

# Osgoode Public School Informal OPS Council Meeting Minutes January 10, 2023

**Members in Attendance:** Karyn Hughes, Jackie Allan, Rachel Glennie, Tiffany Cousineau, Lori Leptick, Gaynor Kondric, Julie Lowe, Kristen Cinnamon, Aimee Faith, Maggie Matte, Jen Scharf, Stephanie Poulin, Laura Stack, Jenn Gordon, Julie Lowe

**Regrets:** Erin Nixon, Ashley Ladouceur, Kathryn Moncion, Erin Schellings, Jenn Sutton, Heather McMillan, Samantha Wagner

Karyn welcomes all at 6:35p.m.

## Action items from November minutes

ACTION ITEM	UPDATE
<b>School Clothing</b>	Complete  -Will be doing grad shirts in the spring
<b>Larger Project Needs</b>	<ul style="list-style-type: none"> <li>- Mural project               <ul style="list-style-type: none"> <li>- "Dave" does hand painted murals all throughout the school</li> <li>- Can be completely customizable                   <ul style="list-style-type: none"> <li>- Kids could have input, words, themes, etc</li> </ul> </li> <li>- Proposal to do one on the entryway wall where the trophy case is currently</li> <li>- \$1,488 budget from school being used to submit a "downpayment" to get drawings completed ahead of time for proposals (will cost \$500 for downpayment)                   <ul style="list-style-type: none"> <li>- Dave will bring proposed drawings to show council</li> <li>- Mural will cost \$3,500 for the first project</li> </ul> </li> </ul> </li> </ul>
<b>Teacher Wishlist</b>	<ul style="list-style-type: none"> <li>- Can no longer send gift cards</li> <li>- Suggestion to roll out a formal invitation to teachers to spend the money               <ul style="list-style-type: none"> <li>- Jackie will prepare envelopes and work with Judy to get information to teachers                   <ul style="list-style-type: none"> <li>- Envelopes will have a space for the "total" spending per teacher</li> <li>- Itemized receipts need to be put in the envelope</li> <li>- Time limit to spend funds is end of April.</li> </ul> </li> </ul> </li> </ul>

	<ul style="list-style-type: none"> <li>- We have a new teacher, bringing the total to 30 (total allotment of \$3,000 set aside)</li> <li>- Motion to amend original decision of gift cards to now give each teacher a \$100 spending allotment with receipts required <ul style="list-style-type: none"> <li>- Motion to approve by Aimee, seconded by Rachel</li> </ul> </li> </ul>
<b>Casa Canine Donation</b>	<ul style="list-style-type: none"> <li>- Special donation to go towards new speakers for the school gym <ul style="list-style-type: none"> <li>- Motion to use Casa Canine donation of \$380 towards new speakers approved</li> </ul> </li> <li>- Send ideas for good speakers to Karyn</li> </ul>
<b>Yearbook Update</b>	<ul style="list-style-type: none"> <li>- Need to decide which company to go through</li> <li>- Lifetouch <ul style="list-style-type: none"> <li>- If we want individual photos of students, we need to go through Lifetouch</li> <li>- \$15 each and we have the option of removing students' photos if they haven't signed the photo release. We can also add group photos.</li> <li>- We had previously agreed to go through Lifetouch to purchase directly, however due to their lack of promptness it may be better to use School Cash Online or potentially just e-transfers to School Council (use a Google form to keep it organized)</li> </ul> </li> <li>- Other options? <ul style="list-style-type: none"> <li>- Mix Book <ul style="list-style-type: none"> <li>- If we sign the school up for Flip Give, we can get 10% back</li> <li>- Anything else comparable? The price is set at \$20 and we hope to keep it this way for a few years</li> </ul> </li> </ul> </li> <li>- Tiffany will look into other options and prices</li> <li>- Cover competition needs to be communicated with the grade 6s to begin their designs <ul style="list-style-type: none"> <li>- Send out to classes during the week of the 23rd and designs due back by February 10th</li> <li>- Council will choose a few for the school to vote on during the February 21st meeting</li> <li>- Winning design will be on the front, runner up on the back</li> <li>- Criteria <ul style="list-style-type: none"> <li>- Must include school name and year</li> <li>- Let kids be creative!</li> </ul> </li> </ul> </li> <li>- Julie Lowe mentioned that she has a drawer of yearbooks made throughout the years if we would like to look at them for ideas for the yearbook</li> </ul>
<b>Movie Night</b>	<ul style="list-style-type: none"> <li>- Next movie night is January 27th</li> <li>- We can now pick movies from the Criterion platform without having to make a report</li> </ul>

