

**Date:** Monday, January 13, 2025

**Time:** 6pm

**Location:** Library, Castlemore Public School

## 1. Attendees

- **Chairperson:** Wayne Spencer (Vice Principal) Leeanne Hoover-Joy (Principal)
- **Executives:** Jessy Wong, Alice Su, Sharon Shih, Supriyo Majumdar
- **Others (in-person):** Kelly Lo, Anita Huang, Mahlena (virtual)

## 2. Principal's Report

- **Key Updates:**
  - ☐ Took out \$2000 for primary literacy items and supplemented with school funds
  - ☐ Purchased four robotics kits for students (two with school funds, two with school council funds)
  - ☐ PRO Grant won't be used towards Standing in the Doorway initiative, which is already covered.
- **Actions:**
  - ☐ Principal profile needs to be submitted by EOW
  - ☐ Ms. Hoover-Joy to send review kindergarten wish list and share with execs
  - ☐ Ms. Hoover-Joy to ask teachers to put together wish list of items such as board games, indoor activities, etc. so council can request donations by February 15
  - ☐ Ms. Hoover-Joy to encourage teachers to plan field trips
  - ☐ Ms. Hoover-Joy to connect with Alice and Jessy regarding expert speakers on technology and mental health (see [Ongoing Business section](#) below)

## 3. Treasurer's Report

- **Budget Overview:** Exact amount TBD once school lunch expenses are paid to vendors.
- **Actions:** N/A

## 4. Other Action Items

*Action items in blue below are carried over from the last meeting. New action items in black.*

- ☐ Council to review teacher wish lists and prioritize spend; also request donations from families in a newsletter.
- ☐ Council to create a December newsletter. → **Newsletter was created in December, but not sent out to families.**

## 5. New Business & Ideas

- Work on Fun Fair planning in the new year
- Winter engagement ideas for January / February 2025:
  - Gym drop-in, movie night, math night - do these have high engagement?
  - Secondhand marketplace for families to bring in gently used toys, books, clothing etc. Give one, take one idea. Or have families donate to sell for fundraising.
  - “Family Care Night” or similar marketplace idea and have parents/teachers with specialized skills (nail painting, hair cutting, resume reviews, etc.) to donate their skills and time in one night. Kids activities also. Families can do things for free or pay what they can in support of the school.
  - Inter-generational night to bring in grandparents and others family members.
  - Board games and donating night.

## 6. Ongoing Business

- Looking for expert speakers to discuss technology and mental health topics to both families and students at CPS
  - Alice in contact with [Positive Minds](#)
  - Jessy in contact with [Hong Fook Mental Health Association](#)
  - Ms. Hoover-Joy to confirm which speakers are preferred.

## 7. Accomplishments

- School council execs have approved the entire STEM wish list to be purchased.

## 8. Questions and Open Discussion

- N/A

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**Time Adjourned:** 7pm

**Next Meeting Date and Time:** Monday, February 3, 2025 at 6pm

**Signature of Secretary:**

Jessy Wong

**Date Prepared:**

Wednesday, January 15, 2025