



SPENCER AVENUE SCHOOL COUNCIL

Meeting Minutes

Date: Tuesday, November 14th, 2017
Time: 6:30 PM
Location: Spencer Ave. Library

Parent Attendees

Cari Mistry	Bonnie Gerrits	Narius Mistry	Gillian Prieur
Jennifer Hunt	Charlotte Rivoire	Kristine May	Todd Taylor
Tricia Barrett	Laurie Taylor	Jannah Bender	

Staff Attendees

Dianna Secord	Jaime Wouters
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1. Greetings & Welcome

Cari called meeting to order at 6:35pm

2. Approval of October 2017 Minutes

October meeting minutes were distributed via email prior to the meeting. No further corrections/edits noted.

Motion to approve September Council Meeting Minutes by Jennifer Hunt and seconded by Laurie Taylor
Motion carried.

ACTION ITEM: Gillian to send final approved minutes to Lisa for posting on school website.

3. Principal's Report

Progress Reports

Progress reports will be going home on Thursday, November 16th.

Parents are reminded that they will need their child's OEN number to be able to book parent/teacher interview online.

Communication to school community

Dianna noted that a lot more parents are using our website and it is receiving a lot of positive feedback.

Starting in January, the main mechanism for communication from the school will move away from the monthly newsletter format and will instead be posted on the website as soon as possible. This will help address the time sensitivity of some items that, when communicated via newsletter, are often too late or with little warning prior to a deadline. The website is constantly live and is the best tool to use to ensure timeliness of current news and information. This change will be announced in the December newsletter. Dianna has requested the support of council to encourage the use of the website by parents and guardians.



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Council offered suggestions in ways to help announce this change:

- Include a sticker in the agenda with a reminder to now check website and/or app for news and updates.
- Include the URL for the app with any school communication going forward.

Playground Committee update

The playground committee (consisting of administration, staff and parents) attended greening workshop last week. This was our next step in the overall playground process. Presentation was very informative. Karen Atkin, principal lead of the environment and greening projects for the board, and a consultant from Evergreen were there to help in planning process for new playgrounds. They showed examples and walked through process to get playground built. Because we already have \$17K raised in our playground fund, Dianna expects a smooth and quick start with the consultant.

The next step will be in the next 2 weeks for the consultant to come to the school with maps/layouts. They will spend approximately 2 hours completing the assessment included some time observing the kids will playing on property.

Dianna referenced the School Ground Greening Workbook, which can be found on the school website for additional information.

A question was posed if there was any implication from the recently revised playground policy. Dianna confirmed that there is no impact.

Jackie Irwin, former lead for the Council Playground Committee sent a request, via Cari, looking for a new lead to take over the committee. Dianna confirmed that with the committee that she is leading that is joint staff and parents, that there is no immediate need to replace the council committee lead. There will likely be need for subsequent committees for specific aspects of the playground project going forward and those will be addressed as they are needed.

ACTION ITEM: Cari to ask Jackie for the playground committee list and forward to Dianna.

4. Treasurer's Report

Narius distributed October Financial report (Attachment A)

Financial report highlights

- Estimated Oct balance of \$7430
- Waiting on dividend cheque for Fundscrip, so not yet reflected in revenue
- Lorrie Wren (absent) sent update that she is still tracking down \$1K contribution from RBC, action still outstanding.



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School Safe

The safe has a \$300 allocation in our budget, however any safe with a drop slot is more in the \$1000 price range. We will continue to try and source a safe with drop slot for nearer the budget amount, potentially looking at 2nd hand opportunities. If not successful in sourcing one within budget, we may need to come back with a proposal for additional funds.

5. Chair's Report

Christmas Fair

Cari has sent out an email to all parents who expressed an interest in volunteering.

Jannah volunteered to do bake sale coordination. Cari confirmed that 2 volunteers were already running with the bake sale and then provided a volunteer sign-up sheet with specific tasks/areas of interests still requiring volunteers. The following areas were noted as still requiring volunteers:

- Carnival games. If no parent volunteers over the next couple of days, then Bonnie can help get the supplies needed for the games and Jaime can help with coordination of the games during the event.
- Overall volunteer coordinator for the event.
- Walk around characters – looking for any contacts or leads. Dianna indicated she may have a lead and she will look into this item.

