra Large, automated screen in gym.
2. Library Support
3. Science Cart (each division)
4. Numberacy Cart (each division)
5. 10 overhead projectors
6. Multicultural resources and accessories
7. 10 CD players
7. Multimedia Projectors (see M. Cino's notes)
8. Grassyard updated so it can be used in all seasons
9. In School Performances (music, puppets, theatre)
10. 8 easels
11. Smart Board

Adam presented the details of the proposals which were approved by the budget committee and asked for a vote:

1. Principal's discretionary fund for groups of teachers to enrich learning
2. Computer lab projectors

Discussion: need to obtain school rates, try bulk orders, directly contacting companies etc.

Conclusion: teacher proposing has explored all possibilities.

3. Science carts primary and junior

Discussion: Ministry should pay for such supplies. Suggestion: Hopewell bring a motion to OCASC to support expenses such as science carts and other "basic" school supplies. None objected.

4. Food cupboard
5. Space camp (February 2008)
6. X-country skiing (Grade 5 at Terry Fox; \$8 per child)
7. Communications (e-mail addresses)
8. Council administration

Discussion: Grass yard needs to be priority vs. leave it as is.

Budget vote: No objections.

Meeting adjourned at 9:15

Annexes

Hopewell Avenue Public School Council Budget Committee

The Council Budget Committee has two primary responsibilities:

- To manage the process for Council to make decisions on the disbursement of funds raised through Council programs and events; and,
- To review Council sponsored fundraising activities and develop policies to guide fundraising activities for consideration by Council.

2007-08 Budget Process

According to the Hopewell Council By-Laws, Council is to “develop equitable procedures for the disbursement of funds”. It is the Budget Committee’s responsibility to make recommendations to Council on the disbursement of funds raised by Council programs and events, taking into account of the Council Visioning exercise and proposals heard from Council committees. This includes Committee recommendations regarding suggested capital expenditures from the Principal.

The Budget Committee suggests the following review process for all major spending decisions by Council:

- All funding proposals are to be presented to the Chair well in advance of Council meetings (1-2 weeks).
- Committees sponsoring funding proposals can consult with the school administration in preparing proposals.
- Proposals should include: description of expenditure, \$ amount, evidence of consultation with a committee or the community before brought to Chair, support for expenditure in past Council discussion (e.g. Visioning exercise).
- The Chair will meet with the Principal a week before Council to discuss proposals, and gain the Principal’s (Administration’s) approval.
- The Chair will share the proposal with the Budget Committee for review and recommendation before Council meeting.
- At Council, the Budget Committee will introduce proposed expenditures. Each sponsor will present their suggested expenditure, followed by discussion and vote by Council.
- For proposed expenditure that pass Council vote, the Treasurer will then write a cheque for the expenditure.

Suggested 2007-08 Council Allocations

- Principal – \$10,000 (20%)
 - Spending by the 3 school sectors (decided by teacher committees)
- Enrichment – \$27,500 (55%)
 - Capital – \$10,000 (20%) – Principal’s “wish list” (media screens, screen for gym, library re-stocking...)
 - Consumable – \$10,000 (20%) – art cart, science cart, etc.
 - Programs – \$7,500 (15%) – space camp, tennis, cross-country skiing
- Grass Yard – \$10,000 (20%) – new surface, structures, equipment, etc.
- Other – \$2,500 (5%) – Communications, philanthropy

Note - Contributions to other schools can come out of “Other” or be directed from dedicated fund-raisers.

Hopewell Council By-Laws - Disbursement

- *Any disbursement of money or money commitment on behalf of council must be formally approved by council vote. In the event that the chair and the treasurer decide, on consultation with others, that an expenditure cannot wait until the next regularly scheduled meeting and is a small amount, the treasurer and the chair, or their designates, may disburse money. All spending must be reported and formally approved at the next available council meeting.*
- *Spending authority may be pre-authorized by council-voted budget or float.*
- *Cheques shall be signed by the treasurer and one other officer with signing authority.*
- *Council shall develop equitable procedures for the disbursement of funds.*