

**Runnymede Public School Council Meeting Minutes
Annual General Meeting
Wednesday Sept. 28, 2011**

Attendees: Jennifer Winter, Susan Armstrong, Allison Webb, Susan Rowley, J'bai Deschamps, Gary Karasiuk, Jennifer Shearn, Janet Williams, Colleen Younder, Charlene O'Connor, Shirley Suurdt, Suzanne Gordon, Chris Sheehan, Tricia McGovern, Sonia Whiteson, Jodi O'Brien, Peter Gorgeny, Carmen Cameron, Katherine Clark, Laurel Turchin, Karyn Stowe, Rose Summerby, Danielle Chandler, Leslie Fountain, Krista Wylie, Jerry Tiessen, Jason Thompson, Alice Bell, Jason Williamson, Andrew Violi, Natasha Martin, Sarah Frame, Nancy Bestic, Erin Carroll, Tara Bragg-Axon, Sheila Hepworth, Nora Irwin, Jennifer McLean, Tracey Stockley, Shannon Pritchard, Paul Greenhow, Jenn Myers, Joanne Stankiewicz, Tanyss Price, Joan Lash, Jacqueline Sustar, Pro Sarbadhikari, Katherine Spiwak, Kirsten Tenebaum, Margaret Ivanenko, Sharon Kelly, Denyse Pilkington, Lisa McCarney, YJ Oh, Ann Witalis, Brian Withnell, Jaccee Dallyn, Jason Witalis, Heather Jordan

Teachers: Anne Markee, Christine Dorcin

School Administration: Amelia Dennis

Regrets: Rob Hochberg, Michael Kanalec, Audrey Robinson, Slavko Eror, Suzanne Hamilton, Catherine Willson, Donna Mackay, Sarah Armstrong, Jay Armstrong, Anna MacDonald, Rob Dunford

OVERVIEW OF KEY DECISIONS, MOTIONS, ACTIONS & INFORMATION AT THIS MEETING

	<u>Action?</u>
<p>Information: <i>Facilities update:</i></p> <ul style="list-style-type: none"> • Runnymede field - after identifying poor soil as root cause of issue, the TDSB has completed the field using heavy-duty sod (fescue) intended for high-use fields. Students expected to have access to field in May 2012 – in interim, Administration is working to get the fences moved so that students will have access to track and climbing equipment. • Structural beams in the school – checked in late August/early Sept – no issues identified • Asphalt area in front of Door 3 Flooding – this issue was resolved within a couple of days and drain now works so no flooding should occur as long as regular maintenance of drain is completed (to clear out wood chips and leaves) 	
<p>Information: <i>School Realignment</i></p> <ul style="list-style-type: none"> • Many schools face large shifts in classes/teachers at the end of September to realign classes to “fit” with the final tally of students in the school. Due to proactive class planning, Runnymede was lucky to only have to move one student to a different class so no major realignment required. 	
<p>Information: <i>New Executive and Committee Chairs for 2011/2012</i> The following people were voted in as this year’s Executive Council: Co-Chairs: Jerry Tiessen & Andrew Violi Treasurer: Denyse Pilkington Secretary: Nancy Bestic Committee Liaison: Jenn Myers</p> <p>The following people will chair committees in 2011/2012</p>	

<p>Arts Committee: Erin Carroll & Alice Bell Centennial Committee: Marshall Leslie & Vangelia Nitsis</p> <p>Communications Committee: Jason Thompson Spirit Committee: Emma Castelhana, Heather Pegg, Krista Wylie Yard Committee: Sarah Frame</p> <p>The following people will serve as Runnymede's Ward 7 Reps for 2011/2012 Heather Jordan Gary Karasiuk</p>	
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1. Welcome, Introductions, Review Format of Meeting

Welcomed all in attendance.

Explained AGM process and election process.

2. Meet Your Neighbour

A brief meet your neighbor exercise.

3. Receive Previous Meeting's Minutes (May 18, 2011)

No discussion required.

Motion:

→ *Krista Wylie put forward the motion to accept the previous meeting minutes from May 18, 2011.*

→ *Seconded by Anne Markee*

Motion carried

4. Receive Correspondence

All correspondence had been distributed to appropriate committees. No Council correspondence of note.