Cari is advertising on social media for vendors and volunteers as well as through her own contacts. So far 10 vendors, out of 20 available spots, have shown interest. So far, we are heavy on services, so looking to find additional handmade vendors. She will give it another 48 hours before sending out contracts for signature. Jaime indicated she has a contact for a vendor for wood signs and will reach out to them.

The event has been added to calendar and permit requested. Tables were requested but unfortunately the request was denied due to too many other requests already submitted for the same timeframe.

There was discussion on the need for a Santa and the consensus was that it would be a welcome part of the event. We are likely too late in the year to hire one of the town Santas and discussed the possibility of getting a volunteer to dress in either a donated Santa suit or potentially purchasing a Santa suit for council.

ACTION ITEM: Narius to inquire with Theatre Orangeville if they have a Santa Suit that can be loaned.

ACTION ITEM: Cari to follow up with Todd who is looking into a potential Santa volunteer that he knows with a possibility of trading his volunteer time for a booth/table at the event.



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There was discussion around locking in future dates for the events. Consensus was early December is a good timeframe, but noted we should try to coordinate with Princess Margaret so that we are not on the same day again.

ACTION ITEM: Cari to contact Chair at Princess Margaret help in establishing date for next year's event.

6. Discussion on advertising/communicating fundraising progress.

Ideas for communication were identified in three areas:

- Digital communication: In line with the direction of the school to move to predominantly online communication, we will look to add a "council corner" type communication to the school website to track fundraising progress.
- Print communication: In addition, a monthly council newsletter will be going home with each Fundscrip order and overall updates to fundraising progress will be included there.
- Visual communication: Looking for some type of visual banner for the school lobby area to communicate fundraising progress. Cari suggested using Vista Print. Details of this still to be finalized.

The first step, before embarking on any communication is to ensure we have clearly stated our fundraising goal for the year which needs to include engaging the kids in the decision making towards what we are trying to build. It is expecting to be January when we are ready to formalize the communication of fundraising progress to the school community.

The Learning Foundation was noted again as a tool for making donations directly to the school to receive a tax receipt. How to access The Learning Foundation should be included in future fundraising communications.

Cari noted a pamphlet that was used by another school (Brisbane) with their playground upgrade that can we can leverage when creating our own communication.

7. Spencer Ave Speed Limit

Todd Taylor presented information regarding Spencer Avenue School Safety and Traffic Patterns (Attachment B)

The purpose of his presentation was to communicate to council concerns that he has raised around the speed limit around the school and the impact to children's safety. It was noted that this is not a School or Board related issue and the presentation as being made for parent awareness only.



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The issue became predominant when the East end of Spencer Ave was open to through traffic. This increased the volume of cars using the street to pass through the neighbourhood. Currently, only the block directly adjacent to the school is a 40 km/h zone and it is not yet deemed a school safety zone.

Potential solutions were evaluated and the only 2 viable options determined were to reduce the speed limit to 40 km/h from B-line to Riddell and to create a school safety zone and/or to increase police presence.

Next steps: Todd is proceeding with proposing to apply for a school safety zone and a 40 km/h speed limit for the entire street. He will be creating a petition and will post it on community pages (Spencer Ave parents FB and Settler's Creek site). His intention is to present to council in December or January.

8. Updates on Projects

- Spring Fair – select date & establish committee
 - Last year was on Thursday, May 4th.
 - Consider May 4th or 5th or Thursday, May 24th for this year and the sub-committee can discuss and provide recommendation.
 - Several people volunteered for the Spring Fair at the first meeting, but the committee needs a lead.

ACTION ITEM: Gillian to send out email to Spring Fair committee to get a lead.

 - Inflatables? Previously not allowed by the Board. Is there any flexibility with this, i.e. a slide instead of a castle?

