



# **North Addington Education Centre**



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NAEC Parent Advisory Council (PAC) Meeting  
Monday November 19, 2018 @ 6:30pm  
NAEC Staff Room

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## **Meeting Agenda**

- 1. Call Meeting to Order**
- 2. Welcome and Introductions**
- 3. Approval of the Agenda**
- 4. Adoption of the Minutes**
  - a) Minutes of a Regular Council Meeting Dated September 25, 2018
- 5. Delegation**
  - a) Northbrook Lions Club Member, Terry Woods.
- 6. Business Arising from Previous Minutes**
  - a) Playground Equipment re: Installation Update;
  - b) Overhead Projectors;
  - c) Potential new location for the sale of Nevada Tickets;
  - d) Re-fillable swipe cards for Cafeteria;
  - e) Microwaves;
  - f) Mrs. Snider – Request for support re: Monetary Donation for Awards for Good Behaviour;
  - g) Mr. Goodfellow – Request for Support re: Items for new Secondary Student Lounge;
  - h) Mrs. Sproule – Request for Support re: Sanitary Supplies for Students.
- 7. Student Council Report**
  - a) Elementary
  - b) Secondary
- 8. New Business:**
  - **Elementary Teacher Representative**
  
  - **Secondary Teacher Representative**



# **North Addington Education Centre**



- **Parent Council**
  - PAC Support in purchasing display items for the CAVE;
  - PAC Members Report regarding the Staff Meeting;
  - Elected Members of a PAC;
  - Minutes from PAC Meetings re: template and posting on Website and Social Media;
  - PAC By-law 01-98 (separate attachment);
  - Schedule 'A' and 'B' to the By-law (separate attachment).
  
- **Treasurer's Report**
  - General Account
  - Nevada Account
  
- **Principal's Report**

## **9. Sub-Committee - Fundraising Report**

- a) Report from September to December 2018 (attached);
  - Request to Council re: Festival of Trees.

## **10. Round Table Discussion**

- a) Public
- b) Parent Council
- c) Administration

## **11. Date of Next Meeting**

January 21, 2019 @ 6:30 Staff Room

## **12. Meeting Adjourned**

## **NAEC-School Advisory Council Meeting Minutes**

September 25, 2018 at 6:30pm in Cafeteria

### **1.Call to Order-6:35**

#### **2.Welcome and Introductions**-Meeting the New Principal, James Bonham-Carter

Present: Joel Hasler, Sara Brown, Tara Mieske, Alicia Morrow, Suchada McGovern, Sarah Wood, Ellen Snider, Stacey Hook, Rob Heyman (Treasurer), Tiffany Saddler, Chelsea Robson (Co-Chair), Amanda Mousseau, Michelle Alcock, Josh Goodfellow, James Bontam-Carter, Sonia McLuckie (Co-Chair), Amanda Miles (Secretary)

#### **3.Election and Fundraising Sub-Committee**

Agreed that 50% of votes to be able to accept result.

If more than one nominee, elimination for lowest %

\*Due to typing error, there will be two co-chairs and no vice chair.

#### **Voting Results:**

*Chair*- Sonia McLuckie (accepted)

*Co-Chair*-Chelsea Robson (accepted)

*Treasurer*-Rob Heyman (accepted)

*Secretary*-Amanda Miles (accepted)

#### **Sworn in Voting Members:**

Michelle Alcock, Kim Brown, Sara Brown, Shannon Coombs, Stacey Hook, Angel Lyons, Suchada McGovern-Lahsen, Tara Mieske, Alicia Morrow, Amanda Mousseau, Tiffany Saddler, Ellen Snider, Erin Warlich, Sarah Wood.

Forms to be send out to Secondary Students for parents to become Voting Members.

Motioned by Amanda Mousseau

Seconded by Tara Mieske

All in Favour

Self-Nomination of Michelle Alcock for Leader of Fundraising Committee.

All in Favour

October 1, 2018 at 6:30 pm in Library for first F.C Meeting.

