

Castor Valley Elementary School Council Meeting 2024



#4(Virtual): Thursday January 18th,
6:30pm



MINUTES

Attendance: 22

#	Voting Members (12)	Sep	Oct	Nov	Jan	Feb	Apr	May
1.	Meagan Keaney-Morgan Co-Chair	✓	✓	✓	✓			
2.	Kimberly Stone Co-Chair		✓	✓	✓			
3.	Erin Lowe Co-Secretary	✓	✓	✓	✓			
4.	Hayley Buchanan Co-Secretary	✓	✓	✓	✓			
5.	Melanie Streng Co-Treasurer	✓		✓	✓			
6.	Cassi Nadon Co-Treasurer	✓	✓	✓	✓			
7.	Brandi Zebrak	✓		✓	✓			
8.	Kirsten Appleyard	✓		✓	✓			
9.	Victoria Rintoul	✓	✓	✓				
10.	Anu Joseph	✓		✓	✓			
11.	Vero Ielo	✓			✓			
12.	Jancey Harper	✓	✓		✓			
13.	Nat Elliot	✓	✓	✓	✓			
14.	Trish Bezaire	✓	✓	✓				
15.	Jenni Bell	✓	✓	✓				
16.								
17.								
18.								
19.								
20.								
21.								
22.								
	Quorum = (50%+1) = 9							

#	Non-Voting Members	Sep	Oct	Nov	Jan	Feb	Apr	May
1	Deanna Ellerton	✓		✓	✓			
2	Amy Marques		✓					
3	Raylene Black							
4	Alicia Caswell				✓			
5	Kathryn King							
6	Gloria Mackie							
7	Lizzy Low							
8	Elli Kapsalis	✓						
9	Karen Percy	✓						
10	Khalid El Aggan				✓			
11								
12								

#	Non Registered Attendees	Sep	Oct	Nov	Jan	Mar	Apr	May
1	Marcia Graham	✓						
2	Jodi Sooley	✓	✓					
3	Jodi Forest	✓	✓					
4	Julia Demidenko	✓	✓					
5	Carolina Suarez	✓			✓			
6	Steven Winters	✓		✓				
7	Nadine Springett				✓			
8	Heather Scharf				✓			
9	Andrea Van Ryckeghem		✓	✓				
10	Kathryn Hughes		✓	✓				
11	Aline Breton (Lions Club)				✓			

12	Kanksha (second name not provided)				✓			
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#	Staff		Sept	Oct	Nov	Jan	Feb	Apr	May
1	Tracy Snarr	Principal	✓		✓	✓			
2	Angie Bickmore	Teacher	✓	✓					
3	Nicole Forget	Teacher			✓	✓			
4	Chris Mott	Teacher			✓				
5	Suzanne D'eon	Vice Principal		✓					
6									
7									
8									

1. Welcome and Attendance/Quorum [Kim Stone]

- Keep mics muted unless it is your opportunity to speak
- Please use the Chat Function to ask questions during the meeting and/or raise your hand to ask questions
- Voting - we will be using the raise hand function for voting
- Ensuring you do not have any other programs running on your device, may help with any potential connectivity issues
- If screen name different than registered name, please enter in chat

2. Call for New Business [Kim Stone]

- Change of signing authority for council bank account

3. Approval of January Agenda [Kim Stone]

[CVESC 202324 Agenda - Jan 18](#)

- Motion to Approve: Brandi Zebrak Second: Meagan Keaney-Morgan

4. Approval of November Minutes [Kim Stone]

[CVESC Nov 16th 2023 #3 Meeting Minutes](#)

- Motion to Approve: Kirsten Appleyard Second: Brandi Zebrak

5. Greely Lions Club Presentation [Aline Breton]

- Mission is to improve well being of communities and support those in need
- Looking to assist with fundraising project with Castor Valley
- Some suggestions are interactive experiences - Luv to Groove, Scientists in the School, garden program
- We will send our “wish list” and the Lions will get back to us - Kim Stone, Meagan Keaney and Tracy Snarr will decide on which ones we will propose

6. Voting Membership Change [Erin Lowe]

- Three individuals volunteered for voting positions at the beginning of the year, however have missed 3 consecutive meetings. Per the Self Nomination form “ For purposes of achieving quorum and in order to ensure an effective Council, any voting member is deemed to have resigned their position if they are absent for three (3) consecutive Council meetings.”
- For recording purposes, the following members have been removed from voting membership : Khalid El Aggan, Heather Botsford McMillan, Adam Clarke.
- Quorum has been adjusted for these resignations.