ACTION ITEM: Dianna to verify the Board policy.
- Movie Night Debrief & select date for next one
 - Next movie night date was chosen for January 25th (Thursday night before Jan PA day)
- Fundscrip – October orders debrief
 - Cari sent out newsletter this week for next round of orders.
 - Cari will be reaching out to those who volunteered to help with Fundscrip and/or helping with distribution. Discussion around the timing of the next order and consensus was reached for end of January/beginning of February and then end of each month after that.
 - To date, approximately \$1000 has been raised via Fundscrip

9. October Action Items

All open action items from previous meetings were reviewed and status updated as follows:

- Gillian to send final approved minutes to Lisa for posting on school website (Gillian) - *closed*



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- Playground Sub-Committee chair will reach out to parents who signed up as volunteers for the committee to see if any are interested in joining Dianna's Playground Committee (Jackie) - *closed*
- Update by-laws with approved amendments (Cari) – ***remains open***
- Add Dec 2nd Christmas Fair to school calendar (Dianna) - *closed*
- Submit permit for gym 8:00am – 3:00pm and the Friday night prior for Christmas Fair setup (Dianna) - *closed*
- Place order for 40 tables with Board (Dianna) - *closed*
- Look to see if any pre-existing blurb/wording available that can be used for communicating the Learning Foundation to the school community (Dianna) – *closed*
- Send list of student volunteers who have signed up for food days to Dianna (Bonnie) - *closed*

10. New Business Arising / Future Topics:

Food Days

Next round of food orders to go out in December so no disruption in food schedule.

It was noted that the student helpers are amazing and definitely helping to reduce the need of parent volunteers, but they need some guidance/instruction on food handling.

ACTION ITEM: Cari to schedule a meeting with students to review the guidelines/best practices for food distribution. Although this was noted as predominantly a requirement for pizza day, it was determined that all food day student volunteers should receive the same information session. Cari will also create and post a handout to be provided to the volunteers and posted in the school.

Proposed agenda items for November meeting

None noted.

Next Meeting

Tuesday, December 12th @ 6:30

Adjourn

Cari adjourned meeting at 8:20pm

Minutes recorded by GP.



SPENCER AVENUE SCHOOL COUNCIL

Attachment A

SPENCER AVENUE SCHOOL COUNCIL OCTOBER FINANCIAL STATEMENT

Opening Balance Oct 1, 2017 \$30,413.70

<u>Account</u>	<u>Notes</u>	<u>Credits</u>	<u>Debits</u>
Playground			
Playground 2017			\$10,139.42
Playground 2016 Allocation			\$7,110.58
Total Playground			(\$17,250.00)

Available Opening Balance Oct 1, 2017 \$13,163.70

Income Oct 2017			
FundScrip - Oct		\$14,560.00	
Mabel's Labels		\$53.59	
Lunch Orders - Oct		\$439.00	
Movie Night - Oct		\$585.10	
Total Income			\$15,637.69

Expenses Oct 2017 - Actualized			
FundScrip - Oct		\$14,560.00	
Miscellaneous council spend - Stationery		\$22.60	
Ink Cartridge		\$50.00	
Lunch - Terra Cotta Cookies		\$131.26	
Quest for Cakes - Pasta 1		\$356.25	
Quest for Cakes - Pasta 2		\$315.00	
Booster Juice - Oct		\$987.50	
Movie Night - Oct		\$405.88	
Total Expenses - Actualized			(\$16,828.49)

Available Balance Oct 31, 2017 \$11,982.90

Expenses Oct 2017 - Forecasted			
Lunch - Terra Cotta Cookies	<i>Forecasted Invoices</i>	\$262.50	
Lunch - Quest for Cakes	<i>Forecasted Invoices</i>	\$1,342.50	
Lunch - Booster Juice	<i>Forecasted Invoices</i>	\$987.50	
Lunch - Pita Pit	<i>Forecasted Invoices</i>	\$1,500.00	
Coffee Cups- 1 time year spend	<i>Allocated Sept. meeting</i>	\$100.00	
Safe for Council Money	<i>Allocated Sept. meeting</i>	\$300.00	
Coffee/Snacks for J.C.Meeting	<i>Allocated Sept. meeting</i>	\$50.00	
Total Expenses - Forecasted			\$(4,542.50)

Estimated Available Balance Oct 31, 2017 \$7,430.40

<u>Account</u>	<u>Notes</u>	<u>Credits</u>	<u>Debits</u>
PIC MONEY		\$500.00	
Forecasted Expenses			
Meet the teacher			\$200.00
Outstanding Balance PIC			\$300.00



