



## **Kars on the Rideau School Council Meeting Minutes**

The Kars on the Rideau School Council met on Tuesday, October 20, 2015, at 7:00 pm. The meeting was held in the library at Kars on the Rideau Public School at 6680 Dorack Drive, Kars, Ontario.

### **Present**

Rick Haggar  
Denise St. Jules  
Sonia Williams  
Micheal Blois  
Kim Cable  
Paula Panetta  
Robin Churchill  
Elizabeth Pasch

Bonnie Fiarchuk  
Diane Dey  
Eric Madore  
Jennifer Mercer  
Megan Dodge  
Michelle Crogie  
Michelle Farncombe  
Rowena Pearl

Shauna Carty  
Shareene de Rosayro  
Robert Biemans  
Leeanne Van der Burgt  
Richard Kaminski  
Steve Montero

### **Regrets**

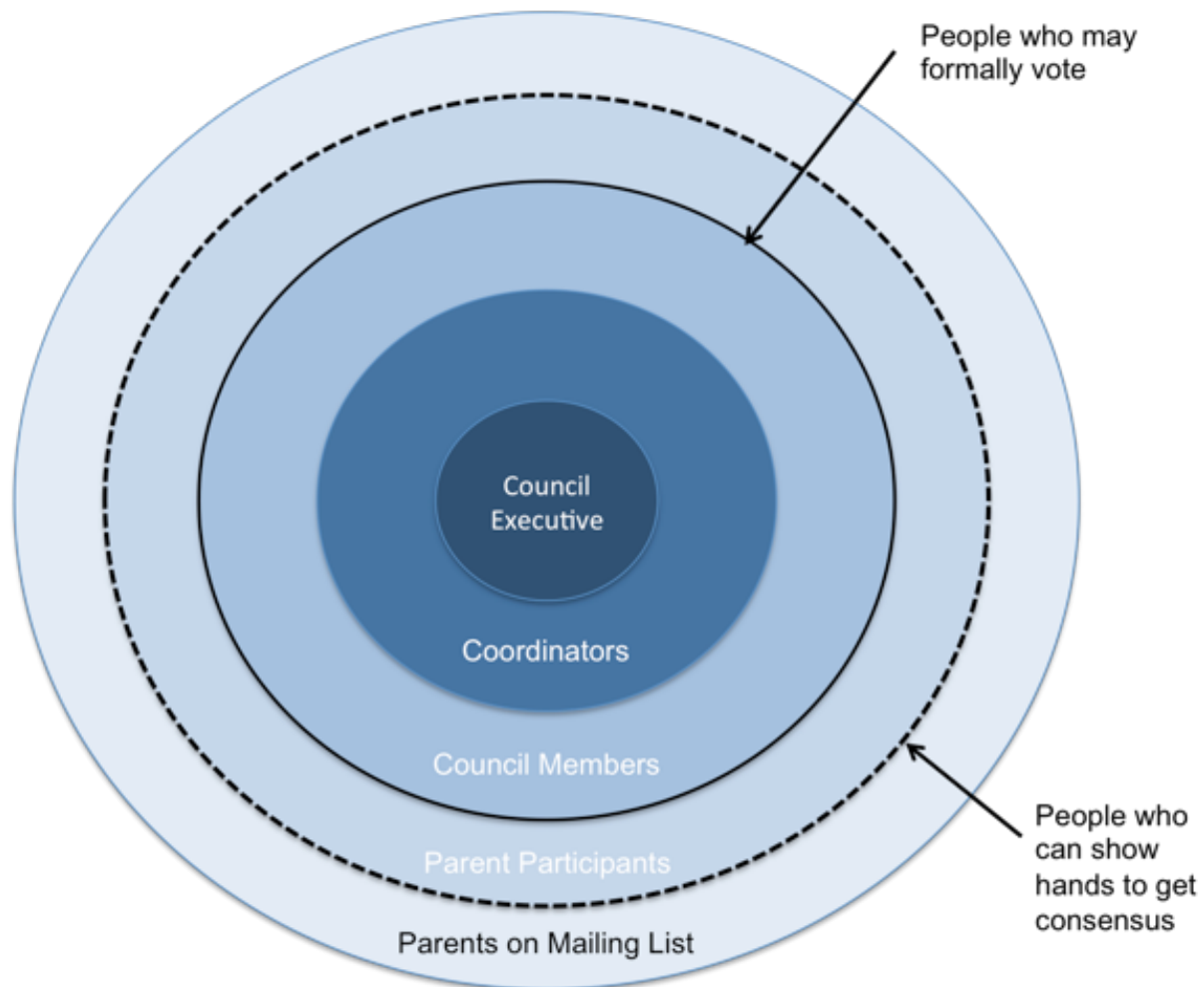
Jen Ball  
Meg Lamont

### **Chair's Report**

Introduction of our Chair, Kim Cable. She has a two daughters, in Grade 4 and 7. Although relatively new to KOTR, Kim has spent many years on the Manotick Public school council in various roles.

