



Trillium Elementary School Council (TESC) meeting notes

November 16, 2022

7:00 p.m. – 9:00 p.m. Virtual

Virtual Option: Google Meets - <http://meet.google.com/yyj-yjmi-sdh>

School Representation	Parent Council	Members at Large
Paula McGuirk-Lemay (Principal) ✓ Trent Clarke (Vice-Principal) ✓ Luc Prud'homme (Teacher Rep) ✓	Kate Woods (-Chair) ✓ Jen Roberts (Co-Secretary) X Kelly Connolley (Co-Secretary) ✓ Michelle Hapuarachchi (Co-Treasurer) ✓ MP Baird (Co-Treasurer) ✓ Jamie St. Onge (Community Rep)* ✓ Kevin Fowlow (Community Rep)*	Ana-Livia Rodriguez ✓ Andrew Ramsaran ✓ Brenda MacLean ✓ Sabine Doebel-Atchison ✓ Leslie Scott ✓ Student Reps: Maeryn Joseph ✓ Elsa Mayer Mya Grabowiec ✓ Non Members Virtual: Souad Ramdane, Yasmine Bounnah, Krystal Hopkins,

1) **Group photo** - *not completed*

2) **Approval of October 19, 2022 minutes, and of Nov 16 agenda.** (Kate Woods)

Motion: Sabine, Second: Ana-Livia

3) **Student Representative Report** (Maeryn Joseph and Elsa Mayer)

- Next week- Spirit day Thursday, November 24- Retro Day
- Food Drive start December 1 until December 19, 2022
- Dance- Christmas December 22, 2022
- December 22, 2022- ugly Spirit Day
- Extracurriculars- volleyball starting, Halloween dance went well and sold out of the food, Band ongoing, student Council ongoing, Student council now named Dragon Leaders, gym crew is now the Dragon Crew (help out before and after school setting up gym equipment, help out with triple ball with the juniors), Chess club which is popular Madama Brightman is running it twice a week.

4) Principal Report (PM-L)

- Outbreak Questions from council:
 - When in outbreak- what changes? Enhanced cleaning, wear masks recommended, remembrance ceremony was canceled, could not have large gatherings, and more sanitizing. No mandate for masks at this time. New School Board Trustees are putting forth a motion to the Board to mandate masks until this outbreak is completed. Sick children were advised to go home.
 - Kids being sick, runny noses, what is okay to send them in with a regular cold? If they have some symptoms and test negative- the kids can still attend but need to be monitored.
 - When return from RSV or other illness, are masks mandated when they return? No, but it is highly recommended.
 - Flu/Covid Vaccine clinic at the school? No, that is up to Ottawa Public Health. No usual to be held at the school during the day.
- Darlene Amens - Tutor in the school, starting on Friday, until winter break. Allowed to work with small groups of students for literacy. Have requested a math tutor.
- EQAO- Took place over a month long period and all electronic as a game. This was less stressful for the students. Can review on EQUA website by public
 - Grade 3: Reading/Writing- above board and provincial results. Math- did very well.
 - Grade 6- Math was weak, staff will review and assess where the struggle was.
- New Reading Program from K to 3's.

5) Vice-Principal Report (TC)

- Book Fair- thank you, Golden Ticket was a great feature.
- Play structures are closed as the ground is frozen.
- Pizza day- went well for the first day. 12 - 15 slices left at the end of today. Pizza helpers for all the classes
- Remembrance Day- virtual went very well.
- Students wanting to come in during recess more often due to the cold weather.
- Junior door helpers: grade 6 helpers inside the junior doors
- Triple Ball has started for boys and girls
- Intermediate volleyball for boys and girls has started
- Spirit Day November 24: Retro Day

6) Teacher Report (LP'H)

- Teacher wish list
- Madame Chomotton- is planning on an outdoor garden- The school has been given a grant for outdoor education and this would fall under it. Will put it out to the whole school. Would be looking at having a club from grades 2-8. A condition is that this would need to bring in a community member to water the garden for them. Suggestion of daycare to partner for the garden.