Motion:

→ *Krista Wylie put forward the motion to accept correspondence.*

→ *Seconded by Sarah Frame*

Motion carried

5. Administration Report

Amelia Dennis, Principal reported on the following items:

a) EQAO

- Overall – very good results
- 10% dip in Grade 6 math scores at the school to 76%, which still exceeds expectations → and a dip in Grade 6 performance was noted across the board. School is investigating why this was at Runnymede.
- Results of testing is very detailed and provides opportunity for teachers at the school and across the family of schools to work together and with other TDSB Subject matter experts to inform teaching strategies and focus

- Individual scores were distributed mid September.
- Grade 3's in French immersion write the math portion of the EQAO test in French and do not write the writing/reading portion

b) Facilities

- A lot of activity at the school during September:
- Steel Beam Check:
 - TDSB checked steel beams in the building to ensure they were structurally sound (they were)
 - This required bricks being removed under all windows.
 - Work started later than expected and is almost complete –
 - No issues identified with building structure.
 - All heavy equipment is now removed.
- Field:
 - The Runnymede field is now reconstructed.
 - The job was delayed and they found they had to excavate an additional 12 inches to put in better soil - used heavy-duty sod (fescue) intended for high-use fields.
 - Baseball diamond now has new gravel.
 - By the end of May, students should be able to use the grass field again – which will give sufficient time for the sod to root.
 - Plan for fall is to move the fence and change to semi-permanent fencing – so that students may use track and climbing equipment.
 - Plan to use Colbeck yard at lunch time.
- Drain on the asphalt area outside of Door 3:
 - Due to heavy rain and a problem with drain, there was a huge water accumulation in late Sept.
 - Amelia made an emergency call with photo
 - A crew came out immediately and found leaves and wood chips blocking the drain. Recommendation to clean out on regular basis...

c) Realignment of Classes

- No big reorganization of classes was required after the first few weeks of school, which is great – only needed to move one child – who actually wanted the move.
- Numbers higher than usual in primary
- Projected at 1070 and we are at 1098

d) TDSB Volunteers

- Need volunteers to field test a parent survey – need 5 from each quadrant
- Need to go to 5050 Yonge Street
- Please see office if interested.

e) Cash Only policy

- Appreciate co-operation on sending in cash for smaller amounts requested.
- To follow proper tdsb procedures, there is a lot of administration required to handle cheques so dealing with cash for smaller amounts has saved a lot of time.
- Certainly for larger amounts, cheques are encouraged.

Michael Kanalec Vice-Principal, Senior School provided the following report (presented by Amelia Dennis):

a) High School Information Nights

- To ensure clear understanding of the expectations and procedure for entry into Secondary School, all parents of Grade 8 students and Grade 8 students are being invited to attend one of two information meetings:

1) Where: Carleton Village Public School
315 Osler St.; 416 393-1600
Wednesday, October 19, 2011 @ 6:45 p.m.

OR

2) Where: Parkdale Jr. & Sr. Public School
78 Seaforth Ave.; 416 393 1280
Tuesday, October 25, 2011 @ 6:45 p.m.

9. Committee Reports

a) Arts Committee – Alice Bell/Erin Carroll

This creative committee is focused on ensuring that equitable and varied, multi-disciplinary arts programming is brought to the students of Runnymede Public School.

During 2010 and 2011 the committee met 6 times and did the following:

- Designed and Implemented the JK-3 Arts Enrichment Program for all classes in JK-grade 3
- Worked with Spirit Committee to run the Spring Thaw Art Show & FUNdraiser
- Started to compile information on arts programs and grants available to schools and teachers
- Assisted yard committee with 'outdoor' art projects
- Assisted with art stations at yard days

In the 2011-2012 school year the committee will:

- Continue JK-3 Arts Enrichment Program
- Continue to explore arts programs and grants available
- Provide parent support to Drama, Strings, Band programs
- Continue to work with Yard Committee on exterior art-related projects

For information and/or to volunteer, please contact Alice Bell or Erin Carroll @ alicebell@sympatico.ca

b) Centennial Committee – Marshall Leslie

Runnymede Public School will mark its centennial on Monday, February 1st, 2016. The Centennial Committee was created to recognize the schools contribution to public education in the community, perform research on the school history, provide school staff with historical and archival material that will support curriculum objectives, and assist in planning the Centennial celebration.

