

## April 11th 2023 Hopewell Ave PS School Council Meeting Minutes

**Attendees:** Martina Sherwood, Petra Heitkamp, Sandy Miller, Claire Kerry, Aleks Brading, Rebekka Wallace Roy, Sarah Matthews, Patrick Hunter, Meg Fracke, Julian Labrin, Jessica Perkins, Daphne Drumbille, Jennifer Drake, Nicola Calder, Marie-Elise Samson Buchan, Erika Graff, Zainab Moghal, Carlo Zambri

**Regrets:** Alex Randall

### **1. Welcome, Approval of the Agenda, Approval of March minutes**

Amendment to the March minutes to include Rose Marie Addesa and the Prism club were also involved in organising the very successful Movie night.

Nicola approved the March minutes and Daphne seconded the minutes.

### **2. Introductions**

### **3. Principal's Report – Martina Sherwood**

- Plans for the 2023/2024 school year continue! Our current enrollment is 794. Next year we are projected to be 772. We currently have 764 students pre registered for September. We will be working on our school organisation in the coming weeks. If you know of any families who have not yet registered, please encourage them to reach out! Our staffing process will take place in the coming months.
- Updated staffing for our office and custodial team. In the past month we have welcomed a new Chief Custodian. Andrew Black has joined our team. He comes to Hopewell with lots of experience. We have welcomed two new office team members. Sarah Matthews and Jisha Shaji have joined us as office assistants, working alongside our office administrator, Yanka Petrova.
- We continue to sharpen our practices and opportunities for our team to learn together are very valuable. Our monthly staff meetings are a chance for us to take time to do this. This month we continued our reading comprehension work – our use of assessment tools/screeners, our tiers of intervention and instructional

foci as we move from phonological awareness/phonemic awareness and letter names and sounds to phonics to word recognition to oral reading fluency with each individual student.

We are very lucky to have a Program and Learning Department that supports us with this work.

- A huge thank you for the financial support. Our kindergarten team ordered outdoor equipment including a large durable outdoor table for water and sand sensory play. They have added to their STEM resources (science, technology, engineering and math). The team mini plus plus and magna tile supply has also grown. Plus plus is a favourite. They have also booked a puppet show and are welcoming the Junkyard Symphony for a performance.

Primary classes have committed to a number of “experiences” including Coding Workshops, a presentation by the Junkyard Symphony and a Rhythm Room Drumming performance.

Juniors are welcoming Luv2Groove back and have used some of the funding to supplement field trip costs.

Intermediates welcomed Bhat Boy for a specialised art experience and they are also welcoming Luv2Groove.

#### **4. VP Report – Sandy Miller**

##### **The School Yards are ALMOST clear!**

Andy is monitoring the soil stability to ensure safe use of play structures in the coming week. We are hopeful that the warm weather will help to thaw the ground and allow for reopening the play structures.

Mr. Wood’s and Mme Storey’s classes will be out front, rooting around the flower beds on Hopewell Ave to prune the regrowth this week.

##### **April is Autism Awareness Month**

We are working on a collaborative bulletin board in the atrium - all classes have been invited to contribute and we will watch it grow throughout the month - look to the HAPShots to see its evolution.

**Le Flofranco is coming in May! <https://www.leflofranco.com/>**

For those of you following Manie Musicale, you'll know the winner is homegrown talent! Le Flofranco is coming to do a workshop with our intermediate classes at the end of May. We are fortunate to be able to book Le FloFranco and are looking forward to welcoming him to Hopewell to talk about his journey as a Franco-Ontarian singer, his music and what motivated him to pursue a career in music.

**Yard Clean Up/Anything on Wheels 29/30 April**

We are set to go for drop off on the 29th and the event on the 30th.

Martina and I had a group of eager students from the 4/5 MFI class propose a bake sale with all profits going to The Alzheimer's Society and The Humane Society of Ottawa. They will be setting up a table on Sunday morning for 2 hours. Got to keep everyone's strength up!

**Spirit wear is back**

Spirit wear clothing information coming soon, negotiating some new items, shorts and zip up hoodie is likely to be included.

**5. Teacher rep – Meg Fracke (5min)**

In April every Friday is Spirit Day.

This Friday's theme is Career Day - dress up as what they want to be when they grow up.

Last Thursday (due to Friday being Good Friday) was PJ/Comfy clothes day

Good weather has lead to kids coming to school on scooters and bikes.