Explanation of Council Roles (see below). Normally, we will decide issues by consensus, with input from council members and parent participants. Should we need a

“formal vote” council members will vote only. Roles are as per council bylaws. Note: if 3 meetings are missed, members will be asked if they still want to remain on council as per bylaw 4.7.



## Treasurer's Report

Clarifications of the Treasurer's report were as follows:

- There were outstanding expenses from 2014-1015 and included the library donation, Kitchen Cupboard and the Hot Lunch money. Total \$6409.29
- When reading the treasurer's reports, under the forecast column, you will see items in either italics or regular font. Italics items are “best guess” numbers based on past

years. It will change to regular font when the actual numbers come in. Every month you will be able to see how we are progressing. Our goal is to get away from allocating money into “buckets”. It will allow us to see how much money we have to spend on a month to month basis.

#### Discussion of Existing Standing Motions and Additional Expenses (Under Expenses)

#### PROPOSAL

- “Teacher Consumables” - increase to \$4100 (up from \$3800 last year). \$100 per teacher. We have 41 teachers this year (up from 38 last year)
- “Library Donation - to remain at \$1000
- “Bags and Food” (aka Kitchen Cupboard) - suggestion that school council not fund this any longer as it is funded elsewhere. Our community churches provide sufficient funds for this.
- “Educational Programming” (last year this included Luv2Groove Dance, Drumming, Scientists in the School, and Stained Glass Workshops) - to remain at \$12,000.
- “Parent Resource Library” - to remain at \$500
- “Grade 8 Grad” - Historically, we had funded by giving \$15/student. While we still want to help fund Grad, we will now require a funding request sheet filled out and approved. Ideally, before April 2016.
- “School Trips” (aka Bus Subsidy) - Due to the labour dispute, there are no school trips at present time. Suggested that we leave the funding as is for the moment, for when the school trips recommence.
- “Council Operations” -Robin to investigate what this fund is for.
- “Bank Fees” - remain the same, but could increase if our account is changed to a community account.

**MOTION TO ADOPT ABOVE LIST : Paula Panetta**

**SECONDED: Michelle Farncombe**

**MOTION PASSED**

### **Principal’s Report**

Terry Fox Run was a huge success. Not only did we triple last year’s donations (Total this year of \$8000), but the day was marked with inspiring and educational classroom teachings about Terry Fox and his legacy.

There was a wonderful turn out at this year’s Cross Country races at the Kanata Rec Complex. Over 165 students participated.

The library has new shelving and older shelving is being reconfigured to create more space.

Two new TV's have been installed in the hall, one for archives, one for student pictures.

QSP - another successful year.

\$19,000 of new technology has been ordered since last meeting. We are closing the gap so that tech is available to students of every grade.

New date for Dance-a-thon is Jan 21/16.

New date for Pancake Breakfast is Mar 10/16, with the proceeds going to Cystic Fibrosis charity.

Note that both Spring Break and Easter Weekend are during March this year.

Student Council is going strong and they have planned the year's Spirit Days.

## Current Business

- Review of September Minutes

**MOTION TO ADOPT SEPTEMBER MINUTES - Elizabeth Pasch**

**SECONDED - Robin Churchill**

**MOTION PASSED**

- Council Mailing List - Google Groups

We will be using Google Groups as a central mailing list. Please use the following directions to use:

1. TO EMAIL THE ENTIRE GROUP, use this address -  
KOTRSC@googlegroups.com

2. When you receive an email, TO REPLY TO THE ORIGINAL SENDER, just reply as you normally would with an email.

3. When you receive an email, TO REPLY TO THE ENTIRE GROUP, just reply as you normally would with an email but ADD KOTRSC@googlegroups.com to the address field.

Treat messages in your email inbox as a regular email, there is no need for you to go into the google groups webpage.

- Bylaw Amendment

**PROPOSAL** to update Section 7.3 of bylaws on quorum: A quorum, or the ability to conduct business, will be established by the presence of:

Two (2) of the following four Officers: Chair, Vice-Chair, Treasurer, Secretary  
PLUS;

One (1) school representative which must be the Principal or his/her designate PLUS;

Four (4) other parent members (not mentioned above).

