

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

**Meeting Date:** Dec. 4, 2023

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

**Location:** Meadowbrook Library and virtual (via Google Meet)

**Minutes recorded by:** Devon Searle

**In attendance:** Linnet Richmond (Principal), Michelle Bogoros, Sarah Bunker, Phoenix Pun, Devon Searle, Ivy Lu.

**Regrets:** Trish Phillips, Olena Rybko, Lindsey Adlam.

	<b>Agenda Item</b>	<b>Decision/ Tabled?</b>	<b>Notes/Follow Up/ Action/Deadline/ Responsibility</b>
	<b>1. Call to Order, Welcome and Land Acknowledgement</b> (Chairs, Admin)	Meeting called to order at 7:05 p.m. by Sarah Bunker.  Minutes from November meeting not passed as quorum present, e-vote on Nov. minutes proposed prior to next meeting.	

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	<p><b>Admin Report</b> (Linnet)</p> <p><b>1. Visit from Director and Superintendent.</b></p> <p>-Visit addressed concerns with the building, specifically, the heating system, and the level of sound. Was a very positive visit, very receptive and open to conversation.</p> <p>-An audiologist came and took readings around the school, report was shared with Director and Superintendent. Meetings will continue to look into what has been suggested but not implemented so far.</p> <p>There will be another meeting next week to look at the plan and new architect proposal.</p> <p>Fixing the noise level is important, Meadowbrook is the last open-concept school of its kind.</p> <p><b>2. Teacher Wish List</b> Linnet shared teacher wish list to discuss.</p> <p>Kindergarten: Melissa and Doug items. Play and imagination. Would there be a way to find funding for the items on their list?</p> <p>Other items on the teacher wish list include Buses, field trips, (already in Council budget), projectors, (which the school just got three new), new books for the Learning Commons, Science resources like rocks and minerals kits, fidgets (already in Council budget) new headphones, cookie sheets, stationary bikes, and</p>		<p>-Devon added Renjith to email communication list moving forward, as communicated by Linnet.</p>

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	<b>1.Treasurer Report</b> No treasurer update, as Olena could not attend and numbers were not shared. Updated list to follow, Ivy will send to Sarah and Michelle.		
	<b>Hot Lunch Update (Michelle)</b>  -Pizza continues to go well.  -Kid's Kitchen orders are increasing. 50 orders. Going well, though there are trouble with runners, people to come and get the food and distribute it to the classes.  -Proposed to open up volunteering to Grade 6, get more student volunteers.  -Discussion of plates versus napkins, paper towels purchased by Council for handing out the food. Michelle will look into the cost of napkins versus paper towels. If Council buys, Council can keep for all Council events.  -Mucho Burrito catered Parent Teacher interview night, was a big success with the teachers, and the owner at Green Lane and Yonge is doing a hot lunch program, gave pamphlet.		-Michelle will look into the cost of napkins versus paper towels for hot lunches and other Council events.  -Michelle will look into Mucho Burrito option for possible hot lunch.

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	<p><b>Constitution</b></p> <p>Proposed changes are noted as follows: <i>(in italics)</i></p> <p><b>1. Article 5.4</b>          “If a member of Council misses 2 consecutive meetings, their name will be deleted from the active list, unless they have made a request to the Chair <i>or Admin.</i> that they remain active.”</p> <p>“All parents/guardians are invited to attend Council meetings and speak to issues, but voting will be restricted to the active Council members <i>holding voting positions.</i>”</p> <p><b>Article 6.2</b>  <b>The Chair of Council shall:</b>  <b>K)</b> “After consultation with the Executive, have the authority to approve expenditures up to \$200 between Council meetings <i>in consultation with the Administration.</i>”</p> <p><b>The Treasurer of Council shall:</b>  <b>F)</b> Communicate the allocation of funds <i>in consultation with</i> the school administration staff as per Council’s decisions.</p> <p><b>Article 7.3 Election Procedures for Executive Members</b></p> <p>“If an election is required, Council <i>shall follow board procedures for holding an election as per board procedure.</i>”</p> <p>(the paragraph following the above, “the election committee shall.” will be removed, as the</p>		<p>-E-voting will be sent out on changes.</p>

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	<p><b>Fundraising Plan</b> (Sarah and Michelle)</p> <p>- Change to fix typo in fundraising plan - first total should be \$6,000.</p> <p>-Teacher's wish list, some of the items are not planned for, as no quorum at meeting, e-vote proposed to decide on changing numbers, reducing items like the end-of-year BBQ to cover some of teach wish list items.</p> <p>-Also possible board can cover some of the tech on the teacher wish list, Board has a program to match amount but only on technology, they provide a list of items, can pick out items like Chromebooks, this program is being brought back for the spring, this is an item for Council to discuss with regard to fundraising goals.</p> <p>-Spirit wear, trying to find community partners to offset prices, so will wait on this. Update will be provided in the future.</p> <p>-Bake Sale Michelle mocked up fliers. A two-day bake sale was proposed, a Wed./Thurs. so as to not conflict with the Grade 8 Snack Shack. Also looking into whether it would be good to sell on nights when there are permit holders using the school, can see about volunteers to sell in the evenings. Beneficial to know how much to bake, so could line up nicely with other events. Plan to do bake sale with a movie night, etc. Flier looking for bakers to help with</p>		<p>-Michelle and Devon will continue to plan the Bake Sale, coordinate call for volunteers.</p> <p>-Sarah will look into possible chocolate fundraising option.</p>

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	<p><b>Other Business</b></p> <p><b>1. PRO Grant</b>  A buddy bench was proposed as a possible use for the grant. A bench is expensive, must be installed, there is a process to go through, so it will cost more. It would be made out of special material, durable, and properly secured. Vision is of a buddy bench and lending library. Goal can be short term or long term, grant is \$800.</p> <p>Initiatives for PRO include things like mental health speakers, guest speakers, to do these we would need to combine with other schools because of the cost involved, and to increase the numbers of audience attending. PRO Grant can be connected to a number of things.</p> <p>Council will look into this more, and revisit the topic.</p> <p><b>2. Lion's Club Public Speaking</b>  Program will not be running at the current time, revisit for next year.</p> <p><b>3. Daycare for next meeting</b>  Will reach out and advertise for January, will make sure there is daycare available going forward if needed.</p> <p><b>4. Huron Arts Program</b>  Parents were not aware of event, only informed verbally due to cyber incident shutting down communication electronically.</p>		

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	<b>Meeting Adjournment</b>	- Motion to adjourn was called for by Sarah at 8:15 p.m., seconded by Ivy.	

Next meeting will be **Feb. 5, at 7:00 p.m.**, in the Meadowbrook School Library or virtually (via Google Meet.)