#### **4.Approval of Agenda and Adoption of Minutes**

Motioned by Rob Heyman

Seconded by Michelle Alcock

All in Favour

Noted\*\*Correction on Previous Minutes of Date and Present Member missing.

#### **5.Business Arising from Previous Minutes:**

-Yearend report submitted and \$500.00 will be mailed

-50 Pinnies purchased (\$1165.03)

-Playground Equipment has been purchased. "Hoping" to have it installed before snow.

-Overhead projectors to go to 2 Kinder rooms & 7/8 Class \*What can go in if the classrooms cannot take the newer projectors?

-Funding for Playground Equipment, if needed; School coming in under budget of North Frontenac's \$65,000.

**6.Student Council Report**-Joel Hasler

- Jr/Sr Volleyball has started and playing in 2 tournaments
- New Uniforms have been purchased
- Trip to Loyalist College
- WHMIS & Working at Heights offered and students participated in
- Heavy Equipment Simulators Trip
- Girls Baseball Tournament

**7.New Business**

- KFL&A to donate funds for new equipment
- New location for the sale of Nevada tickets (Rob to apply in North Frontenac)  
Motioned by Rob Heyman  
Seconded by Alicia Morrow  
All in Favour
- Refillable swipe cards for cafeteria; James to inquire through Brown's
- Microwaves back in cafeteria for students; James taking request to staff
- Primary/Secondary Late Bus Run; James has taken initiative to provide late buses for students
- PAC Involvement; Welcome to join staff meetings; to take place the first Monday of the month

**8.Treasurer's Report:**

General Account: \$18080.96

Nevada Account: \$3913.66

Remove Angela Salmond's name from Signing Authority on cheques and add James Bonham-Carter for School Advisory Council General Account.

Motioned by Sarah Wood

Seconded by Michelle Alcock

All in Favour

Donation towards Open House BBQ

Motioned by Amanda Mousseau

Seconded by Michelle Alcock

All in Favour

-Rob just reminding members that he needs original invoices/receipts when making purchases this year

**9.Administration Report:**

- Construction underway; Noted that Occupancy Permit not given til the Thursday before school began
- New Sprinkler System being installed (hopefully by October)
- Construction hoping to be completed by Christmas
- Wants to improve communication
  - updated website
  - moving towards paperless
  - using LDSB App

- NAEC on Twitter
- New System in place for staff called Communicate
- Quote for Sign and Electronic Sign out front
- Raising the Bar for Bad Behaviour
- Moved Smoking Section (Still a Work in Progress)

Reminder to pay for half the cost of agendas; \$485.20 in total

Motioned by Stacey Hook

Seconded by Ellen Snider

All in Favour

**New Business-Josh Goodfellow**

-Created Hang Out Space for students; including a Hot Chocolate/Coffee Bar; Creating a Mindfulness and Movement Room; Also Mental Health First Aid Kits (Ready for Thursday); Forming a Wellness Committee; Trying to bring in speaker for mental health; Starting a Parent Lending Library for Mental Health

**Round Table Discussion:**

Sara Brown brought forwards some points she has discovered in trying to bring Glucagon Administration Training into school for her son with Type 1 Diabetes. 1 staff for 47 students is not enough to provide adequate monitoring of every student at lunch break. No one to administer sons medication for possible hypoglycemia.

**Next Meeting Date(s):** November, 19, 2018 at 6:30pm  
January 21, 2018 at 6:30pm  
March 18, 2018 at 6:30pm  
May 13, 2018 at 6:30pm

Max \$300 towards candy for Halloween

Motioned by Tiffany Saddler

Seconded by Ellen Snider

All in Favour

**Meeting adjourned**

Motioned by Amanda Mousseau

Seconded by Michelle Alcock

All in Favour

Teri Woods <tlwoods0@hotmail.com>

Mon 10/15/2018, 10:19 AM

You

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Good Morning.

