



North Addington Education Centre



NAEC Parent Advisory Council (PAC) Meeting Minutes
Monday November 19, 2018

PRESENT: Mr. James Bonham-Carter (Principal), Rob Heyman (Treasurer), Sonia McLuckie (Chair), Joel Hasler (Secondary Rep), Rachel Cummings (Student Rep, Secondary) and Sheena Horton (Community Rep).

MEMBERS PRESENT: Colleen Lavergne, Amanda Mousseau, Tara Mieske, Sue McGovern, Tiffany Saddler and Michelle Alcock.

REGRETS: Amanda Miles (Secretary) and Chelsea Robson (Co-Chair).

1. Call Meeting to Order

Meeting called to order by the Chair at 6:32 p.m.

2. Welcome and Introductions

3. Approval of the Agenda

Motion, Tara Mieske

Seconded by, Amanda Mousseau

4. Adoption of the Minutes

Minutes were adopted and carried. Motioned by Amanda Mousseau, Seconded by Rob Heyman, all members in favor.

5. Delegation

Northbrook Lions Club Members, Kerry Skipper (President) and Terry Woods.

Council thanked them for their time and for sharing their information as to what they can do for our school and who they are as a not-for-profit organization in our community.

6. Business Arising from Previous Minutes

a) Playground Equipment re: Installation Update

The playground equipment is scheduled to be installed on Wednesday November 21, 2018. More news to follow regarding a ribbon cutting ceremony.

b) Overhead Projectors

Parent Council had purchased 3 new Interactive Projectors last spring and they have now been installed in the Kindergarten rooms as well as the grade 1 room.

The students and the teachers are already making good use of them.

c) Potential new location for the sale of Nevada Tickets

Treasurer, Rob Heyman approached one of the owners of the Cloyne Shell to inquire if they would be interested in allowing the school to have a licence to sell Nevada Lottery Tickets.

The owner's response was that they were not ready to hold the Nevada Tickets at this time, but that we can come back at a later time to inquire.

d) Re-fillable swipe cards for Cafeteria

Principal, Mr. Bonham-Carter spoke with representative from Brown's who concerning the installation of re-fillable cards however they currently don't have a system in place with this option and they also commented that our sales are too low to implement them.

There may be a different way to pre-pay at the cafeteria and will continue to research other options.

e) Microwaves

Due to safety precautions, microwaves will not return to the cafeteria.

f) Mrs. Snider – Request for support re: Monetary Donation for Awards for Good Behaviour

This program is specific to elementary students. The aspect of this program is to honor those in the classes for their good behaviour.

This is still in the works, as all staff will have to be on board to make it a successful program. If the costs to run the program can be resolved and all staff are on board, there will be an invitation going out to the secondary students to get involved with helping to run the program.

g) Mr. Goodfellow – Request for Support re: Items for new Secondary Student Lounge

The new space for Mr. Goodfellow is almost complete. This new space is welcome to the secondary students for tea and coffee but most of all it is geared for a place where the students can go when they need a break for themselves. This room is a mindfulness room

and can be used in a number of various ways and is supervised at all times.

Mr. Bonham-Carter's goal is to turn the old foyer by the old gym into a student lounge to give secondary students an option for a place to hang out.

Treasurer, Rob Heyman asked if there was anything specific needed for this new space such as a Ping-Pong Table or a Foosball Table and Mr. Bonham-Carter replied that as long as what is placed in the space is safe, he has no issues, there will also be stand-up table with bar stools for the students and Mr. Hasler suggested installing charging stations as well.

h) Mrs. Sproule – Request for Support re: Sanitary Supplies for Students

Council has agreed to accept Mrs. Sproule's request for support with a donation of \$1,000.00 to put towards her initiative to give to the students from grades 7 to 12. The motion was brought forward by Tara Mieske and Seconded by Sue McGovern. Member, Colleen Lavergne commented that it's a great initiative to reach out to the high school side of the school.

7. Student Council Report

a) Elementary

None

b) Secondary

Rachel Cummings spoke on behalf of the Secondary Student Council:

- Frisky Friday was a great success, had a great turn-out compared to other years with very competitive teams;
- Halloween Dance was not as successful as they had hoped due to lack of attendance;
- Christmas Formal will be held at the Flinton Community Center on December 7, 2018;
- Kingston Frontenac's game coming up for grades 4 to 12.

