

Mutchmor Public School Council

Meeting Wednesday, September 25, 2019

Present: Sheri Segal-Glick (Co-Chair), Elizabeth Nicholds (Co-Chair and Pizza co-coordinator), Sandra Walker (Principal), Marie-Pierre Roure (Vice-Principal), Joanna Courtney (teacher rep), Kate Binnie (Treasurer), Sarah Dingle (Secretary), Irene Pijuan Aragon, Ana Gonzalez, Alexis Diamond, Tibi Grigoriu, Dominique Milne, Cecilia da Silva, Kevin Smith (Engagement Coordinator), Roselle Adler, Danielle Edmondson, Adrienne Annan (Book Sale), Kathy Cowan (Outreach), Jamie-Lynne Sytema (Pizza), Kiersten Love (Outreach and Playground), Liane Wray, Ann Luu, Dana Reid.

Regrets: Rob Gottschalk (Community Rep), Alex Sjoman (OCASC rep)

Approval of minutes from June meeting

Still to come from previous Secretary.

Approval of agenda

Agenda was approved.

Co-Chair update

-Sheri Segal-Glick and Elizabeth Nicholds were presented as co-chairs for this year. Moved by Kiersten. Seconded by Irene.

-Council nominations: new volunteers are needed for certain Council roles.

- Fun Fair: Ana Gonzalez volunteered to take on organizing the June Fun Fair with the help of Sara Perez.
- OCASC (Ottawa Carleton Association of School Councils) rep: Alex Sjoman will do this again but she needs a co-rep to represent Mutchmor on this Council and report back. Commitment is one Thursday night every second month. One possible volunteer was identified (TBC).
- Outreach: this group works to identify and implement ways for school council money to be dedicated to outreach causes such as helping local schools in need. Kiersten and Kathy will do Outreach again. A third person could join if interested.
- Playground: Council is saving money to pay for a new play structure when the current one in the junior yard expires, which is expected within a few years. It was decided that we do not need a playground rep this year as the current structure does not yet need to be replaced.

-Parent involvement: Council will have a booth at parent-teacher night to answer questions from parents and to reach out to new members. We will need volunteers from Council to staff this table.

-Mazzola update: This company offers a service where parents can buy lunch for their children, which gets delivered to the school. Mazzola reports that they do not currently have enough orders at Mutchmor to make it worthwhile for them to have a staff person deliver the food. They have asked for a

parent volunteer to help set up the lunches; the volunteer would get free lunch for their kids in return. The Council also discussed why it is no longer hiring Lunch Lady provide this service.

Principal's report

(Sandra Walker)

-The Ottawa Carleton District School Board (OCDSB) has a new five-year strategic plan. Sandra circulated copies. The three main areas of focus are culture of innovation; culture of caring; and culture of social responsibility. The plan also includes the board's exit outcomes for students. The Board will put more emphasis on developing these key skills, in addition to academics. The plan is available [online](#).

Mutchmor's school learning plan and school wellbeing plan will be designed to support these exit outcomes. The staff will develop these plans on the next PD Day.

-As of September 25, there were 487 students enrolled at Mutchmor, with 17 homeroom classes.

-The school is benefiting from the abundance of recent brain research that emphasizes the importance of exercise, transitions and "mind readiness" for learning. In the junior wing they are focusing on quiet entries into the school and calm transitions from outside time to learning time.

-Consolidation of school information for parents online: work is being done to get the website and the school twitter account back up to speed and to create a single space where families can get school information. Kevin (Engagement Rep) will help to populate the school council tab on the website. The principal's weekly newsletters will be posted there too.

-Weekly newsletter:

- It appears that not everyone is receiving the weekly newsletter that is emailed out by the Principal. This is because of the migration of content from our previous platform to the new one. Only two emails per household were migrated. Anyone who has noticed they are not receiving the newsletter should contact Sandra.
- Sandra is also working on the format of the newsletter. It is partly dependent on the constraints of the web-based platform that is used. She welcomes feedback.

-Mutchmor "Families": the plan is to continue to have "Mutchmor Families" activities (a practice initiated two years ago to build community) but no details yet.

-Parent question: is there an update on whether there will be a work to rule situation this year?

- The CUPE strike vote doesn't affect the OCDSB as our Board doesn't have any CUPE employees. No information as of yet about the bargaining partners in our Board.

-Parent question: have there been any developments on the idea of having a "sensory hallway" at Mutchmor to help children who need to take "body breaks"?

- Sandra: The Board is looking into the possibilities for this. It has been discussed at Mutchmor staff meetings. Staff recognize that body breaks are important for learning. Certain supports

already exist for releasing kinesthetic needs. Staff are teaching kids to advocate for themselves when they need body breaks.

