



1. WELCOME

2. AMENDMENTS TO THE COUNCIL CONSTITUTION AND BYLAWS

- Four amendments to the bylaws proposed. Discussion focused in particular on amendments to quorum and total number of members-at-large. Quorum proposed was chosen as it was an odd number (to prevent ties), a sufficient number to be representative of the whole membership, and ensured that executive members could not make decisions alone. Members explored whether total number of members-at-large should be limited or open ended.

- **Motion to approve Proposed Amendment 1 – Bylaw Section (7) Meetings:** To include a new paragraph 3 that would read “Council Co-Chairs reserve the right to cancel a General Meeting if dire circumstances require it (such as poor/dangerous weather conditions, outbreak, etc.).”

Amendment approved by all voting members present (13). Motion passed.

- **Motion to approve Proposed Amendment 2 – Bylaw Section (7) Meetings:** Quorum to be changed from 'members present' to “seven voting members, of which two hold executive council positions”.

Approved by all voting members present (13). Motion passed.

- **Motion to approve Proposed Amendment 3 – Bylaw Section (8) The number, description and duties of executive officers:** Fundraising Committee Chair to become an executive council position (due to the integral role that they play in planning and executing fundraising activities).

Approved by all voting members present (13). Motion passed.

- **Proposed Amendment 4 – Bylaw Section (8) The number, description and duties of executive officers:** To increase the maximum number of Members-at-Large from 12 to 20.

Approved by all voting members present (13). Motion passed.

3. SCHOOL UPDATE

a) Principal report

- **School Learning Plan:** Small group of educators (grades 1-5) currently leading “Number Talks” and small group breakout sessions (called Number Talks check-ins) to help build and improve mental math skills. In January, the plan is to expand program throughout the school.
- **School Wellbeing Plan:** Vice Principal Louise Hutchinson leading a group of staff members to support mental health at the school, including exploring support offered by [Mental Health Assist](#).

“Number Talks” is a 5-15 minute classroom conversation around purposefully crafted computation problems that are solved mentally.

Sherry Parrish, “Number Talks: Helping Children Build Mental Math and Computation Strategies, Grades K-5”, Math Solutions, 2010.



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- **Staffing:** Expect to be fully staffed as of November 9, including newly joined Mme Budd (Grade 2, EFI).
- **Internet and Privacy:** Continuation of October meeting discussion on privacy. School and school board use Google apps for education. Grades 3-6 have access to an internal school email account; Grades 7 and above have external access. [Google's privacy policy](#) is international and its education platform is used around the world. Data stored in multiple locations in Canada and U.S.; no data mining/sharing; only data storage.
- **Progress Reports:** First of three reports sent home November 8. Term 1 and Term 2 reports shared later in the year will be more in-depth.
- **Parent-Teacher Interviews:** To take place Thursday November 22 from 5:00-8:00pm and Friday November 23 from 8:00-10:00am. Bookings will be made online. Teachers will have an opportunity to request meetings (phase 1, November 9-13); after that, parents/guardians will be able to request meetings (phase 2, November 14-21). Information will be sent home with more details. Should parents/guardians request a meeting (at any time), teachers must provide an opportunity to meet.
- **WE Day:** 20 Grade 5 students will be attending WE Day in Montreal in February accompanied by Mr Thompson and Ms Corkum; seeking support from School Council to help cover some of the costs.
- **RHPS Clothing:** Now available for purchase [online](#); orders due November 14.

b) Teacher update

Thank yous:

- **Take Me Outside Day:** More volunteers than in previous years contributed to its success.
- **Gloucester Food Cupboard Visit and Food Drive:** Collected 313 items to donate.

Upcoming initiatives:

- **Growing Up Organic:** Three classes (Kindergarten and Grade 1) learned about caring for the soil and preparing seeds for next year
- **Ontario Treaties Recognition Week** (November 5-9)
- **Swim to Survive:** Three groups of Grade 3s have completed course; one group remaining
- **2nd Herd Day** (School Spirit Day) (November 14): All students assigned to one of six "herds", named after a breed of cow and a colour. Topic: Resilience
- **Triple Ball:** At lunchtime for Grades 4-5
- **Arts performances:** Brazilian percussion workshop in January for Grades 4-5; Celtic Rathskallions to perform for whole school
- **Intramural yoga program:** For Grades 1-5 in January and February

4. COMMITTEE UPDATES

a) Communications Committee (Update in [Annex 1](#))



b) Fundraising Committee (Update in [Annex 2](#))

Upcoming Event: Spaghetti Dinner (Thursday November 22) and **Book Fair** (Wednesday November 21-Friday November 23)

- More details in the fundraising update below.
- School Council to purchase additional tables and cash boxes in advance of event, if possible.
- **Volunteer Request:**
 - The **book fair** is run by volunteers and we would love your help! Email **Leslie** at rhopcfundraising@gmail.com for more information.
 - If you are interested in helping out at the **Spaghetti Dinner**, or baking a treat for our potluck dessert table, please contact **Margaret** at rhopcfundraising@gmail.com.