During 2010 and 2011 the committee met three times and:

- sorted documents, photos, records and other materials in the possession of the school
- began scanning some of this collection
- assisted in the February 1st, 2011 re-enactment of the first day of school at Runnymede
- met with the Archives Advisor of the Archives Association of Ontario

In the 2011-2012 school year the committee will continue with these activities, as well as:

- implement the recommendations of the Archives Advisor
- develop a first-time request for financial support to School Council that is based upon the recommendations of the Archives Advisor, and other needs identified by the Centennial committee
- plan in consultation with other committees of Council
- begin to outreach to other parts of the community.

For information and/or to volunteer, please contact Marshall Leslie industrialarts@rogers.com or Vangelia Nitsis vangelia.nitsis@tdsb.on.ca and also:

- Join us at our next meeting at 7:00PM on Thursday, October 13th, in the school library
- On Facebook at: [Runnymede Public School Centennial Committee](#)
- On Twitter at: www.twitter.com/Runnymede100

c) Communications Committee – Jason Thompson/Jacqueline Sustar.

Focus of this committee is on welcoming new families and communicating with them throughout the year to ensure everyone is well informed.

During 2010 and 2011 the committee met four times and:

- Worked with Spirit Committee on Welcome Packages & JK Welcome Coffee
- Planned and Implemented JK Open House
- Planned and implemented a new Runnymede Council Website: www.runnymedecouncil.org

In the 2011-2012 school year the committee will continue with these activities, as well as:

- Work to implement the CEM program to encourage timely email communication with parents instead of paper

CEM Update – Jacqueline Rhee Sustar

- 46 homeroom teachers - no grade 8 classes have a CEM as yet...
- Using a google groups
- Trying to push 100% participation
- Gary Karasiuk has kindly stepped forward to help manage the technical aspect of this project

For information and/or to volunteer, please contact Jason Thompson at:

Jason.thompson@rogers.com

Next meeting: Join us at our next meeting at 8:00PM on Thursday, Oct. 6 at 8pm at the Dark Horse Pub on Bloor, south side, just east of Jane.

d) Spirit Committee – Krista Wylie

The Spirit Committee is focused on creating a sense of community within the school and on raising funds to be allocated by School Council to benefit as many students as possible at the

school – over the long term.

During 2010 and 2011 the committee met four times and:

- Raised over \$51,000
- Ran the following events/initiatives: Welcome Packages, Curriculum Night Bake Sale, T-shirt Sales, Pizza Lunches, QSP Magazine Drive, Gift Wrap Drive, Donation Envelopes, Dance-a-thon, Chapters Night, Spring Thaw Art Show & FUNdraiser, Pub Night/Silent Auction, Wrap-n-mat sales, Domino Pizza Dinners, Mabels Labels

Based on parent feedback obtained via a survey issued in Spring 2011, in the 2011-2012 school year the committee will:

- Continue to focus on building a sense of community at Runnymede School and streamline fundraising efforts
- Rely on a direct donation of a recommended \$50/child as the main fundraiser for this school year
- Continue to run events deemed “community builders” such as: Welcome Packages, Curriculum Night Bake Sale, T-Shirt Sales, Pizza Lunches, Chapters Night, the Dance portion of the Dance-a-thon (no pledges); Spring Thaw Art Show and FUNdraiser, Parent Pub Night/Silent Auction
- Run Mabels Labels and QSP Magazine as affiliations only – with no formal drive component (no pep rallies, prizes or large-scale catalog distribution)
- Cease the following fundraisers: Gift Wrap, Dance-a-thon pledges, Wrap-n-Mats Sales, Domino Pizza Dinners

For information and/or to volunteer, please contact Krista Wylie: emandkrista@sympatico.ca

e) Ward 7 Report – Rob Dunford

No report available.

f) Yard Committee Report – Sarah Frame

Thank you for attending Yard Day & thank you to Council for the support provided to continue to do the activities/initiatives led by Yard Committee. The Yard committee maintains and enhances much of our amazing school yard – everything from the basketball hoops and play structures to the Hillside Garden, stone amphitheatre, peace circle and outdoor art projects.

