



1. WELCOME, INTRODUCTIONS AND THANK YOUS

- Agenda modified; Item 2 postponed until next meeting.
- Thank you to Leslie Gregory and all volunteers for the successful welcome BBQ; any remaining food was donated to the Ottawa Mission.

2. AMENDMENTS TO CONSTITUTION AND BYLAWS

- Postponed until next meeting.

3. SCHOOL UPDATE

a) Principal report

- Priorities for 2018-2019:
 - Outdoor Classroom
 - Look forward to having an ongoing dialogue with School Council and staff on how to create this learning space; want to build in stages to ensure it is well used with feedback from teachers
 - Topic be added to upcoming Council meeting
 - Additional Chromebooks for each Grade 1-5 class; I pads for the Kindergarten classes
 - Supplement Board-supplied computers to ensure better distribution across classrooms
 - Learning Commons – Paint and lighting
 - New lines painted for outdoor playground games
- EQAO Results (Grade 3)
 - Parents and guardians should have received results last week
 - We are proud! Results are up for the first time in many years
- PD Day – Fundamental Math Concepts and Skills (October 5)
 - RH School Educators and ECEs were able to participate in this professional development day
 - Highlights: Commitment of RH staff in teaching math; great examples of how to incorporate math in other subjects
 - Agenda: <https://ocdsb.ca/cms/One.aspx?portalId=55478&pageId=55498&contextId.9325=57139&parentId.9325=57140&returnTo=57140&objectId.9325=13719095¤tDate=2018-10-01&view=monthly>
- Staffing Update
 - Two staff to fill (Gr. 1 EFI and Gr. 2 EFI); currently awaiting offer acceptance for one and conducting interviews for the other
 - New EA hired to replace Mr. Alex Thibodeau (who accepted a full-time position at another school)

2) Teacher report

- Cross-country meet (Friday October 12)
 - Cross-country team consists of 70 Grade 3, 4 and 5 students competing at Terry Fox Elementary School



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- Herd Day – First School Spirit Day (Friday October 12)
 - All students assigned to one of six “herds”, named after a breed of cow and a colour
 - Topic: Qualities students will need to demonstrate to have a successful year
- Soccer (October 16)
 - Tournament all day for Grade 4 and 5 students
- Photo Day (October 25)
 - Each student will receive 4 proofs
 - Family photo session planned after school until 6:30pm
 - There will be a retake day (date TBD)
- Take Me Outside Day (last 2 weeks of October, date TBC)
 - National initiative to encourage outdoor education
- Forest School (every second week)
 - 4 classes are exploring the forest in Ski Hill Park: Ms. Keyes Grade 3, Ms. Keyes Grade 4/5, Ms. Corkum Grade 4/5, Ms. Vanderkamp Grade 5
 - **Seeking volunteers**
- Ontario Treaties Recognition Week (First week of November)
 - Classes will be learning about treaties with Indigenous peoples
- Gardens (November 6)
 - Non-profit Growing Up Organic to provide 3 classes with workshops on fall harvest, seed saving, preparing soil for next year
- Swim to Survive
 - Grade 3 classes participating in program

4. COMMITTEE UPDATES

a) Communications Committee

- Council is changing its name from “Robert Hopkins Parent Council” to “Robert Hopkins School Council” to be more inclusive and in line with terminology used by the School Board

NEW CONTACT DETAILS FOR ROBERT HOPKINS SCHOOL COUNCIL

Please update your address books!

EMAIL: rhopcouncil@gmail.com

TWITTER: [@rhopcouncil](https://twitter.com/rhopcouncil) (no need to change if you are already following!)

Fundraising Committee: rhopcfundraising@gmail.com



b) Fundraising Committee

- Fundraising Plan 2018-2019 in Annex 1
- To ensure that our events are successful, we will be seeking volunteers throughout the year. **All willing volunteers should email our new fundraising address: rhopcfundraising@gmail.com!**

- **Fundraising Team Meeting**
 - A fundraising planning meeting was held on Thursday September 20.
 - Thanks to all who attended and all who contributed via email. We have made a plan for the year.