Students are learning safety around bodies of water

Spring sports - Track and Field for junior and intermediate grades coming up.

Lots of field trips are happening, kids (who are mainly walkers) are very excited by riding the school bus.

April showers bring May flowers is a spirit initiative coming up too.

## 6. Financial situation - Nicola Calder (5min)

Audit happening next week by KPMG, Nicola has done a fantastic job to ensure that everything is in order. One item that has been brought up is that the school council should keep copies of cheques that are written.

### Revenue:

Additional pizza revenue occurred from those moving into the neighbourhood and wanted to order Pizza.

PINV funding for parent involvement

Mabel's labels fundraising money.

### Expenses:

Bank fees and Pizza expenses (gloves etc)

	A	B	C	D	E
1	Hopewell Ave Public School - 2022/2023				
2	Financial report for the period ending April 8, 2023				
3					
4	Opening balance	\$ 11,170.22	End of year - July 31 2022 + \$650 PRO Grant received in September (for last year)		
5					
6	Revenue	Allocation Plan	Profit	Variance Plan A	Notes
7	Pizza	\$ 20,000.00	\$ 11,729.10	\$ (8,270.90)	Term 1 profit: \$10,543.07
8	Mabels labels	\$ 75.00	\$ 180.31	\$ 105.31	
9	Ski/Skate Sale	\$ 1,000.00	\$ 2,677.00	\$ 1,677.00	
10	Bike Sale	\$ 1,500.00	\$ -	\$ (1,500.00)	
11	Pro Grant	\$ 650.00	\$ -	\$ (650.00)	
12	PINV funding	\$ -	\$ 500.00	\$ 500.00	Each year schools/school councils receive \$500.00 to be spent at their discretion on activities that support and enhance parent involvement
13	REVENUE SUBTOTAL	\$ 23,225.00	\$ 15,086.41	\$ (8,138.59)	
14					
15					
16	Expenditures	Allocation Plan	Actual Paid	Variance Plan	Notes
17	Mulch	\$ 2,500.00	\$ -	\$ 2,500.00	
18	Yard fund	\$ 1,000.00	\$ -	\$ 1,000.00	
19	Future turf yard funding	\$ 1,000.00	\$ -	\$ 1,000.00	
20	YARD SUBTOTAL	\$ 4,500.00	\$ -	\$ 4,500.00	
21					
22	Kindergarten	\$ 1,500.00	\$ 1,500.00	\$ -	Kindergarten, Primary, Junior and Intermediate allocation based on class allocations provided by principal in September
23	Primary	\$ 2,700.00	\$ 2,700.00	\$ -	
24	Junior	\$ 3,400.00	\$ 3,400.00	\$ -	
25	Intermediate	\$ 2,400.00	\$ 2,400.00	\$ -	
26	Phys Ed Equipment	\$ 2,000.00	\$ 2,000.00	\$ -	
27	Library	\$ 2,000.00	\$ 2,000.00	\$ -	
28	Say yes fund curriculum	\$ 2,000.00	\$ 2,000.00	\$ -	
29	CURRICULUM ENRICHMENT SUBTOTAL	\$ 16,000.00	\$ 16,000.00	\$ -	
30					
31	Wellness - Parent Involvement	\$ 3,000.00	\$ -	\$ 3,000.00	
32	Grade 5 - Cross Country Ski Trip	\$ 4,000.00	\$ -	\$ 4,000.00	
33	Staff Appreciation Gifts	\$ 200.00	\$ -	\$ 200.00	
34	Staff Year-End Lunch	\$ 500.00	\$ -	\$ 500.00	
35	Grade 8 Graduation Reception	\$ 700.00	\$ -	\$ 700.00	
36	Bank Charges	\$ 150.00	\$ 27.08	\$ 122.92	
37	Admin/Supplies	\$ 300.00	\$ 110.65	\$ 189.35	includes potential photocopying, event supplies (e.g. gloves for pizza)
38	Say yes fund	\$ 2,000.00	\$ -	\$ 2,000.00	
39	Philanthropy	\$ 2,500.00	\$ -	\$ 2,500.00	
40	OTHER SUBTOTAL	\$ 13,350.00	\$ 137.73	\$ 13,212.27	
41	EXPENDITURE SUBTOTAL	\$33,850.00	\$16,137.73	\$17,712.27	
42					
43	Balance	\$ 545.22	\$ 10,118.90		