During 2010 and 2011 the committee met four times and:

- Kinder-Garden sensory garden – built about ½ last year
- Replanted Medicine Wheel Garden and re-fenced area
- Planted mums in September
- Advocated on behalf of parents to articulate how unacceptable the state of the field was and moved forward more quickly than otherwise
- Summer watering schedule
- 2 Yard Day events – maintain hillside garden, litter collection, erosion control is important – mulching pathways and building retaining walls
- Curriculum related activities
 - Printed a schoolyard resource guide last year and will be rolling out more this coming year
 - Acts of green stencils around the school

- Planted food garden
- Planted medicine wheel garden
- OISE student come to work with teachers interested in doing things outside and support green teacher
- Helps Runnymede achieve GOLD status on eco-schools

Green Teacher

Manages with administration

Worked with 14 classes from JK-Grade 6 – 350 students, 151 hours

All different from teachers who participated in previous year... detailed lesson plans created from those programs and will be added to resource guide to ongoing value – incredibly positive feedback from teachers

In the 2011-2012 school year the committee will continue with these activities, as well as:

- Continue to work on Kinder-garden to complete, including retaining wall to serve as seating
- Yard Days X 2
- Hillside garden
- More rolling out of ideas of encouraging teachers to use outdoor classrooms
- Work with arts committee to look at outdoor art

For information and/or to volunteer, please contact Sarah Frame at:

angus.sarah.frame@sympatico.ca

Jerry thanked all committees for the work completed during the 2010/2011 school year.

7. Traffic Light Discussion – MOTION: to support Heather Jordan to continue working on this issue

- There has been a concern about the safety of children crossing Runnymede. The Colbeck crosswalk is staffed by a crossing guard during peak hours (although NOT during kindergarten crossing times) and there is no crossing guard at the north cross walk near the church.
- NOTE: Crossing Guards are determined and paid for by the Police Department
- Heather talked with Councillor Doucette's office and triggered traffic study:
 - White lines are now on roads (think this may have been an oversight)
 - Police in division 11 have also been setting speed traps – during one recent speed trap, they pulled over XX cars in 30 minutes for speeding
- Heather is happy to continue to work on this issue but wants the support of the Council in order to move forward.

Discussion:

- What about having a crossing guard at the north crosswalk? And also having crossing guards on duty while kindergarten students are traveling to school
 - This is a money issue – the Police Department provide crossing guards
- Many cars are PASSING and not speeding... which poses another threat to child safety
 - Amelia Dennis offered to write a letter to Police Division 11 requesting action on this infraction

Motion:

→ *Suzanne Gordon put forward the motion that Council support Heather Jordan moving forward to work on this issue and bring forward to Council best options for a solution to improve child safety*

→ *Seconded by Andrew Violi*
Motion carried

8. Treasurer's Report

Bottom Line – finishing last year with surplus of \$12,000 (mostly due to Keg Win)

Chris Sheehan presented the following financial statements:

- Profit & Loss Statement for the Year Ended Aug. 31, 2011:
- Balance Sheet, Aug. 31, 2011

These are included for your viewing as separate attachments.

9. Gauge of Parent Priorities for Spending

Suzanne Gordon compiled the input provided by parents and has synthesized as follows:

Overwhelming majority requested a focus on Enrichment. Specifically, the request was to focus on academics, and even more specifically, on sciences and math. Many requested a particular program, which is noted - scientist in school. There was a strong voice for a push towards books and reading programs, a book refresh in both classroom and school library to address different reading levels and range of interests. Finally, there was also a clear, but small, voice for some variety in playground equipment and recess activities - lunch room bins for rainy days was a creative idea.

A total of 42 ballots were cast for Enrichment

Coming in a strong second place was Technology. There were 16 votes cast in favour of technology, with very clear and strong support for more computer access and more SMART Boards (although one ballot said "please no more SMART Boards").

There was a strong voice in support of kindergarten refresh. There were 9 votes in total. One interpretation would be that kindergarten parents voted for this item and it continues to attract their interest specifically. This result may justify a continued and separate focus on needs unique to kindergarten.

Other. 2 votes for an outside school sign. 1 vote for increased attention to how new grade 8 students are welcomed and integrated into the school.

10. MOTION: to dissolve current school council

Motion:

→ *Jerry Tiessen put forward the motion to dissolve 2010/2011 Council and Committees*

→ *Seconded by Denyse Pilkington*

Motion carried

Motion to adjourn – Jacqueline Sustar

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First School Council meeting
Wednesday Sept. 28, 2011

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Teachers: Anne Markee, Christine Dorcin

School Administration: Amelia Dennis

Regrets: Rob Hochberg, Michael Kanalec, Audrey Robinson, Slavko Eror, Suzanne Hamilton, Catherine Willson, Donna Mackay, Sarah Armstrong, Jay Armstrong, Anna MacDonald, Rob Dunford

1. Election of New Council Members

Motion:

→ Jerry Tiessen put forward the motion that Krista Wylie act as CRO for the elections since she is not eligible to return as secretary and is not running for any executive position.

