



Executive Meeting December 12, 2017

Present: Nancy Akehurst, Chris Goodsir, Margaret Elson, John Grochot, Jacquelin Hodgson, Kelly Mills, Saul Mogelonsky, Judy Soifer, Leif Walther

Regrets: Melodie Gondek, Lana Lotan, Angela Scavone

1. Welcome, Call to Order
The meeting was called to order at 5:24 p.m. by Nancy
2. Appointment of Chair/Anti-Harassment Officer
Jacquelin was the anti-harassment officer.
3. Indigenous Lands Statement/Pledge/Anti-Harassment Statement
Read or deemed read.
4. Approval of Agenda.
Added: 8. e) Approval of Staff Bursary
Moved by Kelly, seconded by Leif
BIRT the agenda be approved as amended.
Carried.
5. Approval of Minutes
The minutes from November 14, 2017 were adopted as presented.
6. Report from Provincial Office
Written report from Cindy.
Highlights:
 - Draft P/PM 161 *Supporting Children and Students with Prevalent Medical Conditions in Schools* mentions all staff working with the student population possessing prevalent medical conditions must be trained prior to planned implementation in September 2018. This would include school office staff.
7. Business Arising from the Minutes

November 2017 Action Items

Action Item	Action to be Taken	Responsibility Of	Target Date
Approved minutes	Post to website	Margaret	COMPLETED
Computer	Purchase	Kelly	COMPLETED
ESPecially Yours articles	Send to Margaret	Judy / Lana / Leif / Melodie / Nancy / Saul	COMPLETED
Reports for executive meeting	Submit	Judy / Kelly / Lana Leif / Nancy	COMPLETED
MSEF	Finalize for approval	Nancy	COMPLETED
Post-secondary scholarship	Finalize for approval	Nancy	COMPLETED
AMPA delegation	Finalize	Nancy	Ongoing



Member Engagement funds	2045 application for a Card and Game night May 4	Nancy	COMPLETED
Escape Room and dinner	Organize	Jacque/Judy	Ongoing

a. Role of Vice President

- Deferred to February
- Role of Treasurer in January

b. Post-Secondary Scholarship

Moved by Kelly, seconded by Jacquelin

BIRT the ESP executive approve the terms of the ESP Post-Secondary Bursary for implementation in January 2018.

Carried.

- The application form will be posted to the website and put into the ESP Policies and Procedures manual. Nancy will send an email to members.

c. Member Support Emergency Fund

Moved by Leif, seconded by Judy

BIRT the ESP executive approve the revised ESP Member Support Emergency Fund Application Form for implementation in January 2018.

Carried.

- The application form will be posted to the website and put into the ESP Policies and Procedures manual. Nancy will send an email to members.

d. November PD Day

- Joint D25/OCDSB workshop scheduled for November 24 was very successful
- Could possibly offer another workshop on the February PD day

8. New Business

a. AMPA delegation

- Jacquie, Judy, Kelly, Leif, Margaret, Nancy, Saul wish to attend; John does not wish to attend
- Nancy will confirm with Angela, Lana, Melanie whether they wish to attend
- Room and President's Dinner requests are due ASAP

b. New Computer for Treasurer

- Nancy purchased the computer
- Kelly will purchase an extended warranty and McAfee anti-virus software

c. Member Engagement

- 2045 application for up to \$2,500 has been approved
- It will be on the agenda in January for further planning
- Invitation to go out mid-April with request for RSVP

d. Approval of MSEF

A funding request in the amount of \$350 was approved by the MSEF committee.

e. Approval of Staff Bursary

Moved by Kelly, seconded by John

BIRT the ESP executive approve a \$100 bursary as recommended by the bursary committee.

Carried.

9. President's Report

Written report.

Highlights:

- Cindy Dubue and Jack Jones, along with Nancy, Cheryl Cavell, Jean Trant and Richard Brown came to meet with members at 133 Greenbank but only 3 members came
- More consultation coming on adding school council finances to SchoolCash

10. Chief Negotiator's Report

Written report.



Highlights:

- CBC Regionals are February 2-3, 2018
- Would like a member from OSTA to go
- Deadline for registration is December 20, 2017

11. Senior Executive Officers Report

a. Vice-President's Report

- No report.

b. Treasurer's Report

- Kelly's written report was inadvertently omitted from the package. Nancy will send it electronically.
- There is approximately an extra \$6,000 in district assistance as a calculation error was discovered

c. Health and Safety Officer Report

- No report.

d. Educational Services Officer Report

- The PD Committee wants to make a trip to Colonel By Secondary School on February 16, 2018
- We will confirm exactly who is attending and request a half day release from Nancy

12. Executive Officer Reports

Jacquie

- ODLIC elections will take place in February 2018
- Sue Rab is running for president
- Cheryl Cavell is running for secretary

13. Adjournment

The meeting was adjourned at 6:58 p.m.

Next executive meeting
Tuesday, January 9, 2018 at 5:00 p.m.
Location –9 Corvus Court

Summary of Action Items from December 2017 executive meeting

Action Item	Action to be Taken	Responsibility Of	Target Date
AMPA Room/Dinner requests	Inform Nancy	All AMPA delegates	ASAP
Extended warranty/McAfee	Purchase	Kelly	ASAP
Approved minutes	Post to website	Margaret	ASAP
AMPA delegation	Confirm with Angela, Lana, Melodie	Nancy	ASAP
Treasurers report	Send	Nancy	ASAP
Reports for executive meeting	Submit	Judy / Kelly / Lana Leif / Nancy	January 8, 2018
MSEF	Post to website/Add to Policies and Procedures	Margaret	January executive meeting
MSEF	Email members	Nancy	January executive meeting
Post-secondary bursary	Post to website/Add to Policies and Procedures	Margaret	January executive meeting
Post-secondary bursary	Email members	Nancy	January executive meeting
Card and Game night	Add to agenda and discuss	Nancy	January executive meeting
Escape Room and dinner	Plan	Jacquie/Judy	February executive meeting