- A small grant for outdoor education \$325 that could possibly cover a wish list item. Paula will speak with teachers to get further information.

item	description	grades	cost	website
New sand toys to replenish, replace broken ones (SM)	Shovels,buckets ,sturdy trucks	Kinder to grade 3	\$200	
Playground equipment for recess (SM)	Assorted soccer, basketball, playground balls	Grades 1-8	\$200	
30 x Batteries and alligator clips for electricity kit (SM)	I'll check size but I think C)	Grade 6 Electricity unit, also usable in other grades for coding expectations of science.	80\$	
Kinetic sand and white play for sensory tables. (SH)		Kindergarten	\$200	
French-English dictionaries for JR division	A class set of 30 that we could keep on a rolling cart and share or enough for each class to top up their supply	4-6	\$350	
Large, loud Bluetooth speaker for gym, activity room (current one is dying)		All	\$75	
Tricycles for kindergarten yard		kindergarten	\$100 each	

Starting a vegetable garden at school (spring)	Ottawa based company Growing Up Organic comes to the school and help starting up the garden	Grade 2 and up	Cost TBD	https://www.growinguporganic.org/en/
Sketch books for M5/6 (26 kids).				

7) Financial Report [attached] (MH)

- Report not provided as not much occurred in October. Next report will be October/November.
- Last week Book Fair- deposit over \$4000, however some will need to be paid back to Scholastics.
- Water Bottles for Mr. Boyer- came in \$581.00.
- Owe Dough Boys \$200....??
- Co-signers getting ready so cheques can be signed. Kate and MP will be co signers.
- Pizza- **Action Item:** school will provide a cheque to TESC at the end of the month. Michelle will pay the invoices monthly.
- In December will send financial report for October/November 2022.

8) OCASC report (Ana-Livia R)

- Last meeting took place after our last TESC meeting.
- Issues with traffic around schools and mitigating parking issues and election information.
- Next meeting is tomorrow night November 17, 2022.

9) Parent Concerns (open)

- Pizza: Will re- open to parents for 24 hours to amend orders if office staff Liz is okay with this. Possibly open on Friday for 24 hours. January- will be a block of time again. Would like it to be a smaller chunk of time to make it more economical. Extra slices to the teachers at this time. Will be asking for the pizza to arrive 15 minutes earlier so that the prep work could be completed quickly. Luc shared that previous schools bought 3-4 extra pizza's and sold the extras. This was lead by school council. **Action Item:** Survey to be completed to see the experience and Feedback (Kate and Krystal).
- Hot lunches- has to be through the Board's catering service. If you do a Vender it has to be once a week, if it is more than it needs to go through the catering. Kate will check into this.
- Word of mouth q's, FB group Q's
- Virtual attendees questions (AR)
- Parking concerns- **Action Item:** Paula to send out email reminder to not stop in daycare parking lot and not to use the schools parking lot at the end of the day.

- OEN for Kinders- how parents will obtain it- **Action Item:** Paula to follow up with kinder teachers.
- Ongoing scholastics- some teachers ran it- **Action Item:** Paula to ask the teachers and will report back.
- Facebook: Posting sale items from small businesses by parents in the FB group: discussion- other FB groups are available.

10) Chair Report (KW)

- December and April meeting dates possible change:
Holiday concert conflicts with December meeting. Either move back to December 21st or cancel. Spring concert conflicts with meeting (and bookfair). Postpone by one week to April 26
Motion: Michelle, second Kate to cancel December meeting.
Motion: April 26, 2022 meeting- Motion Michelle, Second: Kate
- School council email and access to tab on website
I have the sc-trilliumes@ocdsb.ca email now, we will not renew tesc.ca when the time comes. The memo about the @ocdsb.ca email says that this login info can be used to edit the council tab on the website....but how? Leslie looked and couldn't find it.
Action Item: Trent to update outdated information and to reach out to BLT for support.
- Book Fair debrief
 - i. Allocation of rewards (cash/vs scholastic stuff)
Net sales: \$ 6,351.12 which means **\$ 3,810.67 in product or \$ 1,587.78 in cash or a**

combo of the two.

Question: How much do we want for product and how much for cash?

Three options: 1) product only \$3,800.00 2) Product/cash combo- up to use the amount. 3) \$1500 cash only option. In the past- Library took books and paid on the reduced cost.

Council filled the library wish list in the \$300 range of product but is \$100 in actual.

Easier- if we do the library wish list and then cash difference.

Scholastic has many different items that may work for the future Maker Space.

Book fair proceeds were allotted to the Maker Space.