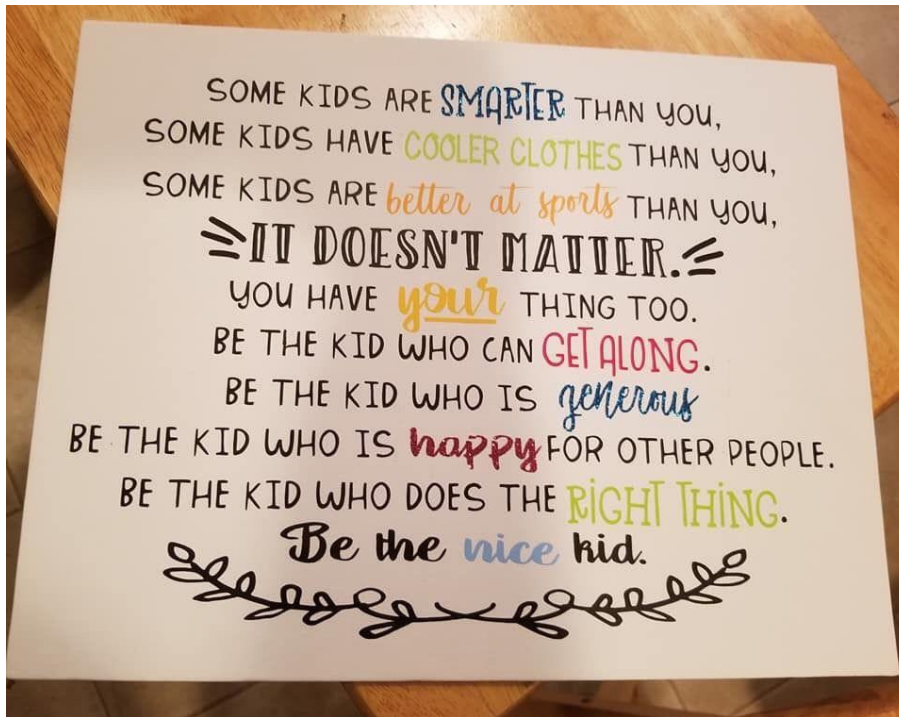
I have been asked by the Land O Lake Lions Club to email Parent Council regarding a spot on the upcoming meetings agenda. If possible the Lions would like to be added to the top of the agenda (first to speak on new business) to discuss a few different things. The Lions club is eager to take on partnership with the school and this is the perfect opportunity for that to start.

If you can provide me with the next meeting date, I will pass on the information to our club.

Thank You

Teri.

**From:** Snider, Robin <sniderr@limestone.on.ca>  
**Sent:** Wednesday, September 12, 2018 1:49 PM  
**To:** NAEC Parent Council  
**Subject:** Character Education Program!



Hello everyone!

So I have given some more thought to the Character Education Program and this is what I am presently leaning towards although I do have to have a meeting with the other teachers to confirm. Every month, each classroom teacher will deliver Character Education lessons and activities based on the specific character goal for that month (eg. empathy, tolerance, patience, kindness, etc.). At the end of the month, each classroom teacher will recognize two students from their class who exhibited this character trait throughout the month. I would like to be able to award each student with a medal engraved with the character trait that they displayed. More on this later! Then, these students can be acknowledged in their classroom by their teacher and their peers at the end of the month. I thought about a whole school assembly each month but we have tried that in the past and sometimes scheduling can become difficult. I will take pictures of these students and display them in one of the two glass cases that I have reserved in the foyer that way everyone will see them as they pass by. In the other case I would like to order a banner from Vista Print that we can reuse year after year. Please see the attached picture! I love it! This is where your financial help comes in. The banner is approximately \$45 plus tax. The Character Education resources I can order from Teachers Pay Teachers and they will be about \$25. I will be getting a program that covers grades JK-4 and another one that covers 5-8. I have searched high and low for a descent cost of medals and I believe I have found one in Nova Scotia. Each medal would cost approximately \$2.85 plus tax and shipping but if I can organize the whole year then we can save on shipping costs. This adds up pretty quickly since it

would be 18 medals per month times the remaining 9 months of school. We are looking at about \$462 before taxes and shipping. If this is too much, we can lower the medal count to one student per class per month and that would cut our medal cost in half. Please let me know what you think.

