

**Meadowbrook Public School Advisory Council (MPSAC)
Meeting Minutes**

Meeting Date: April 8, 2024

Time: 7:00 - 8:00 p.m.

Location: Virtual (via Google Meet – due to eclipse early dismissal)

Monday, April 8 · 19:00 – 20:00

Time zone: America/New_York

Google Meet joining info

Video call link: <https://meet.google.com/kef-brhq-taa>

Minutes recorded by: Devon Searle

In attendance: Linnet Richmond (Principal), Michelle, Sarah, Devon, James, Olena, Lindsey.

Regrets: Phoenix.

	Agenda Item	Decision/ Tabled?	Notes/Follow Up/ Action/Deadline/ Responsibility
	1. Call to Order, Welcome and Land Acknowledgement (Chairs, Admin) -Welcome introduction by Sarah. -Welcome and introductions to new member attending, James.	Meeting called to order at 7:04 p.m. by Sarah Bunker.	
	Admin Report (Linnet) - It is a very busy time, but not a lot of updates to share. -Ms. Branston went on maternity leave, had a baby girl, and is doing well. -It was fortunate that after much recruiting, Meadowbrook was able to hire an experienced French teacher, for Ms. Branston's position,		

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	<p>named. Ms. Kauffman, who has worked with Ms. Richmond in the past, excited to have her, she has a lot of experience in our board and will be a great addition to Meadowbrook. She will be here for the rest of the year.</p> <p>- The staffing process is based on enrollment. Connected to funding. We are a holding school, the largest one for Sharon Public School, which is opening in Sept., losing approximately 110 students. Grade 7 students, currently at Meadowbrook, have been given the option to stay for next year with transportation provided by the Board; however, even if they have sibling in Grade Six, that sibling would have to apply for a transfer to Meadowbrook and transportation would not be provided for the sibling. The current Grade 7 student will automatically be able to stay. We will try to accept as many transfers as possible, but bussing would not accommodate them, because of how board offers funding for bussing.</p> <p>- So far, only have one family has requested their child will return.</p> <p>-These numbers impact staffing. Six teachers will be subject to surplus process at this time, as a result, so the six most recent contract teachers are the ones who will unfortunately be surplussed. French is a protected subject,</p>		

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	<p>unless there are other teachers who can teach French.</p> <p>-In addition to Sharon, there is a new school opening in Aurora and also in Kleinberg. Ms. Richmond always encourages staff to look at what's out there, in case they have a chance to find their 'dream job' so with that in mind, there are always staff moves, so do anticipate some staff moves this year, due to the surplus if nothing else. Some folks have applied to Sharon, because then they would get to go with the students from Meadowbrook. This process is just beginning. Administrators who will be running new school can take a third from their old school with them and then are required to hire from surplus staff, such as the six who will be surplus from Meadowbrook, as well as following the regular hiring process. We will be down to 17 homerooms, however Meadowbrook will maintain the portapack on site, even though could technically house all students in the school. Linnet has had a meeting about this with plant and has a commitment from them, with the noise concerns, we will be working to have all six rooms open in the portapack, with one hopefully used as a calming/breakout room, if possible, for the classes out there as this is an option for the classes in the building.</p>		

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	<p>-House number three, Ms. Bettinelli and Mr. Pichora's room walls in the shared area were painted on March Break and was paid for by Plant services. Measuring for a door on Mr. Pichora's room in an effort to decrease the volume and support a calmer learning environment.</p> <p>- The plan is that this work will then allow the other classrooms to get doors, Linnet is working with Plant, their budget, fire safety concerns to make sure are adhered to, as this process is planned out.</p> <p>-Painted the "green monster," the wall near the music room.</p> <p>-Admin has a wish list of new lockers and new hooks and cubbies. Gradually over the next year, prioritized by where the classes will go. All of this will be funded by Plant and not have to come out of school or Council funds.</p> <p>-Parking lot, kiss n ride improperly marked will be gone soon, but still a lot of difficulty with space. Hard to find a spot to park. Hopefully this situation will alleviate with lesser students, with very little bussing, so hopefully things will get better, will continue to work on improving parking lot congestion.</p> <p>- Staff is working on Zen Den, working on Youth Space, Ms. Shepherd and the Youth Space club has gotten fairy lights, fake fireplace, comfy chairs,</p>		

