



Record of Decision - 2013-10-03

1. Welcome and Attendance: Juniper Hayes, Janet Patch, Nancy Lebrun, Susan Woodhouse, Kevin Gilmore, Donata Leuenberger, Jacquie Fildes, Cameron Stotts, Eamonn Stinson O’Gorman, Andrew Solomon, Miriam Halevy, Allison Lamothe, Corrie Hamilton, Lori Stinson, Cathy Bryson, Andrea d’Entremont, Daniel Chamberlain

Regrets: Debbie Aufleger, Hana Bland, George Gao, Connie Hamilton Jesso, Nicky Romain
2. Approval of the Record of Decision for Sept. 26, 2013 Meeting – motion to approve minutes passed
3. a) Voices Report
 - Recent and upcoming events
 - i. Leadership Camp Oct. 10 and 11th
 - ii. Link crew Grade 9 Social Oct. 17th
 - iii. Halloween Movie night Oct. 25th; canned food fundraiser for charity
 - iv. Grade 9 job shadow day Nov. 6th
 - v. Craft Fair Nov. 16th – volunteering
 - vi. Parade of Lights Nov. 30th theme, “Charlie Brown Christmas”
 - vii. Christmas tree decorating at Chateau Laurier
- b) Teacher’s Report
 - Leadership Camp with 62 students and 5 staff taking place at YMCA in Dunrobin
 - Cappies play “Midsummer Night's Dream” taking place Feb. 26th to Mar. 1st
 - Librarian Marlene McRae is drawing up a proposal for dispersements to present in December
 - The CW website has now been updated to reflect links to yearbook
- c) Principal’s Report
 - Parents should expect to receive information pages on any event happening outside of school hours. There are other sources to receive the information such as the website and telephone messaging. If there are concerns regarding information not being received please contact Kevin Gilmore
 - Teacher costs for excursions are covered in the fees.

- There is a 30 hour famine planned for Oct. 25th which does overlap with Halloween movie night.
- There will be a PD day on Oct. 11th with a focus on our school improvement plan. There is a 4SI project which involves enriched lesson plans to provide time for teachers to work on strategies.
- The final staff #'s are complete and there are vacancies that will be filled. Class changes may yet occur to reflect this.
- The time clock for the gym is not up yet due to gym wall maintenance. Funds are set aside for the clock and a decision will be made as to where it will be placed.
- Letters of achievement (progress reports) will be going out Oct. 15th
- The fall Academic Ceremony (giving awards for previous year) is scheduled for Oct. 29th from 08:15-09:15 to accommodate parental attendance before the work day begins.
- Photo retake day will be Oct. 28th
- Parent Teacher interviews will be Oct. 24th

d) Chair's Report

- OCASC (Ottawa Carleton Assembly of School Councils) Executive Officer Michelle Giroux sends regular communications with newsletters and information links to the parent council chair. Susan will forward to all council members.
- There is an upcoming Parent Council training day on Oct. 5th at Gloucester H.S. that anyone can attend if interested. Susan will be attending and reporting back at the next Council meeting.
- There will be a Parent Council booth set up at the upcoming Parent Teacher interviews.

e) Treasurer's Report

- Draft budget provided to council members by Donata.

MOTION: To approve the budget as provided with a profit of \$1,194.69

Moved by: Donata Luenenberger

Seconded by: Nancy Lebrun

CARRIED

- Signing authorities are now complete for TD bank with Susan, Donata, and Juniper
- Donata now has a bank card to expedite transactions for "deposit only"
- Discussion about whether volunteers who take on making purchases for Council approved purchases would be able to get the money 'up front' and return unused money and receipts to the Treasurer. It was suggested that, in order to ensure that people who didn't have the financial resources to 'front' the money would still be able to take on leadership roles, this option should be made available

MOTION: Advancement of monies to facilitate purchases for budgeted items will be approved by the executive. made available to volunteers upon request and as

Moved by: Miriam Halevy

Seconded by: Juniper Hayes

CARRIED

Cairine Wilson SS Parent Council Record of Decision October 3, 2013

4. Old Business

- a) Vice-Chair role explained and seat remains vacant for now.
- b) Opportunity provided to be a voting member of council with a result of 12 official members making a quorum of 7. (50% + 1 votes required to pass decisions) Final number of voting members to be finalized at November 7th meeting.
- c) Event Champions recruited as follows:
 - i) Relay for Life – Donata Leuenberger
 - ii) Grade 8 Night Feb. 6th – Lori Stinson
 - iii) Craft Fair – Janet Patch
 - iv) Graduation Ceremony – Miriam Halevy
 - v) Lori Stinson offered to maintain a 'bakers' list of parents to call upon from time to time to provide refreshments for special events.
- d) PRO Grant
 - A copy of the application that was submitted by Corrine Davison, Connie Hamilton Jesso and Elizabeth Fetterley has been provided to council. This application indicates the intention towards taking a survey of parents and holding workshops for the parents.
 - Susan to create a survey based on parent council suggestions for distribution at the Parent Teacher interviews on Oct. 24th. Allison Lamothe will assist with this and you can submit your suggestions for the survey/workshops to susan.jan.rae@bell.net

5. Action Items

- Craft Fair scheduled for Nov. 16th with Janet Patch as event champion
- As of today there are 86 out of 109 tables booked
- Kitchen lead –Debbie Aufleger
- Link crew to assist set-up
- Voices to assist in the kitchen for volunteer hours
- Volunteer sign-up sheet for various jobs circulated (chilli cook, clean up, signage)
- Questions or assistance can be communicated to Janet at patchworks@rogers.com

6. New Business

- John Shea school board trustee will be in attendance at next council meeting.

7. Adjournment: 21:00