



## THE MINUTES OF THE REGULAR MEETING OF THE CENTRAL SCHOOL COUNCIL

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**CENTRAL PUBLIC SCHOOL LIBRARY**

**February 24, 2015**

### **ATTENDANCE:**

**Council:** Angela Bromley, Belal El-Hassan, Bridget O'Shaughnessy (Fundraising Chair), Cynthia Silversides (Chair), Emily Ens, Holly Etherington (Treasurer), Jen MacDonnell, Kristie Kuiper, Kristin O'Connor, Laura Davidson (Vice-Chair), Laura Wohlegemut, Mehrnoosh Afnan, Melinda Cowan, Melisa Barnard, Samantha Bell, Sandra Mercuri, Sue Rapin (Secretary)

**Regrets:** Barbara Gibson, Chris Lauzon (Teacher), Christine Suntz, Danielle Fawcett, Hailey M. (Student), Jen Lawson, Kathryn Litke, Laura Dockray, Lauren Pitkeathly, Leanne Greenwood, Lee Wilson, Lindsay Padgett, Marina Muller, Nikolai Zydownyk, Oksana Glukhov, Patti Rockey, Rosi Zirger, Sarah Rangaratnam, Tania Mercuri

**Guests:** Todd Sniezek (I4T Learning Consultant), Midge Petrino (Breakfast Club Volunteer), Janey Schellenberg (Parent), Samantha Morris (Parent), Alejandra Wichartz (Parent)

**Secretary:** Sue Rapin

### **A. COMMENCEMENT OF THE REGULAR MEETING OF THE COUNCIL**

#### **1. Call to Order and Noting of Members Absent**

Chair Silversides called the Regular Meeting of the Council to order at 6:30 p.m.

#### **2. Declaration of Conflict of Interest**

There were no declarations of conflict of interest.

### **B. BUSINESS OF THE COUNCIL**

#### **1. Adoption of the Agenda**

**Moved by Kristie Kuiper  
Seconded by Belal El-Hassan**

**“That the Agenda be adopted.”**

**CARRIED**

**2. Approval of Board Minutes**

**Moved by Kristin O'Connor  
Seconded by Kristie Kuiper**

**“That the Minutes of the Regular Meeting of the Central School Council dated January 27, 2015, be confirmed as submitted.”**

**CARRIED**

**C. PRESENTATIONS AND RECOGNITION**

**1. Presentations**

**a) Technology at School**

Chair Silversides introduced guest speaker Todd Sniezek, an I4T Learning Consultant from DSBN School Support Services, who delivered a presentation on technology at school, security and online safety, what students can do to extend their learning at home, and how parents can help them create and collaborate with online tools: Google Apps for Education and Microsoft Office 365.

Mr. Sniezek is on a team of 10 members that travel around the DSBN providing training to students on use of technology in school. He informed the council that since September 2014 every student in the DSBN has full Microsoft Office licenses for up to five devices per child which remain in place until six months after Grade 12 graduation for students to retrieve work. Licence works on both Windows and Apple systems. Instructions for installation: <http://goo.gl/jJlo79>.

It was highlighted that technology is a tool to use for producing stuff, and an outlet for student creativity as opposed to only social media purposes. All students have a DSBN Google account, which is not a personal account. Students are encouraged to use their DSBN google account solely for school and not personal business. DSBN has security features in place related to potential bullying issues or lost data files. Work is immediately saved as each character is typed, work cannot be lost, and the “Google Drive” has unlimited storage. In the case of working as a team, one student can be typing at their home, and other team members will see as the work is being completed and then provide their own inputs. Another feature with google drive, is that revision history is saved and cannot be deleted, which shows the teachers who worked on what.

Many free apps are available through “Google Chrome” and also apps purchased by DSBN, such as “Read and Write” which will read out loud in French (great tool for

those non-French parents). To access these apps, students sign into their Google Chrome account. Another feature highlighted is the popular “Drawing” app which students are encouraged to use to create posters or be more creative with written assignments moving beyond plain text using colours, images and interactive graphics as Mr. Sniezek demonstrated. Tips: For images with no background, search for “.png” and “.gif” formats; Search for “animated gif image” to find moving images.

Mr. Sniezek noted that DSBN is the largest user in Ontario of Desire2Learn (D2L), an online classroom used for blended learning, and the push for suppliers to connect and create apps for D2L. A comment was provided by parents around combining Dreambox and Prodigy into a common platform. It was confirmed this would be desirable by the DSBN but not something that is expected in the short term. Currently built into D2L is [turnitin.com](http://turnitin.com), for evaluation of student papers. He also mentioned that AutoCAD provides free downloads worldwide for any student, and that an in-school licence for Sketch-Up 3D modeling software that can be used with the school’s 3D Printer is free.