	A	B	C
1	<b>Bank Reconciliation Statement</b>		
2		<b>Actual</b>	
3	Chequing (April 8 2023)	\$ 10,078.90	
4			
5	<b>Savings</b>		
6	Uncashed cheques (revenue)	\$ -	
7	Petty cash	\$ 40.00	
8	<b>Total</b>	<b>\$ 10,118.90</b>	
9			
10	<b>Less</b>		
11	Outstanding cheques (expenses)	\$ -	
12	<b>Total</b>	<b>\$ -</b>	
13			
14	<b>Balance</b>	<b><u>\$ 10,118.90</u></b>	
15			
16			
17			
18	<b>Check against Financial Report</b>		
19	Balance from Financial Report	\$ 10,118.90	
20			
21			
22			

**Question: Any update or progress on the pinnies/jerseys**

Melissa Lemyre is leading on this by reaching out to colleagues who are involved in kids sports - priority is t-shirts 20 to 25 t-shirts to be ordered, once they have found a vendor they will know what they can order and the amount of money needed.

**7. Committees and events (30min)**

**\* Pizza day/ Lunch program - Sarah Matthews**

Subway more complaints over Pizza each week. The group of student volunteers that help are amazing.

Discussion with Hot lunches from Mazzolas seeing what they might be able to offer. They were a previous Hot Lunch supplier for the school. A group of parents will look into different options for healthy lunches that could be offered in September 2023.

**\* Yard: Spring clean 30 April (Plans, mulch purchase \$2500) - Katie Breen**

Mulch delivery - it needs to be very clear on where it is to be delivered. Last year it was quite far from the yard, which in the heat caused some issues to get it into the yard..

If Mulch is delivered on a Friday evening it should be okay until Sunday morning.

Those helping out with the yard clean up are asked to bring your equipment and enthusiasm (and your own mug!)

**\* Bike sale (29/30 April) - Rebekka Roy**

Posters printed off - volunteers to hang up posters around the neighbourhood.

Two parents have volunteered to oil bike chains and pump up tires.

Baked goods welcome for volunteers, coffee for everyone who volunteers from Happy Goat.

Word of mouth exercise as we will not be doing a back pack drop.

Rebekka has 40 posters that need to be put up.

Saturday volunteers needed between - 12:30 - 5:30

Sunday volunteers needed between - 8:30- 12:30

**\* Traffic update - Erik and ArielAnn**

No update

**\* Letter Sunnyside/Bank - Alex Randall**

Letter has been drafted that encompasses the issues that are seen at the crossroad of Bank and Sunnyside, Any thoughts and comments on the letter to be sent to the school council email account.

## **Grade 8 graduation**

Planned for Wednesday June 28th but the message from School District communication was Eid al-Adha, was supposed to be June 29th but this is subject to how the moon falls. It is now happening on June 28th so we can't schedule a special event on that day. Have to work with the Glebe Collegiate School so that the ceremonies don't clash.

Trying to get a rough idea of how many students and guests there are 89 students +2 guests, but students can request more guests from the home room teacher.

There will be the ceremony, reception, coffee and snacks and year book signing, lunch and dessert and a dance/games room. The reception is organised by Grade 7 parent volunteers.

Discussion on the parents who organised a separate grade 8 event last year due to covid, and the school wasn't sure they were going to be able run any ceremony at all, hence parents organising a separate event. There were equity issues and it was tricky to organise to include all, it was not something that was endorsed by the school but they did help facilitate the communication due to the circumstances of covid precautions.

### **8. Representatives**

**\* Grade reps - Carlo/ Sarah/ Alex/ Daphne**

Kinders - no developments

Primary - no concerns

Juniors - none

Intermediates - There is a possibility that students can now eat in the atrium it will not be every day but there will be times and there will be some times when they will be able to go to Brewer park

**\* OCASC - Daphne**

School climate survey - too much from child lens not parents lens.

School messenger app is useful to download

Everyone who applied got the ProGrant funding - but they plan to look at the application process as some found it difficult to meet criteria.

Want more people to sign up with the PIC committee

Complaints about WIFI

Need more volunteers at OCASC

**\* Wellness: report on 2nd meeting - Rebekka**

Meeting this Friday (April 14th) 12 noon - 1:30 pm lots of new parents

Evening event - would need someone to help out for a "Parents Night Out"

**9. Answer any pre-submitted questions**

None submitted

**10. Varia**

None submitted

**11. Closing and set next meeting 9 May 2023**