



**École Maple
Elementary School**
School Advisory Council

Meeting Minutes – September 28, 2022, 6:30 PM

Present: Derek Gilchrist, Shannon Dionne, Tammy Hardy, Julia Stroud, Claudia Maley, Allyson Archer, Goldie Brigden, Laura van Staaldouin, Shayla Bradley, Kathleen Dorsey, Mandi MacDonald, Jill Wilson, Pavel Graymason, Christine Innocente, Dan Shaver, Emily Edwards, Stefani Occhipinti, Kayley Miller, Allison Brehm, Christie, Eva, Keri Chiasson, Manjit Singh-Graham, Sonja Taylor, Matt Bradley, Matt, Mandy Weaver.

Admin: Lani Fox, Margot Panet

1. Call to order – G. Brigden

2. Acknowledgement of Territory – L. Fox

- Goldie adjusted the agenda. We will start with elections by Lani Fox

3. Elections- L. Fox

The process of elections was explained. Welcomed those who are here who will not be part of the elections.

Parts of the Bylaws were reviewed, and suggested we have the Bylaws available at each meeting

The description of each position was read.

- Lani addressed those joining virtually that they email Lani and Margot for voting

- There were two candidates for Chair: Mandy McKinnon, Goldie Bridgen

- Mandy – virtually shared some thoughts

- Goldie – in person – shared some thoughts

- Lani asked if there were nominations from the floor. There were none.

- Those present were to vote
- Lani explained the vice-chair description. Do we want to put this forward as a vote for two co-chairs?
- Christine I. – process correction with regards to vice-chairs vs chair and co-chair. Ask the candidates.
- Lani - Do we want to go ahead and vote for chair and a vice chair? Or move forward to put names forward as two co-chairs.
- Mandy – co-chair is an option
- Goldie – co-chair would be excellent
- Sharing the responsibility as co-chair
- Consensus seems to be two co-chairs
- Goldie B. and Mandy M. - congratulations – co-chairs
- Secretary – description read by Lani
- Laura V. – only nomination
- Laura – congratulations - secretary
- Treasurer description read by Lani
- ? Binkley – self nomination
- Alison –self nomination
- The candidates do not need to be present
- Alison – virtually shared some thoughts
- * We will defer the vote for treasurer until the October meeting and the candidates will be contacted to discuss the role.
- Fundraising and communication description read by Lani
- Christine I. expressed that they were two positions. In Bylaws it indicates they are one. Shayla added that in the Bylaws, they can be two separate positions
- Shannon Dionne, Dan Shaver, Emily Edwards – nominations for Fundraising

- Emily E. shared her thoughts, and is happy to work as part of a team
- Dan shared his thoughts, and is happy to work as part of a team
- Shannon – shared her thoughts, and is happy to work as part of a team
- Do we want to break it down further?
- Sonia - nomination for communication position Sonia – virtually shared her thoughts
- Vote for Fundraising Coordinator
- Volunteer Coordinator – position
- D. Gilgrist – would like to be a general volunteer
- Discussion around the table with Kailey Miller, Shannon, Emily, Dan, Sonia about how to share/split up positions
- Lani – read description of Volunteer Coordinator
- Dan is interested in the volunteer coordinator position
- Shannon is withdrawing from Fundraiser Coordinator. In October meeting, Fundraising Coordinator will become two roles
- Emily E. - Fundraiser Coordinator position – congratulations
- Sonia T.– Communications Coordinator - congratulations
- Nominations from the floor for Volunteer Coordinator? None
- Dan S. – Volunteer Coordinator – congratulations
- Julia Stroud and Stephanie Occhipinti. – Kinder reps
- Shayla and Kailey Miller and Melissa Duggan (not present)– primary. Since Melissa is not present, we will defer the vote to the October meeting
- Keri Chiasson and Christine Innocente – junior reps
- Indigenous Rep - Lani shared description.
- Tanya Pourchez (Maniard), Henrik and Hovaughn’s mother (name) - Neither are present. We will defer the vote to the October meeting

- Lani suggested that the council review the Bylaws this year

Congratulations and thanks were expressed to all volunteers.

4. Approval of agenda

- Motion Emily Edwards
- Seconded Mandy

5. Minutes approval

- Will be updated with Principals report

G. Brigden thanked all volunteers who were able to attend the coffee clubs and Sonya and Kayley for cleaning the coolers for the food sharing project.