→ Seconded by Sarah Frame

Motion carried

Motion:

→ Joan Lash put forward the motion to accept all parents who have signed the Nomination Form or Nomination Proxy Form as Council Members for 2011/2012.

→ Seconded by Erin Carroll

Motion carried

Proxy Nominations:

Jessica Bell

Catherine Willson

Basia Stec

Suzanne Hamilton

Donna Mackay

Anna MacDonald

Rob Dunford

Jay Armstrong

Sarah Armstrong

Slavko Eror

Audrey Robinson

2. Election of Executive Members

Chair or Co-Chair(s) → will be responsible for conducting all Council meetings; will report annually to the school community; will be an ad hoc member of all Council committees; and will perform all other duties required of the office. Can attend Ward 7

Jerry Tiessen has expressed interest in returning this year for a second year and Andrew Violi has expressed interest in co-chair – anyone else?

Motion:

→ *Krista Wylie put forward the motion that Jerry Tiessen and Andrew Violi be elected as Co-Chairs*

→ *Seconded by Sarah Frame*

Motion carried

Secretary → will keep minutes of Council meetings; have charge of all correspondence of the Executive and the Council; and be responsible for notices of all Council meetings.

Nancy Bestic has expressed interest in taking on the role of Secretary – anyone else?

→ *Krista Wylie put forward the motion that Nancy Bestic be elected as Secretary*

→ *Seconded by Alice Bell*

Motion carried

Treasurer → will have overall responsibility for: a) Handling of the monies collected and held by or on behalf of the Council; b) Keeping of accurate records of all income and expenditures; c) Payment of all accounts as authorized or hereinafter set out; d) Investment of funds, not required for day-to-day operations, in recognized Canada Deposit Insurance Corporation insured instruments. e) Soliciting requests for expenditures from Council members and prepare a proposed list of annual expenditures for Council approval. f) Reporting an up-dated Treasurer's report at each general meeting. g) Preparation of annual financial report; and the preparation of the annual budget.

Denyse Pilkington has expressed interest in taking on the role of Treasurer – anyone else?

→ *Krista Wylie put forward the motion that Denyse Pilkington be elected as Treasurer*

→ *Seconded by Nancy Bestic*

Motion carried

Committee Liaison → will facilitate and ensure communication between Committees of Council and the Council itself.

Jenn Myers volunteered for this position.

→ *Krista Wylie put forward the motion that Jenn Myers be elected as Committee liaison*

→ *Seconded by Joan Lash*

Motion carried

Ward 7 Council Rep □

Schools in our ward (Ward 7) are invited to send a representative and an alternate to Ward 7 Councils, which are convened regularly by our trustee, Irene Atkinson, our elected representative on the Board. Present at these Council meetings are parent reps, principals, TDSB superintendents and other interested parties. □□ Our trustee represents the interests of Ward 7 schools in the decision-making processes of the TDSB, and so, at Ward 7 Council meetings, Trustee Atkinson seeks input concerning matters coming before the Board. Runnymede's representative on this Council will bring the matter in question to the School Council for discussion and direction. □□

Heather Jordan has expressed interest in becoming a Ward 7 Rep this year... anyone else? Gary Karasiuk kindly also volunteered.

Motion:

→ *Krista Wylie put forward the motion to elect Gary Karasiuk and Heather Jordan as our Ward 7 Reps*

→ *Seconded by Jacqueline Sustar*

Motion carried

3. Striking of 2011/2012 Committees

Motion:

→ *Krista Wylie put forward the motion to strike the following committees for 2011/2012 – Arts Enrichment Committee, Centennial Committee, Communications Committee, Spirit Committee, Yard Committee*

→ *Seconded by Jerry Tiessen*

Motion carried

4. TD Friend of the Environment Contest – Natasha Martin

Parent presented an Art Contest for students from grades 1-8 where the winning artist wins a \$7500 grant for their school.

Posters to Rob

Deadline is Oct. 14th

TD.com – find info

Sarah/Alice to work with Natasha on spreading the word to Runnymede students to participate.

Proposed Future Meeting Dates

Thursday Oct. 27 – 7:30-9:00 pm – BUDGET

Tuesday Nov. 29, 7-9

Wed. Jan. 25, 7-9

Thurs. Mar 22 – 7-9

Tues May 22, 7-9

Motion to Adjourn – Krista Wylie