8. New Business:

a) Elementary Teacher Representative

None

b) Secondary Teacher Representative

Mr. Hasler spoke on behalf of the Secondary Teachers and Students:

- Future Volleyball Program – Starting in January 2019 for students in the elementary sector from Kindergarten to Grade 4. This will teach them at a young age about the game and movement that is involved. Hoping to have the Secondary Students will come out and run the program;

- There will be a safety course coming up for those interested in running a Chainsaw;
- Loyalist College will be performing a Justice Study;
- A presentation was held with an Addiction Specialist who spoke about her personal storey on being pregnant at 16 years old and how she managed to make it through. The students were really touched and amazed by her storey;
- Grade 10 Tech Class has been very busy, they had a cardboard boat race, remodeled the old rink shack and also moved a shed into the Kinder area to store their outdoor toys and equipment;
- Woman in Trade happened, and they had a really good turnout;
- Ms. Ohlke's Graphic's computer class was given a great donation from Stackpole, 3D printers and much more. The printers allow the students to create pictures on laptops, specially purchased by Ms. Ohlke herself for the students, and lets the student do virtual sculpting then they can print it out. One of the Grade 10 students' projects was loved so much by sharing on the school Twitter account, that the Toronto School Board ordered the project to be used as a gift.
- Mrs. Hasler will be doing the Beaver Logical Program with the University of Waterloo;
- Mrs. Dunphy just came back from a week spent at the Parliament Buildings in Ottawa.

c) Parent Council

i. **PAC Support in purchasing display items for the CAVE**

Mr. Bonham-Carter suggested that he would speak to Mrs. Hasler concerning supplies for the CAVE.

ii. **PAC Members Report regarding the Staff Meeting**

Updated the staff about what Fundraising was going to take place over the year and let them know that we are for the whole school and would like to be more involved with Secondary Students. Over all it was really good feedback.

iii. **Elected Members of a PAC**

Mr. Bonham-Carter explained that when an Executive on a Council is/or becomes employed by a School Board that they cannot hold the position and would be asked to step down should this happen.

iv. **Minutes from PAC Meetings re: template and posting on Website and Social Media**

The request to put the School Council Agenda's and Minute's on the Parent Council Facebook page was approved by Mr. Bonham-Carter. The comment was that if it was posted on the school website, which is Public, then it would be fine to post on the Parent Council Facebook page.

v. PAC By-law 01-98 (separate attachment)

Member, Tara Mieske commented that parts of the draft by-law did not match with the way the Election was held. Mr. Bonham-Carter and Chair, Sonia McLuckie commented that this was the first election held in quite some time, so there were apt to be some hiccups and the discrepancy is between the wording used. The nomination forms stated Co-Chair, whereas they should have read Chair as there is a difference between the two.

Mr. Bonham-Carter suggested that a By-law committee be formed to look over the draft by-law and make recommendations to be brought forward at a future Special Council Meeting.

Member, Tara Mieske made the motion to create a by-law sub-committee and was seconded by Member, Michelle Alcock.

Member, Tara Mieske accepted to be the head of the committee and three others agreed to join, members Amanda Mousseau, Colleen Lavergne and Tiffany Saddler.

vi. Schedule 'A' and 'B' to the By-law (separate attachment)

See 8v) for information.

d) Treasurer's Report

The Pinnies that were purchased in later summer were worn for the first time at the Cross-Country Run this past September, the students presented the school well. The purchase was for 50 brand new pinnies with a cost of \$1,165.00, which was paid for by Parent Council.

Expenses to Parent Council since September 2018 went towards the school open house BBQ, Breakfast Surprise for the Staff, payment towards ½ of the Elementary Agendas as well as the Halloween Treat Bags.

- General Account
 - \$17,055.12
- Nevada Account
 - \$3,908.16

e) Principal's Report

Mr. Bonham-Carter commented that he is extremely happy with his first couple of months at North Addington Education Centre, especially with the teachers and the students. His commitment to the school is to be open and transparent to the staff.

What has transpired so far:

- School sign has had a facelift and now looks bright and inviting;
- Elementary Playground equipment is scheduled to go in this week;
- The school learning plan consists of:
 - Increasing Academic Performance;
 - Changing the School Climate;
 - Help define the stamina to work harder;
 - Will show where students have gaps in their learning
 - Systematically will try to fill these gaps.
 - Literacy focus for Secondary
 - Writing,
 - Writing Stamina.