	<ul style="list-style-type: none"> <li>- Vote for DC Superpets</li> <li>- Will need to re-iterate to parents that children cannot be wandering halls and making messes <ul style="list-style-type: none"> <li>- Will mention in an announcement before the movie that there is a cleaning station and parents need to clean up after their children (request custodian leave paper towels and a few cleaning supplies)</li> </ul> </li> <li>- Volunteers should arrive between 6:00pm and 6:30pm <ul style="list-style-type: none"> <li>- Rachel, Kristen, Tiffany, Laura, Jenn</li> </ul> </li> <li>- Maggie will get the float</li> <li>- Action item: Need to get chocolate bars and water bottles</li> </ul>
<b>Christmas Shopping</b>	Complete and was a great success!

**Minutes from November meeting motioned to pass by Kristen and seconded by Rachel.**

### **Principal and Staff Report – Gaynor Kondric**

**DECEMBER:** The December holiday concert was a huge hit! We had a lot of people attend, and we know what a thrill this was for our students to perform on stage for the whole school on Wednesday, then for what seemed like all of Osgoode on Thursday. We were very glad to be able to do this. Likewise, the holiday shopping event was “out of this world”. Osgoode students and staff are truly grateful for all the parent volunteers who brought this together. Additionally, the holiday hampers provided by the local community association were so appreciated and we know this made a positive difference for a few of our families.

**KINDERGARTEN REGISTRATION:** Kickoff day for registering kindergarten students is on January 16th but remains ongoing. For planning/ staffing/ etc. purposes, the district hopes to have numbers as solid as possible going into next year. Staff will be hosting a kindergarten information evening on February 8th. We are expecting a sign to be delivered out front soon announcing our kindergarten info evening and have added the info to our OPS website and OPS calendar. If you are aware of any families whose children will be school-aged for September, please encourage them to attend our kindergarten info sessions or reach out if they have any questions at all.

**NEW CLASS:** Our new grade 6 class started yesterday, split from a grade 5 / 6 class of 32 students. We are pleased to have Ms. Emma Lepine join us in her first contract position with the district. With the addition of this new class, we were also able to increase Mme Zniber’s contract status to include Core French delivery to that class, as well as increasing Ms. Mate’s contract status to include Music delivery to that class. Everyone is settling in very well.

**TUTORS IN THE CLASSROOM:** We currently have three tutors and are hoping for a fourth to join us soon. The Ministry tutoring funding will end at the end of March. Tutors do receive training through the

Program and Learning department ahead of going into classrooms. The model is for each tutor to support up to five students only, directly in the classroom.

**SCHOOL CLIMATE SURVEY:** Last year as part of a regular cycle of gathering student voice, grade 4-6 Osgoode students participated in the district's School Climate Survey. In reviewing some of what our students shared with us anonymously, some had commented that they felt safe in the building (class, gym, library, hallway, etc.), and some had commented that they felt less safe when outdoors during recess. This information has been shared with staff so that everyone is aware of what our students are reporting about their experiences at school. Contextually, this year is a very different year than last year, with the removal of yard cohorting and with the addition of clubs, sports and extra-curricular activities overall.