Hopefully, this information will be enough to allow you to decide on what Parent Council can contribute. Anything would be appreciated. 😊

Robin



**From:** Sproule, Sarah, M. <sproulesar@limestone.on.ca>  
**Sent:** Friday, November 9, 2018 2:04 PM  
**To:** NAEC Parent Council  
**Subject:** Request of support

Hello!

I am trying to put together care packages (mostly hygiene products) for students in grade 7 - 12 for Christmas. I have contacted NUMEROUS companies such as P and G, Dentyne, Jump Start, etc. etc. and have not recieved any support so far. I was wondering if parent council would be willing to donate money toward this. I am hoping to do it for Christmas as sometimes our older kids get forgotten. The things I'm looking to buy are tampons, pads, shampoo, perfume, deodorant, creams, mints, etc.

Thanks for considering this.

Sarah Sproule

## Fundraising Committee Report to Parent Council November 2018

On October 16, 2018 the fundraising committee submitted a request for approval of the following ideas as well as the outcome and new ideas.

Meat Stick Fundraiser- This fundraiser did not take place as we were not able to get all arrangements made with butcher shop in order to proceed in the time frame we had planned. We have kept this fundraiser on a list of ideas for the 2019/2020 school year.

Paint Night- This event has been postponed as the organizer and the artist felt that we might not have a good turn out with the planned date of November 23, 2018 being too close to the Holiday Season.

The Christmas Gift Shop – This event will take place December 12-14, 2018. The cost to run this event for the children is ~\$2500-\$3000. This event is not very profitable, more a service/event for the children. The large percentage of the gifts will come from The Holiday Gift Shop, which we have used previous years. The Holiday Gift shop only invoices us for the products we sell at the shop, therefore there is no upfront cost of this event. Once the invoice is received for the products sold we must have a cheque in the mail to them by the start of the School Christmas holidays. We also have a few community members donating handmade and customized ornaments, handmade Christmas cards, handmade book marks, new jewelry, decals and a few other items that will sell in the \$.25-\$2 price range. The following items are still needed for the gift shop pending approval:

- Gifts for newborn-age 3
- Float request (lots of small change, \$1, \$2 & \$5) & cash register- location of one from previous years
- Have Santa come in one day of the sale and have photo's taken with the kids.
- Ask Miss. Ohlke if the photography class would like to take the pictures or have another local photographer come in.
- Approval to set up night before, December 11, 2018

Festival of Trees- To be done along with the School Christmas Concert (Need date & time)

This will be a donation-based fundraiser from local businesses and families. We are requesting \$200 from PAC to purchase and decorate a Tree for this fundraiser which can either be a donation or can then be reimbursed after the fundraiser. We would also like approval to purchase ballot boxes that we expect will cost ~\$50 which will be able to be

used year after year. A Float consisting mainly of \$10, \$5, \$2 and \$1 will be required for this event.

Vendor/Mom-to-Mom sale: Mid March 2019 (exact date TBD)

This event will be something new to our area. This event will allow home based businesses, crafters and community groups an opportunity to showcase their items and talent. The vendors will be charged a set "table" price to participate. In addition to the vendors we will have a Mom-to-Mom sale where people will be able to sell their gently used children's items that we will then get a percentage of their sales. We would like to host this event in the school and depending on number of vendors and items we have to sell will depend on how much space we will require. We will have more details on this event after our next fundraising meeting.

Annual Fun Fair- Thursday May 16, 2019

Donation Letters will start going out in December to ensure that have equal change of fitting into business' donation budgets for the fiscal year. We will be looking to book the bouncers used previous years in early January 2019. We are also looking into some new attractions. More information to come on this event.

Next Fundraising Meeting: December 3, 2018 @ NAEC in the Lower Library 6:30pm