**MOTION TO ADOPT ABOVE - Michelle Crogie**

**SECONDED - Shareene de Rosayro**

**MOTION PASSED**

- Council Events

New this year is the suggestion of a Cheese Drive (St. Albert Cheese) as fundraising event. We will make 30% up to a maximum of \$2.75/unit of cheese sold. If we sell \$500, we get free delivery. We will use online ordering only. Parents to pick up orders day of the delivery and will be responsible for delivery of any orders taken on behalf of their family (ie: to extended family and friends). Prices are less expensive than in the stores, so it is a win-win. Proposed delivery date is December 11/15. Agreement in the room to go ahead with this fundraiser and reassess for future years depending on this year's success.

- Money Collection

A new safe has been installed in the office. This safe is for council use only. This policy along with other money collection policies are board wide. All monies must be counted in the school, with two people present. The treasurer will verify. Rick Haggard will provide School Council with an area where we can count money.

- Requesting Money from Council

We require a paper trail to account for all money in and out of council. There are no exceptions. Please use the 2015-16 SPENDING REQUEST FORM as either a "Spending Request" or a "Reimbursement Request". The form can be found by going to [www.kotrcouncil.weebly.com/forms](http://www.kotrcouncil.weebly.com/forms). If the money you are requesting is a forecasted amount that is already in our budget (meaning it has already been okayed), then use the form as a "Reimbursement Request" and include a copy of the receipt. If the money you are requesting is new, then it will be a "Spending Request" and will be discussed and decided on at the next council meeting. Either way, the forms can be submitted by leaving them in the "To Be Paid" folder that is in the office next to the council binder. Be sure to email Robin Churchill to let her know that the request is there to expedite the process.

- Request for Funding from Sonia Williams

Spending Request put forward for funding of Luv2Groove for JK - Gr. 8, Scientists in the School for JK - Gr. 8, Stained Glass Workshop for Gr. 7, Mathletes for Gr. 3 - Gr. 6, and a new program called Twelfth Night Shakespeare on Tour for all grades. Request would total more than \$15,000 and is above the \$12,000 committed to from last year. Suggestion was to fund Scientists in the School, Mathletes, and Stained Glass only at this time. We will revisit Luv2Groove, possibly only for younger grades or maybe only going this program every other year. Rick suggested the Shakespeare programming may be more suited for the high school ages.

**MOTION TO FUND SCIENTISTS IN THE SCHOOL (ALL GRADES), STAINED GLASS WORKSHOP (GR. 7) AND MATHLETES (GR. 3 - GR. 6) - Elizabeth Pasch**

**SECONDED - Steve Montero  
MOTION PASSED**

- Request for Funding from Sonia Williams  
Spending Request to approve ordering two sets of Red Maple/Silver Birch Books instead of one.

**MOTION TO INCREASE STANDING MOTION OF “READING AND LITERACY” FROM \$3000 TO \$4000 TO ACCOMMODATE THIS REQUEST - Shareene de Rosayro  
SECONDED - Bonnie Fiarchuk  
MOTION PASSED**

### **Coordinator Updates**

- Hot Lunch, Loonie Toonie Sale, and Hot Turkey Luncheon (Coordinator - Megan Dodge)  
No update

- Cake Walk (Coordinator - Michelle Farncombe)

Email was sent to all those who indicated they would be interested in donating a cake or in volunteering. Email will go out to all council members as well as a reminder on Rick’s weekly letter to the parents.

- Dance-a-thon (Coordinator - Paula Panetta)  
DJ is booked. Includes a light show. Pledge sheets will go out to encourage a minimum pledge of \$20.
- Cheese Drive (Coordinators - Jen Bell and Paula Panetta)  
Already discussed in “Current Business” section
- Greening (Coordinator - Bonnie Fiarchuk)  
Beds will be cleared before the snow falls. In the spring, mulch will be added to the existing beds and a new perennial bed is planned. Shrubs are being maintained as they were overgrown. Discussion of a \$2000 grant that is available for a school vegetable garden. Often it is a class that looks after it. Rick will present the idea to the teachers and see if there is any interest in this. Deadline for grant is Nov. 15/16.
- OCASC (Coordinators - Michelle Crogie and Robin Churchill)

Missed last meeting, but will co-ordinate for the next.

- Research and Funding (Coordinator - Jen Bell)  
No update (not present at meeting)
- Website (Coordinator - Leeanne Van der Burgt)  
Website is being updated to reflect the new year as well as streamline the look and usability.

### **Round Table**

Michelle Farncombe had some questions about how the cake walk was run in the past. Great advice from Megan Dodge.

### **Adjourn**

**MOTION TO ADJOURN AT 9:05PM - Elizabeth Pasch**

**SECONDED - Eric Madore**

**MOTION PASSED**

### **Next Meeting**

Tuesday, November 17th, 2016 in the school library