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Attachment B

SPENCER AVENUE: SCHOOL SAFETY AND TRAFFIC PATTERNS

Concern:

- Safety of Spencer Avenue children on Spencer Avenue

Specific issues:

- Opening of Spencer at its East End has changed traffic patterns
- Number of cars & the speed in which they travel has increased

Solutions:

- ~~Additional stop signs~~
- ~~Speed bumps~~
- ~~Narrowing the streets in certain spots~~
- Reducing the speed limit to 40 km/h & creating a school safety zone
- Increased police presence

Need:

- Support of School Council + Support movement via social media

Next Steps:

- Create a petition outlining the issue and solution (immediate)
- Link petition to Facebook sites: Spencer Avenue + Settlers Creek (immediate)
- Present issue and proposed solution to town council (late Dec/early January)





ORANGEVILLE POLICE TRAFFIC STOPS: SPENCER AVENUE COMPLAINT MAY 30TH

From: Wayne Kalinski [wayne.kalinski@orangevillepolice.ca]
Sent: August-02-17 2:40 PM
To: Todd Taylor
Cc: Jo Anne Soper
Subject: Rvi Spencer Ave

EMAIL EXCHANGE WITH OPS →

Hi Todd

I would like to update you regarding Spencer Avenue. Could you please let me know a good time tomorrow to have a telephone conversation. Thanks, Wayne



Wayne Kalinski

Chief of Police
Orangeville Police Service
360 C Line Orangeville, ON L9W 3Z8
519-941-2522 ext 2205



COMMUNITY POLICED

Proudly serving Orangeville since 1854

OF TICKETS ISSUED



#RM1700201	Org	Traffic enforcement	2017/01/09 07:29
#RM17001491	Org	Traffic enforcement	2017/05/31 21:40
#RM17001504	Org	Traffic enforcement	2017/06/06 23:05
#RM17001508	Org	Traffic enforcement	2017/06/09 10:20
#RM17001677	Org	Traffic enforcement	2017/06/16 19:25
#RM17001901	Org	Traffic enforcement	2017/07/18 20:09
#RM17001902	Org	Traffic enforcement	2017/07/18 20:15
#RM17001907	Org	Traffic enforcement	2017/07/18 21:03
#RM17001936	Org	Traffic enforcement	2017/07/13 21:03
#RM17002033	Org	Traffic enforcement	2017/07/25 08:05
#RM17002052	Org	Traffic enforcement	2017/07/25 19:17
#RM17002054	Org	Traffic enforcement	2017/07/25 19:21
#RM17002067	Org	Traffic enforcement	2017/07/25 20:40
#RM17002127	Org	Traffic enforcement	2017/07/26 11:04
#RM17002146	Org	Traffic enforcement	2017/07/27 20:20
#RM17002172	Org	Traffic enforcement	2017/07/28 07:12
#RM17002173	Org	Traffic enforcement	2017/07/28 15:15
#RM17002174	Org	Traffic enforcement	2017/07/28 16:10

From: Laura Todhunter
Sent: Wednesday, August 02, 2017 11:06 AM
To: Wayne Kalinski
Cc: David McLagan
Subject: Spencer Ave

Good Day Chief,

I took a look at all the charges laid in regards to Spencer Ave. Since January 31, 2017 there were 18 charges laid. 17 of those charges were laid after the complaint that came in on May 30, 2017.

26 out of the 28 charges laid were in regards to speeding, the other 2 charges were in relation to adult drive motor vehicle, no currently validated permit (RM17-1681, RM17-1677). I attached a screen shot of the occurrences for your reference.

Please let me know if there is anything further needed.



Laura Todhunter

Records / Data Entry Clerk #403
Record Services
Orangeville Police Service
519-941-2522



Solving Spencer's speed problem

TODD TAYLOR
@TODDTAYLOR70



Over the past year, no street in Orangeville has changed its traffic patterns more than Spencer Avenue. Earlier this year, the east end of Spencer was opened up to Riddell. The opening of the street was always a part of the long-term plan. It is of no surprise to the residents on Spencer that the road is now a convenient thoroughway. Nor would anyone be amazed that traffic has increased. What is astonishing is the way in which the route is now treated like a mini-speedway.