## **b) Breakfast Club**

Member Wohlgemut gave a presentation about the Breakfast Club which is managed by parent and community volunteers and receives funding from Niagara Nutrition Partners. The club operates weekdays from 8:15 a.m. to 9:00 a.m. in the Grade 8 classroom which has a kitchen. It is located up the main stairs, first door on the right. The club is open to any Central School student who is need of food in the morning. This is a walk-in service and no sign-ups are required. Volunteers typically serve between 10-40 students. As 500 of the 580 students attending Central are bussed in, the focus of the program is providing a healthy snack so that these children can make it to the lunch period. New community volunteer Midge Petrino remarked on how positive her first experiences have been. The Breakfast Club is looking for volunteers, with a need for Monday morning volunteer at this time.

**Action: Member Wohlgemut will provide a write-up on the Breakfast Club for inclusion in the next school newsletter to Vice-Principal Donato who will include a request for additional volunteers, specifically for Monday coverage.**

## **2. Recognition**

Chair Silversides recognized and thanked:

- Breakfast Club volunteers: Laura Noble-Wohlgemut, Samantha Bell, Sandra Mercuri, Lauren Buntin-Pitkeathly, Kathryn Litke, and Midge Petrino
- Pizza Lunch volunteers: Betsy McRae, Christine Sultz, Ginelle Polmanter-Gentile, Rita Persaud, Carletta Gayle and her mom Shirley
- Grade 8 students Mackenzie and Chloe for helping with child care during council meetings.

## **D. OLD BUSINESS**

### **1. Motion, voted by Email on January 29, 2015**

**Moved by Bridget O'Shaughnessy  
Seconded by Laura Davidson**

**“That all funds raised from the spring 2015 MacMillan’s fundraising campaign be put towards the purchase of a new LED sign for the front of the school.”**

**CARRIED**

### **2. Operating budget and commitments summary**

Secretary Rapin provided a draft 5 year business plan (BP), including proposed “instructions” and “assumptions” summarized below. Next steps to finalize the plan include a fundraising survey to be initiated by Chair Silversides to help confirm preferences/vision of the current council. Survey results will be communicated prior to the next council meeting in April and incorporated into a final draft of the business plan for review and approval at that meeting.

The draft business plan was maintained at a high level to ensure council is afforded flexibility within the various fundraising and donation categories and would be expected to be revisited on a yearly basis to confirm council preferences/vision.

Draft BP instructions:

- Continue to put reserves aside for playground (40k in 5 years)
- Focus on education initiatives
- Continue to support school improvements and modernization of teaching equipment (e.g. IT upgrades, playground maintenance; reception area improvements)
- Continue practice of \$100/teacher for start of school year supplies
- Continue practice of supporting Grade 8 school trip and ceremony, to ensure all students benefit as they progress through Central
- Maintain bank balance for start of each school year at a minimum of \$8k (after reserve and teacher commitments removed) to ensure appropriate level of operating funds for fundraising efforts, e.g. Pizza day Fundscrip cards.
- Maintain fundraising efforts at 2013/14 levels, ~\$22.5k/yr

Draft BP Assumptions

- Able to maintain Pizza Day fundraising at ~\$275/wk for 35 weeks
- Efforts continue for fall and spring fundraisers, ~\$4k each
- Able to continue to raise money through Fundscrip for Pizza Day efforts, ~\$2.2k/yr
- Expand and continue Kernels fundraising efforts in future years, ~\$2k/yr
- Continue adhoc fundraisers at \$500/yr (e.g. Lunch Lady; M&M meatshops, etc)
- Liability insurance/bank charges remains approximately the same over the 5 year period, ~\$250/yr

Year to date actuals were provided as part of the presentation, showing the previous year budget and the proposed budget for 2014/15 (provided in Table 1 below).