Kayley asked for information on how the food sharing project functions in the event of a school closing. S. Bradely shared that during the pandemic the food sharing project volunteer delivered food.

6. Admin report – L. Fox

- Please see appendix

Oct 3 open house

- Care providers – can put out a call to action on social media to help families find before after care (K. Miller)

7. Teachers Report – K. Dorsey

- Introduced herself to the group . She has been a teacher at EMES for 10 years
- As a teacher representative she will share activities from the staff perspective.
- Expressed that this year feels like this year really hit the ground running, and staff are really empowered by the return to normal activities.

8. Determining next meeting date–

The third Tuesday of the month is proposed 18th of Oct, 22nd Nov , 17th Jan. These dates take in to account the monthly board meetings and PIC meeting dates.

Next meeting Oct 18th 2022, 6:30 PM

9. Nominations for non-voting committee positions

PIC Representative – One Representative of EMES to the Parent Involvement committee, providing a voice for our school at that table. Ministry mandated role and voting representative brings board level issues from the school to the PIC meeting. The PIC is also looking for a co-chair to come into a learning position. Next meeting will be Next Thursday at 6 at the board office. Catered at 5:30 PM. First meeting back in person. All are welcome and encouraged to attend. Director Burra will be at the first meeting to meet parents and answer questions. A link for the virtual access to the meeting will be available on the board calendar –

C. Innocente – will serve in this role

Safe and caring schools – jointly run by SAC and the School and student representatives. A parent from the community to participate in a committee to maintain a safe and caring school. In previous years the committee looked at the code of conduct and the dress code. The committee is also joined by the safety officer for the school.

- Vacant for now

Safe transit committee –

School, city, public health, and community come together to address safe transit. Got a crossing guard at Jasmine and St. Martha. Not a formal committee but a coming together of liked meetings. Perhaps an all call for a subcommittee.

Outdoor improvement committee – Previously fundraising dollars were directed towards the outdoor improvement project. This committee will be established after we establish our priorities.

Community representatives – KMFRC, Boys and Girls Club have been previously involved in SAC and will attend

All candidates meeting hosted at school for school board trustees – need to book the space for the meetings through the community use of schools. Monday the 17th of October

Next meeting we will have introductions.

C. Innocente raised the issue of child minding (baby sitter course and first aid and offer volunteer hours)

- two volunteers Stefani Occhipinti and Claudia Maley's kids will come to help for the next meeting

10. Adjournment 8:21 PM

Administration Report: September 22, 2022

The care and commitment of the staff at Ecole Maple as well as the patience and support of our families and school community is so strongly evident in all our interactions, conversations and observations throughout the building. This is a strong group of educators. We are happy to share that we have had a wonderful, albeit busy, start to the school year. The vibe in the building has been positive and we look forward to a successful year ahead.

School and Staffing Information

- Total enrolment 810 students, due to numerous student transfers and new registrations over the summer we gained a class in our English track which required the school to be re-organized in the first few weeks of school. A challenging time for both staff, students and families to manage the emotions that change brings.
- We value strong communication with our community and continue to send weekly Family updates by email through School Messenger App as well as on our Twitter account
- Staff worked diligently to quickly establish communication methods with families and work on routines and have been spending time investing in their relationships with students and beginning with their assessments, and getting students engaged in learning.
- Open House on Oct 3rd will provide families with an opportunity to see their child's classroom, meet staff and share a sense of community.
- Focus has been on building community and supporting health and wellness of our students.
- Advocated for additional STEA support to capture student needs that were new to our building. We have a very strong group of returned and newer Educational Assistants in our building who are essential in supporting student success.
- Empower has started with our SST Kathryn Bates, and intensive literacy support program for students in our building who were selected based on a very prescriptive screening process.
- Before and After Care programs are up and successfully running with waitlists

Student Life and Activity

- Staff and students have shown great excitement to initiate and participate in school teams, clubs and leadership opportunities: Soccer teams, Running Club, Lunch Helpers, Food Sharing Program, Esports, Video Announcements, Bus Patroller program.
- Invested in 300 Lexia licences for primary division for literacy gap-closing

Limestone District School Board

Limestone District School Board is situated on traditional territories of the Anishinaabe & Haudenosaunee.