**ONGOING FOCUS ON FOUNDATIONAL LITERACY:** The Program and Learning department at the board continues to provide staff with virtual after-school workshops to support the focus on foundational literacy (phonics/ phonemic awareness/ structured literacy). A team of instructional coaches spent a couple of days in classrooms in December, assessing students in kindergarten, grades 1 and 2 as part of a data gathering process, and to support staff in their learning related to the use of these assessment diagnostics. Some resources that we have been sent and continue to receive are:

- Heggerty: Pre-Kinder
- Heggerty Primary
- Pratique Phonémique (please email [fsl@literacy@ocdsb.ca](mailto:fsl@literacy@ocdsb.ca) for digital copies)
- Pratique Phonémique Intensive (please email [fsl@ocdsb.ca](mailto:fsl@ocdsb.ca) for digital copies)
- Express Readers-Step 1CVC (8 books per set) click [here](#) for titles
- Facile a lire - French Decodables click [here](#) for titles
- SPIRE Decodables (Sets A-B, 1-6, 10 books per set) click [here](#) for titles
- UFLI Foundations
- Next Steps in Literacy Instruction (not yet released)
- Equipped for Reading Success
- Phonics and Spelling Through Phoneme-Grapheme Mapping
- Soutenir les lecteurs en langue seconde - Renée Bourgoin
- Phonemic Awareness in Young Children
- Comprehensive Literacy for All
- Focus on Phonemic Awareness
- Bridging the Gap
- Teaching Phonics and Word Study in the Intermediate Grades (4-8, 6-8, 7-8, 7-12 sites only)
- Embedded Mnemoics on Never Tear Paper (Currently being delivered)

**REPORT CARDS/ IEPs:** Next Friday the 20th is a PA Day, with staff writing term 1 report cards that will go home via School Messenger on February 15th. There is no interview associated with this set of report

cards but staff knows to continue reaching out to families if there are any concerns with respect to learning skills or curriculum progress. IEPs go home on or around the 24th of February.

**OPERATIONAL BUDGET:** As per district expectations, the school operational budget is being shared with Council this evening. (paper copy)

**MURAL PROJECT:** <https://www.muralmagic.ca/school-murals> We set up a meeting with Dave Lafreniere of "Mural Magic" to discuss options for adding some customized artwork around the school. In the link above, many OCDSB have hired Dave to draw up some unique creations that capture the spirit of the school (school colours, mascot, words of significance, etc.). We are hoping that School Council will consider assisting with the funding of one project to start (front hallway), with a cost yet to be determined. Staff, students and Council would be invited to offer ideas for what the final product might look like.

### **Staff report:**

All 3 kindergarten classes have been to the Osgoode Public Library for story time, table activities and a scavenger hunt. We will continue to go monthly throughout the school year.

Starfish Class-The children are very interested in dinosaurs and co creating a dinosaur museum in our dramatic play area. It will be our January fun focus.

We have purchased small brooms, 5 hoop basketball nets, chalk and large paint brushes for outdoor learning with the money provided to the Kindergarten Classes to use outdoors.

THANK YOU!!

Grades 5 and 6 EFI will participate in Scientists in School this week

On Monday, Mrs. Sonya brought the EF3A class homemade cupcakes for the 2nd place finish in the Food Drive. Students were very excited! What a great way to return to school. Ms. Sonya's class came in first and will be enjoying a pizza lunch on January 18th.

- Gaynor will look into skating at the arena for February
  - We usually send 3 classes at a time (grades 1-6; kinders went once nearing the end)
  - Some kids didn't want to go and they would stay with another class or sit in the stands
- Asked to have Julie Lowe send pictures for yearbook; Tiffany will invite teachers to be able to contribute to Google shared drive

### **Treasurer's Report – Maggie Matte**

- At the end of December we have \$15,825 in the account with \$6,600 spendable
- Future spending allotments:
  - Painting workshops \$2,100
  - \$3000 for teacher gifts set aside

- \$200 for shopping day expenses to be paid out
  - The canteen is now packed with supplies but we will need big gift bags, tissue paper, and tags for next year