Communications

- School website has come a long way and are doing their best to keep it current;
- If parents aren't using the Social Media accounts available to them, they may not be in the no of what is happening as they are trying to become paperless;
- Member, Amanda Mousseau commented that the school twitter account would be good linked to the Parent Council Facebook page;
- A new system will soon be rolling into our school in regard to the Limestone School Board and having an online tool that will be used to report a child's absence.
- The tobacco enforcement officer visited the school and spoke with the students regarding the introduction to legalizing Marijuana;
- This Friday the students are encouraged to wear pink to show their support against bullying, as another goal is to make this school a non-bullying school;
- Presented the Council with a wish list given by the staff. Chair, Sonia McLuckie suggested that this be deferred to the end of the meeting. Motion put forward by Member, Tara Mieske and seconded by Member, Sue McGovern.

9. Sub-Committee - Fundraising Report

- a) Report from September to December 2018 (attached)
 - Had events chosen such as a meat stick fundraiser and a paint night however both fell through due to being too close to the holiday season;
 - Annual Christmas Gift Shop will be held on December 12th to the 14th. The event will be run using the Holiday Gift Shop Merchandise as well there will be some donated hand-crafted items. Will work towards other items to fill the gaps. Parent Council agreed to put \$2,500.00 towards items for

purchase for the sale. Motion by Secondary Representative, Mr. Hasler and seconded by Member, Tiffany Saddler

- Treasurer, Rob Heyman will look after getting a float together for the sale.
- i. Request to Council re: Festival of Trees
 - The 2nd Annual Festival of Trees will be held during the School Christmas Concert, that being the 19th of December. The Fundraising Committee asked Parent Council for a loan of \$200.00 to purchase a tree to decorate and auction off, where the money raised will come back to Parent Council. Motion to accept was Member, Amanda Mousseau and seconded by Secondary Representative, Mr. Hasler

10. Round Table Discussion

a) Public

Community Member, Sheena Horton suggested we apply for the Parent Reaching Out Grant, we are too late this year but should keep it in mind for next year.

b) Parent Council

The second part of the Staff Wish List will come back to the next meeting. Motioned by Member, Sue McGovern and seconded by Treasurer, Rob Heyman.

c) Administration

d) None.

11. Date of Next Meeting

January 21, 2019 @ 6:30 Staff Room

12. Meeting Adjourned

Meeting adjourned at 9:24 p.m. Motion by Treasurer, Rob Heyman and seconded by Member, Sue McGovern.

All in Favor.

DEFERRED

8.e) New Business – Principal’s Report

Staff wish list:

Funding Request	Estimated Cost	Actual Cost	Council Decision
Interactive Projectors Installation	\$1,500.00	\$1,658.11	Motion moved by Treasurer, Rob Heyman to pay Actual Cost, seconded by Member Amanda Mousseau
School Sign Repair	\$5,000.00	\$5,460.95 ½ \$2,730.48 each	Motion moved by member Michelle Alcock to split the cost with the school, seconded by member Sue McGovern
Field Trip Support Fund	\$2,500.00	\$2,500.00	Motion moved by Treasurer, Rob Heyman to give the full amount, seconded by member Michelle Alcock
Community Christmas Turkey Dinner	\$800.00	\$800.00	Motion moved by Treasurer, Rob Heyman to give full amount, seconded by member Amanda Mousseau
Play Toys for Kinder Yard	\$500.00	\$500.00	Motion moved by member Amanda Mousseau to give full amount, seconded by member Tiffany Saddler
15 Chromebooks	\$4,500.00		Motion moved by Treasurer Rob Heyman to purchase 10, seconded by member Tara Mieske
15 Headphones	\$300.00		Motion moved by member Amanda Mousseau to purchase 10, seconded by member Michelle Alcock
10 Ear Protectors	\$100.00	\$100.00	Motion moved by member Tara Mieske to give full amount, seconded by Sue McGovern

	TOTAL	\$13,088.59	
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WISH LIST to come back to next meeting

Presentation Space	\$2,500.00		Screen Speaker and Projector for the Library
Technology Tools Cart	\$3,000.00		To continue the ability to create projects through wooding working
Sports Equipment	\$1,000.00		15 Volleyballs, 15 Basketballs, 15 Hoola Hoops, 10 Small Dodgeballs
Volleyball Net System	\$6,000.00		To replace the netting system in the old gym
Jumping Pits	\$10,000.00		Track and Field pits
Student Lounge	TBD		Secondary old foyer, Foosball Table, Pool Table, Sitting Area, Charging Station