Fun Fair: Committee to begin booking vendors for spring Fun Fair.

c) Greening Committee (update provided in absentia)

- **Possible battery recycling initiative:** Raw Materials Company, based near Toronto, are involved in the Ontario Schools Battery Recycling Challenge. The company would deliver the proper receptacles at the school free of charge.
- They are accepting 200 applications. Applications require approval from both School Council and the Principal.
- Committee was asked to clarify additional details regarding the initiative, including whether the company would transport receptacles to and from the school and how often receptacles would be collected.

5. BUDGET (Report in [Annex 3](#))

- Council to receive a \$500 grant from OCDSB to support Council activities.
- Government of Ontario has put on hold the PRO grant program. School Council's application for \$1,000 to support Council-led activities has not been included this year's budget estimate.

6. DISCUSSION: OUTDOOR CLASSROOM; PRIVACY AND TECHNOLOGY

- Privacy and Technology discussion covered during Principal's report (see section 3a above)

Outdoor classroom:

- Vibrant discussion on how School Council could help encourage outdoor education in a way that would be used by teachers and students. Discussion to be continued at a future meeting.
- School receives an annual grant (\$1500) from the province to support outdoor education; this budget and more is used by the school for outdoor learning activities.
- Ideas discussed for investment by school council included: additional outdoor physical education equipment, travelling classroom supplies (such as backpacks, clipboards, magnifying glasses), picnic tables for the front of the school, and a low stage for the kinder yard.
- Members agreed that investments could not at this time include significant physical structures.



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- School representatives agreed to think further on what might be most useful and provide feedback to School Council.
- School Council may explore developing a survey for teachers to seek views on potential investments (Sarah MacGregor and Tamara Taub volunteered to lead).

7. ROUNDTABLE

Government of Ontario's [Consultation on Education in Ontario](#):

- Another telephone town hall has been added for Ottawa on November 27 at 12:00-1:30pm. Participants are asked to register [online](#). If you can't make it to the one for the Ottawa region, participants call into another one on a date that suits better. Preference is for choosing one for a nearby area. For example, there are three sessions for eastern Ontario: November 16 at 12pm; November 22 at 6:30pm; and December 3 at 6:30pm.
- You can also provide your input through the Ministry's [online submission form](#) or complete this [survey](#) before the consultation closing date: December 15, 2018.

Reminder Next School Council Meeting: Will exceptionally held on December 6, 2018

Meeting adjourned



ANNEX 1

Communications Committee Update – October 11-November 8, 2018

1. Transition to new name and contact info for Council:

- Transition has gone smoothly. Twitter name change was seamless.
- Old email accounts (both main Council Gmail and Fundraising Gmail) are automatically forwarding any incoming mail to the new accounts.
- Anyone who emails the old accounts (again, both) receives an auto-reply providing them with the new email address and letting them know their email has been automatically forwarded.
- Council Bulletin Board: Big poster up for 2-3 weeks announcing new Council name and contact.
- New contact info has been provided in all weekly updates and in Oct. monthly newsletter.
- Remaining action item: Update full version of our logo with our name (to change name from *Parent* to *School Council*). Donna to request update from the volunteer who designed our logo.

2. Weekly and Monthly Communications:

- Refocusing weekly updates on upcoming items of interest & events only (to make them briefer), with important dates summarized at top.
- Other info (event recaps and profits, volunteer thank you messages, meeting outcomes, etc.) will be reported in the monthly newsletter only, not the weekly updates.

3. Council annual report:

- Council annual report for last year (2017-18) was submitted to Principal Thompson and the School Board at the end of October, as required.
- Report covered:
 - Names of last year's elected Council executives and members,
 - Key accomplishments during the year (both fundraising activities and funding initiatives),
 - Top-line financial results (starting and closing balances, funds raised, and funds spent).

4. School Council web pages:

- Council will soon have the ability to update the School Council web pages on the Robert Hopkins school website ourselves.
- First, a web training session, conducted by the Board, is required. Several members of the Council Communications team (Donna, Leslie, and Sarah) will receive that training this week.
- Details on planned web page updates to follow at next meeting.

5. Upcoming communications:

- Promote Book Fair & Spaghetti Dinner in Weekly Updates, Monthly Newsletter, Twitter and Bulletin Board
- Communicate Fresh from the Farm delivery date once known [in Weekly Update]
- Report on recent fundraisers (event recap & financial results for Glow Run, financial results of Fresh from the Farm, Ottawa Food Bank Tornado \$ raised by community & matched by Council) [in Monthly Newsletter]



ANNEX 2

Fundraising Committee Update – November 8, 2018

Members: Margaret Rose, Stephanie Reid, Jamie McCallum, Leslie Gregory, Jancey Wallace, Tamara Taub, Sarah MacGregor, Danielle Armengaud, Jen Lowe

Email Contact: rhopcfundraising@gmail.com

Popcorn Day

- Next popcorn dates are confirmed as follows:

November 16th	March 22nd
December 14th	April 26th
January 18th	May 17th
February 22nd	June 21st

Fresh From the Farm

- Successful fundraiser: Sold a total of 48 Bundle As and 25 bundle Bs, yielding a profit of \$418.20.
- In future years, sharing a flyer in the neighbourhood to encourage more community support.
- Vegetable delivery date is still TBC. Fresh From the Farm will provide no less than 10 days notice. Produce must be distributed the same day. **If you can help** bundle vegetables and/or distribute, please email **Jamie** at rhopcfundraising@gmail.com.