## Fundraising - Jackie Allen

- Little Caesars pizza kits
  - Jackie and Rachel to take it on
  - Kits include “make-your-own” pizza, crazy bread, cookies, etc and cost approximately \$31/box
  - School brings in \$6/box sold
  - Must sell 200 kits to waive the \$75 deliver fee
  - Kits will be delivered frozen (will stay frozen for approximately 6 hours so will need to be picked up ideally on delivery day)
  - Can open this up to the community
  - Purchases can be made directly through the site with a credit card
  - Have this rolled out approximately 4 weeks before March Break (week of February 6th at the latest) for a delivery date during the week before March Break
- Cured Meats
  - An option to revisit for next year
    - Try to do this one before Christmas

## Other Items

- Hot lunches
  - New, healthier options to come:
    - Subway in Manotick is offering 6” subs, (ham, turkey, cold cut, with various toppings)
      - \$4.50/sub; will deliver if we order 100 subs
      - Karyn will look into getting a veggie/gluten free option?
    - Pizza Hut in Manotick can be an alternative to Fat Les pizza
      - Will try the option of doing a personal pizza (individually boxed), 4 slices, \$5 each
      - May be a good idea to include kinders for a special pizza day with this option (much easier to clean up and take home!)
    - Fat Les
      - Various subs for \$5/\$6
      - Chicken fingers will be offered as an option
  - Karyn will roll these out in February/March once we’re through the “make-up pizza days” and will be on rotation
- Milk
  - New option was added for Fridays only
  - Grade 6s on board again for delivery to classrooms
  - We made \$100 during the previous ordering term
  - Ordering for this session ends just before March break and the last round of ordering for the year will start afterwards
- Dance-a-Thon
  - February 14th, with a “Valentine’s Day theme”

- May be possible to have “Just Dance” or “Go Noodle” projecting on the big screen rather than having a DJ (will keep kids more involved)
- Classes come in 1 or 2 at a time for about 30 minutes
- The gym needs better speakers
  - Will use the Casa Canine donation along with “dance-a-thon” donations to purchase new AV equipment (speakers as the primary purchase, however will look into a new projector as well)
    - Request to have a donation option through School Cash Online
      - \$2.00 or “optional” amounts?
- Volunteers needed for the day
  - Karyn and Laura can set up, Maggie and Jen can be there on the day
  - Will put a call out for more volunteers
- Julie Lowe will ask teachers to compile a list of song requests for their classes
  - Create a ‘playlist’
    - Jackie has a Just Dance account
    - Go Noodle also has no commercials
- Photographer
  - Rachel has brought up the concern with Lifetouch and there has been a request for a new photographer for next year
    - Parents have expressed not being happy with the photos coming so late
    - Would like to find someone who can get them out quickly, take them earlier in the school year, are better with the kids, etc
  - Could each teacher take a photo of each class together? Parents are missing the “all together class photos”
  - Look into taking photo from top of school like we had done in the past
  - There are still many families who have not filled out the media release
    - Jackie will be working with Judy to send out physical forms to those families to try and get as many completed as possible
- A question was asked regarding field trips:
  - Can council pay for busses to send students on a field trip this year?
    - Kids (and families) have been missing them!
    - Gaynor will ask Judy if council money can go towards field trips
  - Money from the school budget will be used to pay for busses to send the grade 6 students on a “field trip” to either Metcalfe Public or Castor Valley (so students can see the schools)
- Stem program, handprints in the school - deferred to next meeting

## Action items from January minutes

ACTION ITEM	UPDATE
Teacher Gifts	Jackie to work with Judy to provide teachers with envelopes to claim reimbursement up to \$100
Casa Canine Donation	Need to purchase new speakers with \$380 donation
Yearbook	Tiffany to research other options with prices (other than Lifetouch)

	Jackie to send out cover competition information to grade 6 teachers
<b>Movie Night</b>	Need to purchase chocolate bars and water bottles
<b>Little Caesars Pizza Kits</b>	Jackie and Rachel to begin process and get fundraiser rolled out in early February
<b>Dance-a-thon</b>	Julie Lowe will ask teachers for song suggests for each class Playlist needs to be created (via Go Noodle or Just Dance?) Try to purchase new speakers before dance

Meeting ends at 8:37p.m.

Thanks again for a great meeting everyone! We'll push the next meeting to February 21st.