I think anytime an individual decides that there is a problem within the community they live, there are immediate decisions that must be made. The most pressing decision is simply "should I get involved with the solution to this issue?" I often see people concerned about an issue via local social media outlets. Often times folks simply offer negative comments online with the hope that someone will respond and solve. I decided that the Settlers Creek traffic problem bothered me enough that I should indeed act. I am pleased to share that I have learned much through this process and my interactions with the police, town staff, and council were all positive experiences.

My first phone call was to Orangeville's very knowledgeable Director of Public Works, Doug Jones. I wanted Mr. Jones' help to fully understand what could be done to help make the issues in Settlers Creek more palatable. Mr. Jones shared with me that my phone call was "not an uncommon concern". There are many

areas in town that have traffic concerns currently, including Elizabeth Street, Madison Avenue, and First/Ford Streets. As I talked further with Mr. Jones, I quickly realized that if Public Works acted on every traffic concern our town would have traffic signs at every intersection. The question becomes "what can be done that is reasonable?" Most of us in town have never had formal training on traffic calming, yet the vast majority would certainly have opinions on how to make things better. Solutions that have been offered include additional stop signs, speed bumps, narrowing the streets in certain spots, reducing the speed limit to 40 km/h, and increased police presence.

Doug Jones patiently took the time to further educate me on the role of stop signs. According to the Highway Traffic Act, four-way stops are for roads that have similar traffic patterns. In the case of Settlers Creek, Spencer Avenue may actually support stop signs based on its number of cars. The issue is that the intersecting streets (Sherwood and Abbey) do not have enough traffic on them to support a stop sign. Imagine yourself traveling on a road that has a four-way stop with no traffic coming the other way. The human condition simply says that eventually the vast majority of drivers will simply roll through the stop sign and not solve the excessive speed issue. Doug Jones further shared that the town needs through streets to allow traffic to move at a reasonable pace. No one (myself included) wants to stop at every

intersection as they drive through town. Spencer Avenue needs to do its part as a through street.

I asked Mr. Jones about the installation of speed bumps. I have since learned that speed bumps do indeed slow people down. Unfortunately, they also inhibit our police, fire, and ambulance services. In addition, any speed bumps installed would need to be removed each winter. The high volume of snow that Orangeville receives means that roadways must be free to plough November through April each year. Lastly, in a town under the thumb of oppressive taxes, we should all be aware that the cost of one speed bump is an additional \$1,000.

If speed bumps will not solve the issue, then perhaps making the entire street a 40 km/h zone would be palatable? Mr. Jones shared that in order to move traffic at a reasonable pace, through streets such as Spencer should be 50 km/h. In front of Spencer Avenue Public School, there already are signs that clearly state a speed limit of 40 km/h. There are no other signs on the street that state a speed limit. This has caused confusion. Is the speed limit on Spencer 40 or 50 km/h? Orangeville Police Staff Sergeant Lindsay White has since worked with the town to ensure that another sign is installed identifying that a motorist is leaving the 40 km/h zone. Personally, I believe the solution is to make the entire street a community safety zone with an enforced speed

of 40 km/h. Mr. Jones advised me that the only way to implement this change would be to have town council address the issue at a future meeting.

I decided to contact Councillor Scott Wilson to ensure that I fully understood what steps I would need to take to have the speed on Spencer Avenue addressed. The ever-helpful Councillor returned my query the same day. I would simply need to send a letter or delegation (or petition) to council asking that they consider changing the street's speed limit. Town staff (led by Doug Jones) would then be asked to provide a report and recommendation.

In the meantime, Staff Sergeant Dan Maloney has been quite helpful with increasing police presence in the area. The information received from the portable speed radar units and the police themselves will be reviewed by the town. Chief Wayne Kalinski took time out of his busy schedule to personally call me and share the actions police have taken. Chief Kalinski stated that 20 charges of speeding were laid over a short period of time.

Soon the new school year will be upon us. It would be a shame to have something devastating happen to a young person walking to school. In the next few months, we may have a more permanent solution for the area. In the meantime, please slow down.

Source: Orangeville Citizen August 17, 2017