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	<p>mindful colouring, staff will be taking turns being there when they're not on duty elsewhere. This is space where students can go and talk, if they just need a place to be, can go there, sometimes can struggle to fit in, there's a spot to go, not rowdy, a place for calm, reflection, connection, if you need it. Kids are still working on it, but it is a work in progress and the kids are having a lot of great ideas.</p> <p>-Linnet shared a slide show. Pause to Play is an initiative with York Region Health. Tried last year but just at home and didn't go well. Trying to do differently this year, invited teachers to create initiatives in their own class to pause the screens and be active for health, well being, and social skills. Talked in staff meeting about getting outside, ideas of what they might do.</p> <p>Week of activities that can go home, examples for every day of the week, taking a mindful walk, have a sit spot, be mindful with sense, reconnect. Do a scavenger hunt, play catch. Build a fort in the living room, draw a picture, what can be done as a family away from the screen?</p> <p>The committee is considering an idea where children can contribute to putting their name on a card that indicates what they did, like a soccer ball if they played soccer, music, art, etc. cards can write name on and display around</p>		

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	<p>school – will get student input and see if this is something that will be implemented as a visual recognition of what activities students engage in.</p> <p>The Activity log will be offered but no pressure, because will be done in class, less screen time, more activity time. Prizes, etc. Starts April 22nd. Funding comes from York Region Public Health, can see what they can offset as funding is minimal will fund and hopefully will be able to give an update as it progresses.</p> <p>-Flier: PEAC Symposium is Thursday April 18th, keynote speaker teacher/librarian, Jennifer Casa-Todd. Workshops could be attended, representation could go, digital tools to support family engagement, social worker and run through the board, can share flier. Ideally would like two parents per elementary school to Sheraton Parkway on the April 18th, Linnet will share details.</p>		
	<p>1.Treasurer Report (Olena)</p> <p>-Lauren Malcolm sent bank statement, March 28th balance, so balance of 4,000 requested for the tech cost sharing is not yet listed in there.</p> <p>-Has not paid for March pizza yet, so Feb was 2,800, Kid's Kitchen amount, paid to Kid's Kitchen for bags.</p> <p>-April, May, and June payments from parents</p>		<p>-Michelle and Linnet will reach out and find out what is going on with money from Kid's Kitchen. Michelle will speak with Lauren Malcolm about it to start with.</p>

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	<p>showing, and Mucho Burrito prepaid, so those amounts are yet to come out.</p> <p>-\$32,917.13 is current balance.</p> <p>-Confirm about Kid's Kitchen for next meeting, Action item, Michelle and Linnet will reach out and find out what is going on with money from Kid's Kitchen as the invoicing has been slow and challenging from them.</p> <p>Michelle will speak with Lauren about it to start with to confirm what most recent invoices we have are and how far behind Kids Kitchen is in billing.</p>		
	<p>Budget Items</p> <p>-Tech- order due on the 15th, \$4,000 paid for- spoke with board, voted on by Council by e-vote. The category of the school depends on how much they expect the school to contribute. So Linnet asked them to consider that Meadowbrook is a holding school for Sharon, because this cost-sharing will be supporting us next year, so it's for the community that we will be servicing us in the fall. So they have agreed they will maximize our dollars. So the 4,000 Council allotted, if we purchase 20 Chromebooks, 1:1 for every student in Grades 4-8 kindergarten and Grade 1, three to four per class with option of a cart to sign out per class. Best way to purchase is non-touch screen because less expensive. Don't need it to be touch screen, will purchase 20</p>	<p>-Consensus was reached by all present that current needs presented by school such as the new volleyball poles are critical to school and Council would like to re-allocate funds available to assist in purchasing as many of these items as possible. Olena will go over budget and Council will vote on which items to purchase, and how to re-allocate funds.</p>	<p>-10 weeks left of school.</p> <p>-Olena will calculate the numbers this week, and see what is feasible, and then Sarah will send out a Google Form for Council to vote on allocating the money for wish list and necessary items, and get everything ordered within a week.</p>

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	<p>Chromebooks, Board will match dollars. Will be able to purchase a projector. Every class will have a working projector, and the school will have a spare, exciting news.</p> <p>School's Current Needs</p> <p>-2-4 More iPads. Headphones and adapters for primary classrooms looking at, could 2,200 additional benefit for juniors.</p> <p>-Ropes for volleyball poles \$60</p> <p>-Jerseys - reversible, only have 23 left, and want to get 30-40 \$1200-1500.</p> <p>-One game ball \$100 Soccer balls \$30 each. = \$360</p> <p>-Badminton goggles, before tournament in May - \$160.</p> <p>-Missing gym mats for stage - has to be measured, cost for next year.</p> <p>-Two new volleyball poles - current poles are not safe, won't be able to teach volleyball until fixed. About \$3,000.</p> <p>Total for all above listed needs = \$6,000</p> <p>- request is about \$8,200 combined for tech and athletics.</p> <p>-Wants List:</p>		