Glow Run

- Glow run was once again a huge success. Big thank yous to Stephanie Reid for organizing a safe, fun, family-friendly evening and the Coldrey Family for the music and light show. Thanks also to Chris Lavergne at K6 Media for bibs and signage, and Councillor Tim Tierney for glow gear.
- Wonderful to see those happy faces crossing the finish line and dancing it out with their friends.
- \$970 was raised before expenses. Update to follow once expenses have been paid out.

Spaghetti Dinner and Book Fair

Annual Scholastic Book Fair

- Will be held at the RHPS library on November 21-23! Students will have opportunities to preview and purchase items during school hours; families are invited to visit November 22-23 during parent interviews and Family Spaghetti Dinner! See our **letter to families** below.
- **Volunteer Request:** Email **Leslie** at rhopcfundraising@gmail.com for more information.

Spaghetti Dinner

- Council and East Side Mario's will host our fourth annual Family Spaghetti Dinner on Thursday, November 22 from 5:30-7:00pm. Tickets are just \$10 for adults and \$5 for kids -- why cook dinner on parent-teacher interview night? Register through **School Cash Online** today!
- **Volunteer Request:** If you are interested in helping out at the **Spaghetti Dinner**, or baking a treat for our potluck dessert table, please contact **Margaret** at rhopcfundraising@gmail.com.



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Jimmy Meets... Neighbourhood Series Books

- Buy David M. Handelman's Jimmy Meets... books at the special price of \$13 for one, \$25 for any two, \$35 for all three. \$1 from each book sold will be donated to Council.
- These wonderful picture books follow the adventures of a boy exploring his neighbourhood (which is our neighbourhood!) through the eyes of the animals he meets in his yard.
- Available through [School Cash Online](#), or cash purchase at the Spaghetti Dinner and Book Fair.

New Gmail Address

- In an effort to remain consistent in our messaging as Robert Hopkins School Council, the fundraising committee gmail will now be rhopcfundraising@gmail.com.

Scholastic Book Fair Letter to Families

November 6, 2018

Dear families,

The annual Scholastic Book Fair is coming soon to the RHPS library! We invite your entire family to participate by purchasing the latest and greatest in children's books. Your support of this literary event will help add books and resources to our library and classrooms.

You'll find hundreds of quality books at the book fair with a wide assortment for all reading levels. A Book Fair Highlights flyer will be sent home with your child(ren) that provides a preview of only a few of the many books available to purchase at the fair. The flyer also contains a special Family Event Draw ballot that you can deposit during our Family Book Fair Night. You could win \$50 in books – \$25 for your family plus \$25 for your child's classroom! You can find an electronic version of the flyer as well as information on the exciting titles Scholastic is offering this year at

http://www.scholastic.ca/bookfairs/images/2018-fall/news/BR_F18_JrNews_Enchanted_June2018.pdf

Book Fair Schedule:

Wednesday, Nov. 21 8:30am-2:30pm Student preview day

Thursday, Nov. 22 8:30am-2:30pm Student purchase day

4:30-7:30pm Family Book Fair Night! in tandem with parent interviews & Spaghetti Dinner

Friday, Nov. 23 7:30-10:30am in tandem with parent interviews

Methods of Payment: Debit, cash, cheque (payable to Robert Hopkins Public School), Visa, MasterCard, American Express are all accepted.

Call for Volunteers: Do you or someone in your family have a couple of hours to spare to help out? We are in need of parent volunteers and would love your help! We are happy to schedule so as to accommodate parent interviews and dinner. Email Leslie at rhopcfundraising@gmail.com.

Mark your calendar and please join us! Thank you, in advance, for your support and for believing in and promoting the impact of reading on your child's future.

Thank you!



ANNEX 3

Treasurer's Report

Reporting Period: October 2-31

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

Financial Update

1. Opening Balance: **\$8,799.75**
2. Income Received: **\$1482.00**
 - a. Fresh From the Farm – Oct 2 onwards:¹ **\$372.00**
 - b. Popcorn - October: **\$140.00**
 - c. Glow Run (SCO):² **\$690.00**
 - d. Glow Run (Cash):² **\$280.00**
3. Expenses Paid: - **\$1,750.12**
 - a. Popcorn Expenses: - **\$316.40**
 - b. Welcome BBQ Expenses:³ - **\$726.38**
 - c. Fresh From the Farm Expenses: - **\$628.29**
 - d. Wintergreen Learning Materials:⁴ - **\$79.05**
4. Closing Balance: **\$8,531.63**

Notes:

¹ Total Fresh from the Farm sales **\$1,052.30**, exceeding expectation of \$800 to \$1000.

² Total Glow Run income of **\$970.00** does not include Square purchases. Last year total income was ~\$1040.

³ Welcome BBQ was budgeted for \$800, so we came slightly under.

⁴ Unknown expense, investigating if this was a school expense charged to wrong account.