- **Popcorn Days**
 - September 28th
 - October 19th
 - November 16th
 - December 14th
 - January 18th
 - February 22nd
 - March 22nd
 - April 26th
 - May 17th
 - June 21st

- **Fresh From the Farm**
 - This campaign going well; as of September 10, have sold approximately \$813 worth of produce, of which the Council will keep \$325 (40% of profits).
 - Please continue to share on your facebook pages and twitter accounts that we are selling fresh Ontario produce. For more details: www.freshfromthefarm.ca
 - **Last day to order through School Cash Online is October 14.**
 - Orders will be delivered in November.

- **Glow Run**
 - 3rd annual Glow Run and Dance Party will be held on Friday October 26.
 - Bib pick up at 6:00 pm; Race starts at 6:30 pm (1K or 2K); Dance party with DJ Dan (Thanks to Coldrey Family) in the driveway following the run
 - Registration will be open from Thursday October 4 to Wednesday October 24 through School Cash On-line. Bibs are \$5.00 each or \$20.00 for a family. Registration can also happen the day of, at the event.
 - Community event: Tell your friends and neighbours to join us on the sidelines with their noise makers and pom poms or to lace up their running shoes and join us for the run. You can register your neighbours and friends through your School Cash On-line account or they can come at 6:00 pm on race day and pay with cash or credit to receive their bibs.
 - **Volunteers needed.** Contact: Stephanie Reid at rhopcfundraising@gmail.com
 - 2 people monitoring parking barriers, 6:00-7:00pm
 - 6 people registration table 5:45-6:30pm
 - 2 people to help set up 5:30-6:00pm
 - Hope to see you there with your glow on!

- **Spaghetti Dinner and Book Fair**
 - Scholastic Book Fair will run from November 21-23.



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- Volunteers needed for set-up, clean-up, sales and tidying. Contact: Leslie Gregory at rhopcfundraising@gmail.com
- Spaghetti dinner will be on the evening of Thursday November 22 during parent teacher interviews. East Side Mario's will be a partner for the event
 - Volunteers needed to help with set up, clean up and buffet service, as well as donations of baked goods and fresh fruit for dessert. Contact: Margaret Rose at rhopcfundraising@gmail.com

c) Greening Committee

- Eco-certification for Ontario schools (www.ontarioecoschools.org)
 - This year, School Council would like to support the School in obtaining Eco-certification. The program has been developed to reduce the ecological impact of schools, involving the community, school staff and students and ultimately creating environmentally responsible citizens; pre-made lesson plans, posters, etc.
 - École La Verendrye in our community has been certified since 2015
 - Parents, students and staff to be involved; will be engaging Mme. Gullen as teacher lead. More to come at future meetings!
- Greening committee agreed to care for Butterfly Garden
- School Council is committed to reducing, reusing and recycling. We are hoping that the School community will help our efforts by pitching in at our Council events.
 - Signs at BBQ worked well at garbage stations (thanks Tamara Taub for the donation)
 - Commitment to use signs and stations at future School Council events
 - Suggestion to explore additional, more visible signage, where possible, at future events

5. BUDGET UPDATE AND APPROVAL OF 2018-19 BUDGET

- Report from Treasurer and Budget in Annex 2.
- **Motion to approve budget (nominated Jennifer Lowe; seconded Kristina Lilius). All voting members present (5 executive members, 13 members-at-large) approved. Motion passed.**
- **Motion to match donations received from BBQ for Ottawa Food Bank, directed to the Tornado 2018 fund (nominated: Jennifer Lowe; seconded Erin Hunt). Motion passed.**

6. ROUNDTABLE

- Privacy and Chromebook Use: Grades 3-6 have access to an internal school email account; Grades 7 and above have external access. Interest in learning more about the privacy agreements in place. Discussion to be continued at next meeting. All parents/guardians can request their children's Google account login details from their children's teachers.
- Encouraging Outdoor Learning: Council to explore a clothing exchange to ensure students are appropriately dressed for the outdoors.