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	<p>-Electronic scoreboard - broken- \$660</p> <p>-Nets for volleyball poles - \$100-150</p> <p>-Paint basketball backboards-\$unsure</p> <p>-Replace two end basketball nets and backboards</p> <p>-badminton racket storage system</p> <p>-Broomball sticks</p> <p>-Shotput and weights</p> <p>Good for now, but will hopefully purchase for next year.</p> <p>-Kindergarten team wish list.</p> <p>-Butterflies- can go ahead and purchase Painted Ladies butterflies.</p> <p>-Requested an additional list of items:</p> <p>Containers for caterpillars.</p> <p>Outdoor wagon</p> <p>Bug collectors</p> <p>Jumbo magnifiers</p> <p>clipboards</p> <p>Sidewalk chalk</p> <p>Sand toys</p> <p>Paint brushes</p> <p>Hula hoops</p> <p>Binoculars</p> <p>Animal learning resources</p> <p>Giant dump trucks</p> <p>Funnels Balls (Rubber bouncy balls)</p> <p>Funnels Tuff tray with stand</p> <p>Mesh storage bags for balls and sand toys</p> <p>Giant Lego, seesaw</p> <p>\$700-800 total, requesting.</p>		

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	<p>-Sight words string ups, different letters etc. 1, 2, and K literacy resources, requesting around 1,300.</p> <p>-Math. Cupboard full of math manipulatives but we don't have any bins or buckets, so everything gets messy. Bins and storage for math cupboards would be wonderful, storage bins around \$200.</p> <p>-Library/Literacy - Decodables- books for early years readers. Don't have cost at the moment. At least \$400, ballpark for a small set. That would cover primary and early junior grades, K-4.</p> <p>-We don't know exactly what balance is at the moment, because payments are still coming out and in, so we don't know what the exact amount in the bank balance is. Should be incoming from Kid's Kitchen and Much Burrito because it was just for this month. They still need to be paid. Need to figure out \$\$ to know how much money there is before we can allocate money.</p> <p>Once done, will send out a financial update and an e-vote on requested items</p>		
	<p>Hot Lunch Update (Michelle)</p> <p>-Hot lunches are going well.</p>		

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	-Not much else to update at this time.		
	<p>Fundraising Update - (Sarah)</p> <p>-Plant Sale. At the moment it is too late to do plant sale. Will look at doing a plant sale for next year.</p> <p>-Terra Cotta cookies are another fundraising option- frozen cookies you can bake, however, concern was raised that this would maybe not go well with the bake sale.</p> <p>-Total according to Fundraising Plan we had hoped to give the school was \$19,850.</p> <p>-Scientist in the school was already set aside by Council but not everyone has spent the funds yet, needs to be transferred from that line and what's left so budget can be updated.</p> <p>-\$4,000 for tech has not been spent yet, so is still in total as well, but has been set aside as was voted to give school by Council</p> <p>-Action plan what we need is an updated plan of what is coming out and what is left. Have to make sure we have the money to cover essential school costs like volleyball poles, Council is in agreement that we may need to change budget to reflect these important needs- leaves us with \$5,000 once everything is</p>		<p>-Olena, Sarah, and Michelle to go over numbers and put another Google Form vote out before April deadline.</p> <p>-Olena will connect with Lauren about moving the funds set aside for Scientist in the school so ensure they are saved for classes yet to spend them</p>

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	<p>accounted for, leaves us with \$1,000 for the rest of the stuff on the list.</p> <p>- Agreement is that we need to find a way to give as much as possible, we can say what it is that we can give.</p> <p>-Olena, Sarah, and Michelle to go over numbers and put another Google Form vote out before April deadline.</p>		
	<p>Bake Sale Update (Devon and Michelle)</p> <p>- Michelle and Devon will work on fliers, Michelle will send names to Devon of people who had expressed interest in Dec., Devon will reach out. Cannot raffle cakes, but can do a silent auction if we wish, continue to collect ingredient lists and will put a flier in the newsletter every week leading up to the bake sale. List of items baked, reach out to Lindsey as she would like to bake, and let other parents know about it.</p>		<p>-Michelle to make fliers.</p> <p>-Devon to reach out to interested bakers.</p>
	Meeting Adjournment	- Motion to adjourn was called for by Sarah at 8:19 p.m., seconded by Michelle.	

Next meeting will be **May 6, at 7:00 p.m.**, in the Meadowbrook School Library or virtually (via Google Meet.)