



OTTAWA-CARLETON
DISTRICT SCHOOL BOARD

13 February 2009

Ms. Jacqueline McKenzie
School Council Chair
Goulbourn Middle School

Dear Ms. McKenzie,

Re: 2008-2009 PARENTS REACHING OUT GRANTS FOR SCHOOL COUNCILS

On behalf of the Board of Trustees and staff at the Ottawa-Carleton District School Board, we congratulate your school council for a successful application under the 2008-2009 Ministry of Education Parents Reaching Out (PRO) grant program. We were pleased to see so many excellent applications submitted by the hardworking and enthusiastic parents on our school councils.

Enclosed with this letter is a cheque for the funding approved by the Ministry for your school council's project. In accordance with Ministry guidelines, please keep in mind the following deadlines:

- By 30 September 2009 – All school council projects must be completed and all funds must be spent.
- By 30 October 2009 – All school councils must complete the Ministry's reporting back form through the online submission process at <http://education.factorial.ca>. A copy of this final report back, with the original invoices and expense records, must be provided to the Ottawa-Carleton District School Board to the attention of Cheryle Watson, Policy Analyst.

Should you have any questions about your grant, please contact Cheryle by e-mail at cheryle.watson@ocdsb.ca or by telephone at 613-596-8253.

Thank you for your continued commitment and ongoing work to engage parents in your school community. We wish you every success with the implementation of your project and acknowledge the many benefits it will provide to your school community.

Sincerely,

Lyall M. Thomson
Director of Education/Secretary of the Board

Lynn Scott
Chair of the Board

cc: Lynn Scott, Trustee, Zone 1
Walter Piovesan, Superintendent of Instruction
Chantal Racine, Principal

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Tel: (613) 721-1820 Fax: (613) 820-6968 24-Hour Automated Information Line (613) 596-8222 Web Site: www.ocdsb.ca

From:  PRO@ontario.ca

June 11, 2009 11:00:56 AM 

Subject: PRO School Council Report Back Process 2008-2009

To:  **Chantal Racine**

Dear School Council Grant Recipient and Principals,

This is to inform you of the Report Back process required for the Parents Reaching Out (PRO) Grants for School Councils for 2008-2009. If the individual who submitted the PRO grant application is no longer with the school council, please forward these instructions to the individual who will be completing the report back form. Outlined below are the timelines and instructions to access the Report Back form.

PRO projects are to be completed by September 30, 2009.

The Report Back form is to be completed online on or before October 30, 2009. Please note that this form is currently available on line, and may be submitted as soon as the project has been completed.

Instructions for the Report Back Process:

1. School councils can access the Report Back form by going to the following link
<http://education.factorial.ca>
2. To complete the report, individuals will be required to enter the email and password used at the time of the initial grant application.
3. Individuals who are unable to access the Report Back form or who have forgotten the password used during the application process can receive technical assistance by clicking on the following link to fill out their issue:
http://iotraining.factorial.ca/ex/ex_Apppage.jsp?token=GgoHTQYYY1ldRxE%3D
4. After logging in, the individual should click on the Report icon and complete the form.
5. When the Report Back form has been completed, three copies are to be printed: the first for the school council file, the second copy for the principal's file and the third copy to be submitted together with receipts to the school board.

Thank you for your participation in the Parents Reaching Out School Council grant process.

Sharon Stuckless, Manager
Parent Engagement Office



OTTAWA-CARLETON
DISTRICT SCHOOL BOARD

28 October 2008

Goulbourn Middle School
Ms. Jacqueline McKenzie
School Council Chair

**RE: Parent Engagement Funds for School Councils and
Appreciation Reception - 20 November 2008**

The Ontario Parent Involvement Policy was developed in 2006 to improve student achievement and public confidence in education by enhancing school council and school communications with parents, by strengthening the parent voice at the board level, and by reaching out to parents who find involvement more challenging. Once again, the Ministry has made funds available to the Ottawa-Carleton District School Board and school councils to support our efforts at the regional and local levels.

As part of this initiative, school councils are entitled to \$500 each for the 2008-2009 school year to support parent engagement and communication in their school communities. I am pleased to include your school council's cheque with this letter. These funds must be spent by August 31, 2009 and must be included in your school council's annual report and financial statements for 2008-2009. To support parent involvement, the money could be used to cover workshops, guest speakers, translation, school barbeques or other social events, or resources, such as newsletters and books. For more ideas, please visit our website at www.ocdsb.ca and click on the link to the Parental Involvement Policy.

Also enclosed please find an invitation to an Appreciation Reception to be held on Thursday, November 20, 2008. This reception is being held in appreciation of your leadership and support you provide to your school community as a council member. Please share this invitation with your school council colleagues. Chair Lynn Scott, the Board of Trustees and I look forward to the opportunity to personally extend our thanks.

Should you have any further questions or require any additional information, I invite you to contact Cheryle Watson at cheryle.watson@ocdsb.ca or at 613-596-8253.