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- Date for December meeting: Co-chairs will not be present for December 13 meeting; meeting will be held instead on December 6.

Meeting adjourned

ANNEX 1

Fundraising Plan 2018/2019

Campaign/Event	Date	Coordinator	Expected Profits
Fresh from the Farm	Sept 14- Oct.14	Jamie McCallum	\$400.00
Glow Run	Oct. 26	Stephanie Ried	\$940.00
Spaghetti Dinner	Nov. 22	Margaret Rose	\$950.00
Scholastic Book Fair	Nov. 21-23	Leslie Gregory	cash or books
Movie Night	Feb. 22	Jamie McCallum	\$276.00
Spring Action Trampoline Day	January tbd	Danielle Armengaud	\$200.00
Spring Dance	Apr. 18 (not confirmed with Coldreys)	tbd	\$920.00
Fun Fair and Silent Auction	May 25	Jamie McCallum and Jancey Wallace	\$6,986.00
Popcorn Days	Monthly (see September Fundraising report for dates)	Jamie McCallum	\$586.00
Mabels Labels	Ongoing	Jamie McCallum	\$50.00
Parent Trivia Night or other campaign if needed	March	tbd	
			\$11,308.00



ANNEX 2

Robert Hopkins School Council – Treasurer’s Report

Reporting Period: September 4th - October 1st

Report Created by Rich Tremblay (Treasurer) on behalf of the Robert Hopkins School Council

Closing of 2017-2018 Books

1. Year-end financial summary in progress, to be delivered to executives next week
2. Reconciliation
 - a. Initial starting balance from Council books: \$10,163.31
 - b. Added in expenses for commitments made last year
 - i. Exercise Bikes (- \$1762.80)
 - ii. Grade 5 Graduation (- \$340.03)
 - iii. Butterfly Garden Maintenance (- \$72.23)
 - c. Additional income not previously recorded
 - i. Cash sales November (\$30.00)
 - ii. Schoolkits profits (\$93.65)
 - iii. February Popcorn Proceeds (\$175.00)
 - d. Reconciliations
 - i. Misc transfer to school account (- \$120.40)
 - ii. Voided cheque - Stale Date (\$24.81)
 - iii. Sens Raffle SCO adjustment (- \$35.00)
 - iv. NSF Cheque(s) (- \$243.00)
3. Final Balance: **\$7,913.31**

Sept 4 - Oct 1st Financial Update

1. Opening Balance: \$7,913.31
2. Income Received
 - a. Fresh From the Farm - Sept 18 through Oct 1 : \$680.30
 - b. Popcorn September : \$150.00
3. Pending Income
 - a. Mabel’s Labels : \$56.14
4. Expenses Paid
 - a. None



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5. Expenses Pending
 - a. Fresh From The Farm (60% of sales) : - \$408.18
 - b. Invoice for Popcorn and reimbursement for Welcome BBQ will be processed after budget approval and be included in next reporting period.
6. Cash donations of \$122.85 received from Welcome BBQ for Food Bank Tornado Relief Fund directly sent to Food Bank on behalf of Robert Hopkins School Community
7. Draft budget for 2018-2019 prepared and reviewed with Executive and Principal. To be presented for Council voting this meeting.
8. Period Closing balance: \$8,799.75

Budget 2018-2019

Budget Overview		
	Expense	Revenue
Fundraising Activities	\$12,917	\$23,795
Other Income		\$2,207
Short-Term School Enrichment	\$9,150	
Long-Term School Enrichment	\$400	
Community Outreach/Donations	\$4,000	
Hosting Events	\$1,200	
Council Operating Expenses	\$1,255	
TOTALS		
	Total Income	\$26,002
	Total Fundraising Expense	\$12,917
	Total Expenses	\$16,005
Opening Balance		\$7,913
Planned Carry Forward		\$2,500
Forecasted Surplus	\$2,493	



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