7. Teacher Rep Input [Nicole Forget]

- Intermediate Volleyball boys team competed in OCDSB finals on Jan 17th, finished top 8
- The School Ambassador program is starting a canned food drive, likely early Feb. Also considering Valentine's day baking for a local shelter
- Grade 8s are having two winter leadership camps
- Grade 8s participated in a pencil crayon workshop with artist Amy Talbot; also a story writing workshop with Tim Holmes
- Grade 8s participated in moon rover workshop
- Grade 6-8 skiing days are coming up
- Primary grades are enjoying the winter weather

8. Principal, Teaching & Support Staff Report [Tracy Snarr]

January 2024 PRINCIPAL REPORT TO COUNCIL

- Carnavale Week - Feb 12th, details to come
- School improvement planning is underway - used for academics and wellness, coming up with focuses for the future
- 80-90% of students at CVES are achieving or surpassing reading and writing provincial standards
- EQAO results indicate Grade 3 math going well, not as well in Grade 6, and so working on how to improve
- Focus for French literacy is speaking - student to student, student to teacher etc.
- Focus for math - numbers and operations to solve practical math problems K-8
- Administration is working on allowing students from different cultures to feel seen and heard. Working with the school board's equity team.
- Multi-faith prayer room has been instituted.
- Muslim Student Association has been discussed and will be coming.
- Planning for 2024-2025 - planning and projecting for staffing and enrollment start in February. Encourage anyone that knows they are coming to CVES to apply NOW. Waiting can cause under-staffing and irregular routines for those students
- Kindergarten Information Night Jan 31st, information for parents.
- Student transfer period is end of Jan until Feb 9th. However, CVES is zero-cap (we are over capacity and therefore will not accept transfers).
- 3D printer - technician will be coming to the school to show teachers how to use it.

9. Treasurer's Report/Financial Update [Melanie Streng]

- Fundraising projections are on track for where we expected at this time.
- Food program - projected profit 10K, currently sitting at about 11k.
- Christmas Shopping day - projected profit \$1200.00, came around \$1100.00.
- Movie nights - under projections - projected \$1000.00, came in at \$350.00 for the first one.
- School improvement planning is underway

- Bonus food programs (pizza days) will make up for lower profits from movie night.
- Classroom resource funds have not been fully dispersed. Tracy will remind the staff that they can use school CC so that they can purchase something without their personal CC. Budget was frozen at the end of 2023, now has been updated.
- Ad hoc - not much has been spent so far.
- Previously approved budget - \$8600.00 expense budget for Fun Night, profit projection of \$8000.00. After additional ad hoc requests, decreased expense budget to \$5000.00 for Fun Night so \$3600.00 was transferred to ad hoc. We did not change profit projections.
- Signing authority change - add Kim Stone and keep Brandi Zebrak on as well. Motion to Approve: Meagan Keaney-Morgan Second: Brandi Zebrak.

10. Co-Chair Report/Fundraising Committee Update [Meagan Keaney-Morgan]

- Hot Lunch Program - Brandi Zebrak - proposal for additional pizza lunches. Added 2 more pizza days for juniors and seniors each, approx. \$1400.00 in profit. Need to ensure we have enough volunteers.
- Proposition for Mad Radish lunch program, Brandi is discussing with the restaurant.
- Spring hot lunch - looking to add additional pizza days and possibly Mad Radish options.
- Brandi will finalize with vendors.
- Tracy suggested that primary have pizza day on Friday and on another day as many leave for sports and other activities.
- Candy Grams - coming for Valentine's Day - will make sure every student gets at least one. Ambassadors will be assisting.
- Freezie Fridays - coming in June.
- Plantables - starting in April.
- Discussion for upcoming retirement gift for Jen Reed. There is money in the budget set aside. Nat Elliot volunteered to work on something.
- One other Movie Night is coming up.
- Bringing back Talent Fest - Meagan has been in touch with previous organizers to get details. Date will be Tues, May 7th. Auditions will be held to ensure appropriate content.
- **will need a large volunteer component.**
- A poster contest will be running as well.
- Canteen will be run as well.

11. Co-Chair Report [Kim Stone]

- Grad committee - \$600 from council, 8 parents are working to plan the party on June 25th at Metcalfe Golf Course.
- Working on fundraising to bring down the cost per student.
- Grad Parent Committee asking Council for input on how the council money should be spent - council will let the committee decide on best use of the funds, no objections.
- Fun Night - proposal to move the date due to conflict with community dance school. Proposal is to move from June 12th to June 6th. No deposits have been paid out at this time, so will not lose any money at this time.
- Consider moving to late May in the future so hopefully won't conflict with other community events.
- There were no objections from the attendees on moving the date of Fun Night to **JUNE 6th.**
- Proposal for a parent's night out - possibly for next year. Large community event off school property for fundraising.
- Kim will be in touch with the local golf course to see what may be available.
- Proposal for Educator Recognition - ongoing recognition for staff for contributions to the school. Discussion is ongoing for the nomination process.. Motion proposed to add a \$100 budget for staff recognition. Approved by Meagna Keaney-Morgan Second: Brandi Zebrak. Vote carried.

12. Inclusive, Safe and Caring School Committee [Tracy Snarr]

- PIC grant - Jodi Sooley has booked a cyber security director to come to talk to parents about online topics - security, social media etc. Students in grade 6-8 may also attend with parents. Thursday Feb 29th in the evening.
- Jodi is looking for another interactive opportunity.

13. Adjournment [Kim Stone]

Meeting Adjourned: 8:00pm

Next Council Meeting: Feb 22nd, 2024 at 6:30pm (virtual)