Sincerely,

Lyall M. Thomson
Director of Education/Secretary of the Board

cc Ms. Lynn Scott, Trustee, Zone 1, OCDSB
Mr. Walter Piovesan, Superintendent
Ms. Chantal Racine, Principal

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**Goulbourn Middle School Council
Income Statement
As at February 27 2008⁹**

	Opening Balance	\$38,861.07	
Add Revenues:			
Health Bar		\$2,629.00	
OCDSB - Donation		0.00	
Deposit Interest		0.00	
Service Charge Reversals		4.95	\$2,633.95
		Subtotal	\$41,495.02
Less Expenses:			
NSF Charges		10.00	
Returned Cheques		95.25	
Bank Charges		13.59	
Dairy Queen		0.00	
Milk		7,850.57	
Pizza		1,366.18	
Subway		0.00	
Health Bar Refunds		0.00	
Grade 8 Graduation		0.00	
Needs Assessment		0.00	
GMS - Parent Involvement		0.00	
GMS - Grade Eight Pizza		0.00	
GMS - Health Bar Supplies		0.00	9,335.59
	As at January 31, 2008⁹	Total	\$32,159.43

February

GMS COUNCIL MINUTES

JANUARY 27, 2009

PRESENT:

Keith Dysart
Chris Noxon
John Harvey

Kristin Ryan
Cyndy Graham
Angela Slobodian

Chantal Racine
Sue Ethier
Jacqueline McKenzie

1. Keith **opened the meeting** as Jacqueline acted as secretary (Sue sent her regrets). Motion to approve agenda. Kristin motioned, Cyndy seconded. **Motion approved.**

2. Motion to approve November 08 minutes.

Kristin motioned, Keith seconded. **Motion approved.**

3. Principal's Report:

- 1) Happy New Year to everyone
- 2) Staff has partnered with Rideau Valley Middle School to share and co-plan differentiated instruction. This is adaptive teaching a full range of skills within a classroom. To date, 7 GMS and 6 RVMS teachers have met with two literacy coaches. Three more sessions are planned between now and June.
- 3) There is an LFI information night on Thursday
- 4) Three ski days are coming up in February and March
- 5) Family day on February 16th and a PD day on the 13th will make a long nice long weekend.
- 6) A practice lockdown will take place in March with Police presence
- 7) There was a school evacuation last week when a basketball hit a faulty sensor. As it happened on one of the coldest days of the year, it brought some things to light – the need for thermal blankets being one example. The kids were GREAT!

Student Agenda

The school is looking for feedback on the agenda currently being used (or not) by students in the school. It is a pricey item (~\$10 per) to purchase and not all of the costs are recouped. The staff is willing to pay the difference but was wondering if there was a less expensive alternative. Some of the options that were looked at were pre-ordering them, producing it in-house and/or adding one to the list of requested items for the beginning of the school year. It was suggested that an on-line survey be done to see what parents wanted.

4. Teacher's Report:

Not Available

It was suggested that the teachers be asked to send a report to the meeting to be read until a rep can be identified.

5. Treasurer's Report:

The financial statements were available but there was no report as Karen had sent her regrets.

The milk invoices have yet to be paid. Jacqueline agreed to look into why this week.

6. Health Bar:

The sink in the Health Bar room should be installed at March Break.

We are considering adding Popcorn to the choices. There are concerns about mess in the classrooms so we will look at adding it after March Break as the weather warms up..

7. OCASC:

No report at this time.

8. Previous Business:

Band / Music Program / Fundraising

Some parents had reacted to a note that was sent home to parents by Mrs. Crawford. The main concern was about funds raised by the Band Boosters being used to off-set the cost of a school trip to the NAC. Chantal indicated that funds had already been redirected from another area to cover the cost overrun so this issue was quickly resolved.

Discussion at that point became centered on the music program and fundraising in general.

A band trip was discussed and all parties expressed the same frustration of not knowing what was happening. While there is support for the idea of the band doing something together, the expectation is that it will be a scaled-down version of what has happened in the past. A proposal needs to be submitted to Chantal for approval. As of yet, no such proposal had been submitted.

There is definitely still support of a music program at GMS. As was discussed in September, we are in a transition period and so things are evolving - more slowly than some of us would like but progress is being made.

Other questions (with no answers as of yet) that were raised include:

When fundraising is done by the Band Boosters, does that mean the money is used only for band activities? Or does it continue to support the music program, in general?

Where is the accountability for funds raised by the Band Boosters? How much money is raised and what is it used for? Who decides how that money is spent?

Should we as a school community allow fundraising to be done for specific 'pockets' within the school (band, sports teams, drama club)? Or should we be doing general fundraising and distribute money where staff feel the greatest need is?

Should we continue to 'credit' students who participate in fundraisers? What about those students who are unable to participate due to circumstances beyond their control?

9. John motioned to adjourn, Kristin seconded. **Meeting adjourned at 8:25 pm.**

Next Meeting: FEBRUARY 24, 2009