Action Item: Paula to assess the books they have currently in the library to see if there is a need of books/maker space items (eg rug/bean bags).

Motion- Take full cash this book fair and the spring book fair can look at products. Approved.

\$241 in rewards at this time to put forward to the library.

Look at wishing box books and fill the popular choices to the library.

In future- Paula will have a more set schedule for classrooms, one wish list visit and then one purchase date. Paula advised that the kids are not able to attend during recess time periods due to supervision issues or have a designated time for this to come in. **Action Item:** Paula to assess a time that students could come during recess.

-Teacher preview didn't work. Next book fair delivery is the Tuesday before, can teachers just come browse on their own time? Outreach quiz on what to do in future? Or?

Action Item: Paula to advertise and promote the teacher preview time.

-Believe in reading books giveaway

By giving the books to the teachers- it was positive, but has been slow for teachers to take them.

11) Fundraiser and Outreach Updates

- A) Ideas: Halloween Costume exchange (Kate Woods), kids night out (Kate Woods), have volunteers in the gym and drop off would be \$20/child for a few hours. Would be for the end of this next year. Paula's suggestion: Could arrange for high school volunteers (former trillium students) and have different stations set up.
Craft/Vendor fair (Leslie Scott) **Action Item:** Lesley to email Michelle to connect regarding this.
- B) Purdy's (Leslie Scott)- launched Monday on FB and Tuesday email from Paula: sold to date: \$1295; which is \$365 profit.
- C) Hot Lunches (Krystal Hopkins or KW)
- Is an outreach quiz a good idea?
- D) Movie Night (Brenda MacLean, MP Baird) December 2, 2022 at 6:30pm start of movie. Door opens at 6pm. Choosing a movie through the school rental system.
Action Item: Brenda to set up a FB poll to ask.
Popcorn/water pricing: Water cost for us is 9 to 10 cents per bottle \$3.49/40 bottles. Popcorn is a big bag 100 servings \$36.99/ 1000 wax bags. 3 cents each. Popcorn and bag 53 cents each for 100 servings.
\$0.50 / water
\$1.00/popcorn
See if daycare can stuff the popcorn in the past.
Action Item: Kate to follow up with Kevin to see if they can stuff the bags.
Action Item:MP to buy popcorn and 80 bottles of water.
Action Item: Kate to set up schedule for selling popcorn/water
Action Item: Brenda to reach out to Ryan Whareham re projected popcorn sales in the past.
Motion to approve to buy water/popcorn- Brenda and Second Kelly
- E) Bookfair 2 (Kate Woods)
April 17-21. Delivery Tuesday April 11. Family event Weds April 19 (after concert). Pickup Tuesday April 25th.
Will need someone to run the setup crew, which needs to be larger.
- F) Valentines Dance/Raffle (MH, KW)
DJ (Andrew), Canvassing list is split into 12 zones, who can do one or two? Also we need to update the list. Plan for baskets. Plan for food. **Date.** Thursday, February 16, 2022 at 5pm
Action Item: Kate will email all council to see who can update list/add new businesses and canvas those areas.
Asked for gift cards, and items for extra raffles.
Principal would call out raffle winners during the dance and the winner could pick out what gc they wanted.

Order pizza/salad and have high school volunteers in the activity room. Have pop, juice boxes and candies to sell in the activity room. Goal of dinner was to break even.

Action Item: Kate to find the letter to provide to businesses.

Action Item: Kate to follow up with the DJ used for leaving ceremony.

Adjourn: Motion: Michelle, Second Brenda.

Ended at 9:30pm

APPENDIX

Appendix I: TESC meeting dates for 2022/2023 school year

- ~~December 14~~, January 18, ~~February 15~~ (motion to change Feb meeting date: Motion: MP Baird, Second Brenda McLean), **February 8, 2023**, March 22, **April 26th***, May 17th, June 21

Appendix II: Approved 2022-2023 TESC Funding

- Teacher Start-up: \$60/Educator (\$1800 max)
- Scientist in School: \$125/classroom (\$2500 max)
- Maker Space: \$1100
- Leaving Ceremony: \$244
- Water Bottles for Cross Country: \$583 (exact number to be confirmed)
- Book fair giveaways: \$332 (*from Scholastic product rewards, not a dollar for dollar amount due to reward structure. See bookfair totals*)