Past Year	Current Year 2013-14	Proposed BP Budget 2014-15	YTD - Feb 19 2014-15
<b>Fundraising Efforts</b>			
Pizza Day	9603.00	7975.00	2496.12
Lunch Lady - pancake day	0.00	350.00	344.55
Lunch Lady - holiday lunch	0.00	60.00	63.35
Kernels Popcorn	0.00	1000.00	1016.97
Fundscrip	2149.00	2000.00	1457.54
Lamontange	4068.00	2000.00	
Boston Pizza receipts	280.00	35.00	35.00
M&M School Day	0.00	90.00	91.08
Grant 1: DSBN parent involvement		500.00	500.00
Grant 2: Parents Reaching Out		1000.00	0.00
Grant 3: Canadian Parents for French (CFP)		0.00	0.00
Pizza Pizza rewards program	617.00	0.00	0.00
Dance-a-rama/Other Spring Event		3853.00	3800.00
<b>Total Income</b>	<b>22070.00</b>	<b>17810.00</b>	<b>5504.61</b>
<b>Donations</b>			
Year end School Trip, Lower costs for all Students	3850.00	0.00	0.00
Teacher Donation	3200.00	3400.00	3400.00
Scientists in School workshops/Musical Inst./Rocks&Rings Curling/Other			4880.00 0.00 0.00
Grade 8 grad ceremony	500.00	500.00	
Breakfast Club	500.00	0.00	0.00
Donation towards 3-D printer/IT supplies	500.00	0.00	0.00
Sponsor dance-a-rama/family movie night/Santa Claus Parade			1290.00 950.00
Workshops	206.00	500.00	0.00
School Sign/School Upgrades/Playground Maintenance			1280.00 12000.00
<b>Total Donations, not including capital reserves</b>	<b>14926.00</b>	<b>17350.00</b>	<b>3400.00</b>
Playground Capital Fund	3000.00	6000.00	3000.00
<b>Other Expenses</b>			
Liability Insurance	151.00	151.00	151.20
Bank Charges	106.00	100.00	

### 3. By-laws, proposal

**Recommended motion for email vote due to no quorum at February 2015 council meeting:**

**“That the Central School Council By-laws revision dated February 17, 2015, be ratified by the council.”**

**Action: Chair Silversides will hold email vote prior to next council meeting.**

#### **4. French language course offerings, details**

Chair Silversides provided a reminder of the French Language courses council helped to set-up in Grimsby starting in March: “Beginning French” on Tuesday, March 3rd, and “Conversational French” on Wednesday, March 11th, both meeting at Grimsby Secondary School (GSS) from 7:00 p.m. until 8:30 p.m. every other week excluding March break for six classes each.

#### **5. CPF workshop for parents, details**

Chair Silversides provided details for Canadian Parent for French (CPF) free event for parents on how to support children in French programs. Event is on Thursday, March 26th from 7:00 p.m. until 8:30 p.m. at MacBain Community Centre, Rooms D & E, 7150 Montrose Road in Niagara Falls.

#### **6. CPF grant, details**

Vice-Chair Davidson confirmed that in order to access Canadian Parents for French (CPF) grants, the council needs to be an associate member. Grant applications are due annually by March 1st. Membership provides access to various parent and teacher resources on the CPF website. There currently is no local CPF chapter in the Niagara region. The available grant is for up to \$300.00 (co-pay) to be used for speakers and venue expenses including refreshments, with only one grant per school. Membership is \$60.00 per year or \$150.00 for three years.

#### **7. Playground inspection, annual report**

Principal Zeoli advised council the annual playground inspection has not taken place yet for this school year.

#### **8. School technology, spending report**

Principal Zeoli advised council 23 of 25 classrooms have SmartBoard technology and 16 lab computers have been upgraded using technology and school funds.

#### **9. DSBN cashless school initiative, input from DSBN Controller**

Principal Zeoli advised Grand Avenue Public School is a volunteer for a pilot program for cashless schools to begin March 9th, and as of September 2015 schools should be able to volunteer to become a cashless school with a maximum of 23 schools being rolled out at one time.

#### **10. School donations, options**

Vice-Principal Donato advised council that school donations for Capital, General, and Scholarship may be made via the school website using the “Support Your School” button, and that a charitable donation receipt is issued.

#### **11. French reading, school book list for parents**

Vice-Principal Donato advised council that there is no one “approved” list of resources for French Immersion.

### **F. NEW BUSINESS**

#### **1. Council meeting day of month change**

Chair Silversides recommended a motion to move council meetings to the second Tuesday of each month moving forward. This will address the issue of the June meeting falling during the last week of school as it is currently scheduled on the fourth Tuesday.

**Recommended motion for email vote due to no quorum at February 2015 council meeting:**

**“That the Central School Council meeting day be changed from the fourth Tuesday of the month to the second Tuesday of the month with a start date of April 14, 2015.”**

**Action: Chair Silversides will hold email vote prior to next council meeting.**

#### **2. Canadian Parents for French (CPF) Membership**

Chair Silversides recommended a motion to purchase an Associate Member Organization (AMO) for council to be eligible to apply for grant opportunities and the formation of a Niagara CPF Chapter.

