

# Franklin Road School Council Meeting Minutes

Monday, September 26, 2016

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Attendance: Emily Coe, Justine Marquis, Sue Neville (Principal), Jamie Farrugia, Rachel Smith, Meaghan Ollman, Amber Wilson, Elaine Dagg, Chang Choi, Niki McGowan (Teacher Rep), Janeen Schaeffer, Mike Martin, Kathy Long (minutes)

## 1. Greetings/Call to Order – Janeen Schaeffer

- Minutes from May 30, 2016 meeting approved
- Introductions made around the table
- Election held –Janeen Schaeffer and Elaine Dagg elected Co-chairs, Kathy Long elected Secretary

## 2. Principal's Report – Sue Neville

- Sue presented the attached report
- Asked for new volunteer for Kindergarten Milk Program as Justine will not have the time to volunteer anymore and the other volunteer has moved.

## 3. Teacher's Report – Niki McGowan

- Senior Girls 3-pitch tournament is on Wednesday
- Cross Country to start soon
- Shoes to Fit Drive
- Canned Food Drive will be starting
- Terry Fox Run –pies in the face to 3 lucky staff have been promised if \$2000 or more can be raised
- Discussed if Poinsettia sale could have an early delivery date for the 1<sup>st</sup> week of December

## 4. Fundraising – Janeen Schaeffer

- Catalogue fundraiser to start next week, runs through Thanksgiving, youngest sibling will get package, Kathy Long will help with this
- Chocolate Bar fundraiser booked for March, will need volunteers to help with this
- Will start Sub Days and/or Pita Pit lunches, Kathy Long will discuss and arrange this with Linda in the office

## 4. New Business

- Janeen passed on that our Trustee, Dawn Danko, has requested the email address of anyone interested in receiving information from her, Kathy Long will forward Dawn Danko's email to everyone
- Discussed concern over low math EQOA scores, Susan still needs to look into the detailed report to determine needs and next steps; the School Board is also reviewing the results.
- Confirmed dates for the remaining school year meetings: Oct 24<sup>th</sup>, Nov 21<sup>st</sup>, skip Dec, Jan 23<sup>rd</sup>, Feb 27<sup>th</sup>, skip Mar, Apr 10<sup>th</sup> and May 29<sup>th</sup>
- Agreed to change meeting start time to 6:15 p.m.

## Franklin Road Parent Council Meeting – September 26, 2016 6PM

### Principal's Report

**Elections** - An election of parent members of a school council shall be held during the first 30 days of each school year, on a date that is fixed by the chair or co-chairs of the school council after consulting with the principal of the school. O. Reg. 612/00, s. 4 (4).

The elections of members of school councils referred to in paragraph 3, paragraph 4 and subparagraph 5 ii of subsection 3 (1) shall be held during the first 30 days of each school year. O. Reg. 612/00, s. 5 (1).

**Officers:** 8 (1) A school council shall have a chair or, if the by-laws of the council so provide, two co-chairs. O. Reg. 612/00, s. 8 (1).

2 A chair or co-chair of a school council must be a parent member of the council, and shall be elected by the members of the council. O. Reg. 612/00, s. 8 (2).

3 A person who is employed by the board that established the council cannot be the chair or co-chair of the council. O. Reg. 612/00, s. 8 (3).

4 A school council may have such other officers as are provided for in the by-laws of the council. O. Reg. 612/00, s. 8 (4).

5 Subject to subsections (2) and (3), vacancies in the office of chair, co-chair or any other officer of a school council shall be filled in accordance with the by-laws of the council. O. Reg. 612/00, s. 8 (5).

12 (1) A school council shall meet at least four times during the school year. O. Reg. 612/00, s. 12 (1).

2 A school council shall meet within the first 35 days of the school year, after the elections held under sections 4 and 5, on a date fixed by the principal of the school. O. Reg. 612/00, s. 12 (2).

3 A meeting of a school council cannot be held unless,

(a) a majority of the current members of the council are present at the meeting; and

(b) a majority of the members of the council who are present at the meeting are parent members. O. Reg. 612/00, s. 12 (3).

4 All meetings of a school council shall be open to the public. O. Reg. 612/00, s. 12 (4).

5 A school council is entitled to hold its meetings at the school. O. Reg. 612/00, s. 12 (5).

6 All meetings of a school council shall be held at a location that is accessible to the public. O. Reg. 612/00, s. 12 (6).

7 The principal of a school shall, on behalf of the school council, give written notice of the dates, times and locations of the meetings of the council to every parent of a pupil who, on the date the notice is given, is enrolled in the school. O. Reg. 612/00, s. 12 (7).

**Meet the Teacher** - 4:30 to 6pm – October 5<sup>th</sup> 3 food trucks will be here, Greek, Poutine and hotdogs, and Hewitt's ice cream.

**Today's Family Daycare** – 3 full classes with waiting list

**Volunteers** – letter being sent to present volunteers with declaration. Vulnerable sector screening must be renewed every 3 years.

**Milk/Nutrition** – aiming for first week of October. Have ordered food for first snack day. NEED volunteers for Milk program for FDK.

**Pizza** – looking for new provider. Hope to start beginning of October.

**Reorganization** – Total school enrollment of 500 as of September 26<sup>th</sup> (projected at 451)

- One new JKSK ELP class with 28 students with ECE – brings other classes down to 28
- One new Grade 4/5 class and movement of some students in Primary grades to meet Provincial class size regulations. Grade 1-3 classes are now at 20 or below (except for exempted grade 2 class at 22) and grade 4 – 5 class are 22 or lower.
- New 0.4 allocation for Prep coverage and 0.2 allocation for additional french

Brings total staff to 21 classrooms and 28.5 Teachers, 4 ECE, 5.5 Educational Assistants  
**EQAO**

Grade 3 - Reading 49%(72) Writing 64%(74) Math 44%(63)

Grade 6 - Reading 70%(81) Writing 62%(80) Math 28%(50)

**Character Assemblies** – October 27th at 2pm RESPECT. Hosted by Grade 3/4

**Progress Reports** – Will be sent Home November 18th

**Terry Fox** – Kick off this afternoon, date October 6th

**Construction:**

Project scope includes the following;

- New 3 room daycare addition including administration and food preparation spaces as well as a dedicated outdoor play area for the daycare. The new daycare space will operate independently from the school.
- New gym addition including reworked gym storage and admin spaces.
- Repurpose existing gym and convert into the new learning commons
- Convert existing learning commons into two new classrooms.

The following is an updated anticipated timeline for Franklin Road (July 2016);

Apr 15, 2016 – Submit for SPA (based on timeline given from Architect to compile submission)

Aug 05, 2016 – Receive SPA (based on 16 wk. review process, at the moment we are experiencing closer to 52 wks.)

Aug 08, 2016 – Apply for building permit : behind

Sep 02, 2016 – Comments from City (20-day Period) - behind

Sep 15, 2016 – Response to City Comments, Issuance of permit (10 days)

Sep 22, 2016 – Anticipated Start of Tender - behind

Oct 13, 2016 – Tender Closing Date (Thursday October 13, 2016 @ 2:00pm) - behind

Oct 17, 2016 – Anticipated Construction Start (week of October 17, 2016)

Mar 31, 2017 – Anticipated Occupancy (based on 26 wk. timeline with landscaping)

May 2017 – to complete asphalt paving and remaining landscaping

It is important to note that these dates are based on the timely approval by the municipal site plan department and building department. We will continue to provide you with updates during the site plan process.

Also, Capital will be installing a new school ground sign in the coming months – Done 😊