- Terry Fox assembly kicked off our campaign – wonderful to gather as a whole school and generate energy. Students very keen to remind Admin of their commitments to the fundraising campaign: ice bucket, silly string and being duct taped to the wall as well a top secret reveal if student reach their biggest goal of \$14,000. Event will be on Oct 11th
- Coming Up: Orange Shirt Day- Awareness of Indigenous Students sent to Residential Schools

Facility and Budget

- Outdoor learning spaces are being accessed by students at recess time as well as staff. Staff are eager to engage in discussion about the use of the storage sheds – some purchasing may be necessary for outdoor equipment
- Funds have been allocated for the purchase of new carpets for Kinder and Primary classrooms
- Rejuvenation of our Maker Space and Library area – orders have been placed for items that will enable classes to engage again in maker space exploration with input from staff – leadership and initiative shown by staff members to seek out staff input and set up a schedule that includes both maker space and library time.
- Gym Equipment – expressed as a need from staff. We have completed an inventory and will be placing a larger order to ensure age-appropriate equipment is available for all divisions

2022-23 School Staff	
Principal: Lani Fox	Vice Principals: Emily Stephen & Margot Panet
French Immersion	
JK/SK	Heather McNaughton & Angela Pottier ECE
JK/SK	Jennifer Zirpolo & Manon Sauve-Leroux ECE
JK/SK	Carly Sullivan & Tracey Matheson ECE
JK/SK	Kelly Scott & Erin Bond ECE
JK/SK	Dominique Turcotte & Christina Prescott ECE
Grade 1	Caroline Demarais
Grade 1	Madeleine Prins-Gervais
Grade 1	Chantal Olsechuk
Grade 1 / 2	Camile Hanlan
Grade 2	Meaghan Fairbairn/Amy Bishop
Grade 2	Kim Bailey/Ashley Cooper Mc Donough
Grade 2	Louise Adam
Grade 3	Natalie Trevors
Grade 3	Gillianne Mundell
Grade 3 / 4	Cassidy Pilutti
Grade 4	Michelle Hegarty
Grade 4	Kathleen Dorsey
Grade 5	Evan Hulse
Grade 5/6	Flavia Ferrero
Grade 6	Nicole Mawson
Student Support Teacher	Meaghan Fairbairn 0.25
Student Support Teacher	Margot Panet 0.25
Planning Time – French	Susan Sidorchuck
Planning Time – French	Amy Bishop
English to Immersion - Kinder	Amber Murray
English to Immersion - Primary	Kait Rainey-Strathy
English to Immersion - Junior	Maggie Bailey

Caretaking Team	
Sean Cockeran -Head Caretaker Kyle Guittard-Shift Lead Hand PM	PM: Tyler Wistead

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English		
JK/SK	Miranda Hein & Jay Melbourne ECE	
JK/SK	Leah Toffolon & Wanda Silver ECE	
JK/SK	Breanna Hurteau	
Grade 1/2	Amy Smith	
Grade 1	Tanya Sparks	
Grade 2	Jane Panter	
Grade 2	Lisa Angelo	
Grade 2/3	Joan Young	
Grade 3	Roxanne Salvary	
Grade 3/4	Sophie Vollick	
Grade 4	Beena John	
Grade 4/5	Shana Cassista	
Grade 5	Dianna Edmondson	
Grade 5/6	Matthew McCormac	
Grade 6	Ryan Hofer	
Grade 6	Lisa Barton	
Core French	Susan Sidorchuk	
Core French	Matthew Saunders	
English to FI/Planning Time	Kim Searson	
Student Support Teacher	Kathryn Bates	
School to Community	Jessica Abraham	
Student Support Counsellor	Laura King	
Educational Assistants		
Chantal Gosselin	Tina Superville	Alexandra Draper
Hailey McLaren	Jasmine Coulger	Melissa Robertson
Melissa Halliday	Cindy Cameron	Sandy Almeida
Main Office		
TBA	Lisa Wright - Assistant Office Administrator	
Office Administrator	Meghan Uzenko - Assistant Office Administrator	

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**We're Putting
Wellness First**



**We're Turning
Innovation into Action**



**We're Committed
to Collaboration**

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