- Mutchmor does have a body break room for students who have been identified as having a high need, supervised by Mme Courtney (Learning Support Teacher). Would welcome donations of a stand-up lamp or any kind of fidget toys.
- Many teachers are using mindfulness techniques, yoga in their classrooms. Parents are encouraged to email their teachers if they have questions about this.

-Parent question: Has there been a change in timing of announcements? There is concern that this is interfering with eating/nutrition, and absorption of information.

- There had previously been concern from staff that having announcements first thing in the morning puts a stress on the beginning of the day. The goal was to find a time for announcements that wouldn't interfere with learning. So the school is trying out having announcements five minutes before the bell rings for the second learning block, during eating time. However, Sandra will look into how well this is working.
- With respect to sharing information, there is a multi-pronged approach, including the weekly newsletter (which is also shared with teachers).

-Sandra is thrilled to be at Mutchmor and thanks everyone for their warm welcome.

School report

(Joanna Courtney)

-Cross country has started. The meet is on October 22. A request went out for an extra pop-up tent.

-Soccer has started, and the meet is the Tuesday after Thanksgiving (October 15). Mr Panesar and Mr Walker are coaching.

-The library has license for a movie service, Criterion Movie. We could use this for a movie night fundraiser.

-The library is also looking for parent volunteers to help with shelving, sorting books.

-Mr. Lemelin is proposing to organize three student clubs: a tinker club where kids build things; a flight club where they build Styrofoam planes; and a culture club for growing micro greens. Funds are requested from school council to support these clubs (\$550 total).

-The Grade One teachers have proposed a list of spirit days that would be celebrated by the whole school, starting with Crazy Hair Day on September 27. The full list will be shared in the weekly newsletter.

-Mme Pritchard is wondering about whether School Council would support the school's participation in the "We Scare Hunger" food drive (coinciding with Hallowe'en) and the holiday food drive for the Centretown Emergency Food Centre. Council is in full support.

-Mme Anita in the office is requesting a new parent volunteer for the lost and found. This has involved, in the past, coming to school about once a month to organize the lost and found. This contribution is much appreciated by parents!

Treasurer

(Kate Binnie)

-Kate reported that the Council will vote on the budget on the October meeting when more information is known about our expenses and revenues. She will share the financial statements in advance or bring printouts to the meeting. She also provided a number of updates on the current budget.

-The Council discussed the need for piano tuning for the school's pianos, which are used frequently by choir and for concerts. The Council agreed to share the cost of piano tuning with the school. Roselle Adler will act as lead for piano tuning.

-Parent question: does the Council invest the balance of its budget?

- Kate believes this is because it is counter to Board policy for School Council budgets. She will check the policy.

Engagement Coordinator

(Kevin Smith)

-The school council is now using Membership Toolkit instead of Myschoolanywhere to manage its contact list. This is an important tool for organizing volunteers and for connecting families. See the Principal's weekly newsletter for details and instructions. Also, a Canadian version of the app will be released soon that we will be able to use. There was discussion about the timing of the payment to Membership Toolkit.

Book sale

(Adrienne Annan)

-The dates for the next book sale will be April 23-26, 2020. This includes a Friday PD Day, which worked well last year. Collection will start on the 30th of March. Adrienne requested that Sandra ask the Board for the required tables, wireless service, access to school and elevator, and custodial support.

-Book Sale executive will have its first meeting in October and will begin meeting more regularly in January.

Outreach

(Kathy Cowan and Kiersten Love)

-No updates at this time.

Pizza

-Pizza starts on September 26. Our numbers are down a bit this year.

-The provider we are using is Panago. The kids seem to like it. They are open to doing things like providing gifts for volunteers – lots of opportunities to explore. We are expecting to make about \$25K from the pizza fundraiser.

OCASC

-First meeting of the year is September 26th. Alex Sjoman will attend.

Funfair

-As noted above, Ana Gonzalez stepped forward to lead Funfair this year, with help from Sara Perez.

-The Council chose June 18, 2020 as the date for this year's fair and requested that Sandra order to necessary 30 tables from the Board (daytime delivery on the day of is preferred)

Community rep

-Rob Gottshalk will be our community rep again this year.

Playground committee

-As noted above, there will be no rep for the playground committee this year, but the Council will continue to save money for the eventual cost of a new structure.

Forward action items

- Kate Binnie to check the Board policy on school council's investing their budget balances.
- Alex Sjoman to ask at OCASC about how other school councils pay for piano tuning: do the school councils pay, or is it covered by the school budget, or is it simply not done at all?
- Sarah Dingle to follow up with Librarian to get feedback on how well the Silver Birch program went last year.
- Sheri Segal-Glick to follow up with Community Rep (Rob Gottschalk) to find out about the sports equipment that was ordered last year.
- Kate Binnie and Kevin Smith to look into timing of payment to Membership Toolkit for the service.

Next meeting: **Wednesday, October 23, 2019.**