**Recommended motion for email vote due to no quorum at February 2015 council meeting:**

**“That the Central School Council apply for a 1 year membership and pay the \$60.00 fee for Central Public School to be a CPF Associate Membership Organization (AMO).”**

**Action: Chair Silversides will hold email vote prior to next council meeting.**

### **G. INFORMATION AND PROPOSALS**

#### **1. Chair Report**

a) Chair Silversides provided a handout at the meeting with details on:

- Free webinars - CPF Ontario
- Parents Reaching Out Speaker's Series - GSS
- PRO Grant - Ontario Ministry of Education
- School building improvement grants - Town of Grimsby

## 2. Treasurer Report

Treasurer Etherington reported Council Financial Report and Budget. Approximately \$23,000 will be in the council bank account by the following day, once the Pizza money and popcorn money are deposited. Year-to-date budget/actuals were provided as part of an earlier agenda item, refer to Table 1.

A discussion was held around limited orders received for Pizza Lunch Days during March and April. The form was not sent home in hardcopy this month and was only made available in the form section of the school website. Potential issues impacting participation: The form requesting eight weeks of orders versus the four weeks/monthly orders previously taken; Pita Lunch Day orders coordinated by the Grade 8 graduation class which had gone out to parents the same week.

**Action: Lunch Chair Barnes will prepare a hardcopy form for the school to send home with students for the April pizza weeks with a reminder that some parents may have already paid for April.**

**Action: Principal Zeoli will send out an email blast with links to the Pizza Day online form to avoid confusion in the future.**

## 3. Fundraising Report

Fundraising Chair O'Shaugnessy provided updates on council fundraising initiatives:

- Lunch Lady: Pancake lunch raised more funds than Holiday lunch due to the level of volunteer involvement for coordination and management. The Lunch Lady representative took care of the Holiday lunch, and Central School volunteers took care of the Pancake Lunch which took about 6 hours of effort on the part of Central School volunteers.
- Kernels Popcorn: Successful sales with one form which covered half the school year, for over \$1,000.00 in profit
- Macmillan's Favourites: Of the 420 forms sent home in February, 70 families participated with approximately \$1,200.00 funds raised.
- Dance-O-Rama: In planning stages, date to be determined, after Shrek and before EQAO (early May) when school gym is not so hot. Request for help from any parents with previous experience planning this type of event. Council may have a parent to sponsor the event reducing cost of carrying out this fundraiser (approximately \$950.00 in the past).

**Action: Member S. Mercuri will get Dance-O-Rama information from last year to the Fundraising Chair.**



**Action: Fundraising Chair O'Shaughnessy will provide further details on the Dance-O-Rama fundraiser at the next council meeting and email any updates between now and then.**

#### **4. Principal Report**

Principal Zeoli handed out a Principal/Vice-Principal Report with updates and comments:

- Le Carnaval Cultural Day, Concours d'art et d'oratoire: Vice-Principal Donato showed video with photos from the day. Next cultural celebration is the Poisson d'avril (April Fool's). Principal Zeoli shared the origins of this day date back to the year 1500 in France with the message "be kind."
- Grade One FI Registration: There are 72 students registered for 4 classes of which 30 are currently in SK at Central.
- Kindergarten Registration: There are 21 students registered for JK and no promise of Kindergarten classes being available at Central Public School after 2015-2016.
- Grade 8 Graduation: There are 80 grads who will have ceremony at Lakemount Church in Grimsby which is air-conditioned and large so no cap on amount of attendees. Dinner/dance/DJ will follow at Casablanca Winery Inn.
- Cashless School
- French Resources
- Online Donations
- Technology
- Health and Physical Education Curriculum: Health will be taught in French and parents should receive notice of curriculum by June 2015.

#### **5. Student Representative Report**

There was no Student Representative report.

#### **6. Parent Resource Centre (PRC) Committee Report**

- a) Member Cowan reported on resources being planned for the Central School Council Parent Resource Centre at Central Public School. A handout with details was provided to meeting attendees and agreement made at prior council meeting to spend PIC funds on purchases for the Parent Resource Centre. The following motion was proposed to continue to move forward with this initiative, as previously discussed where a formal motion/vote was not taken.

**Recommended motion for email vote due to no quorum at February 2015 council meeting:**

**"That the 2014-2015 PIC Grant funds be used to purchase books and learning resources for the Central School Council Parent Resource Centre promoting parent engagement."**

**Action: Chair Silversides will hold email vote prior to next council meeting.**

- b) Member Cowan reported on resources available from home. The Central School Council Parent Resource Centre Online, [www.cscprc.weebly.com](http://www.cscprc.weebly.com), is also being created. Due to the majority of students being bussed to the school, it is important to have online resources for parents that are not able to drop by the school. Resources available at the school will also be listed on this website.

**7. Playground Committee Report**

There was no Playground Committee Report.

**H. ADJOURNMENT**

The meeting adjourned at 9:00 p.m.

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**CYNTHIA SILVERSIDES, Chair**

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**SUE RAPIN, Secretary**