

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

**Meeting Date:** Feb. 3, 2025

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

**Location:** Meadowbrook Public School and online .

**Minutes recorded by:** Devon Searle

**In attendance:** Linnet Richmond (Principal), Lauren Scobie (Vice-Principal), Ms. Sandra Ivory, Sarah, Michelle, Jen S., Meaghan, Lindsey, Devon, Victoria, Jen K., Kim.

**Regrets:** Tiffany, Athyrai.

<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> (Sarah)  -Welcome, and Land Acknowledgement read by Sarah.	Meeting called to order at 7:01 p.m. by Sarah Bunker.	-November minutes and December minutes were previously sent by email and voted on, quorum was obtained, and no changes were suggested.

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<p><b>Admin Report</b> (Linnet)</p> <p>- Ms. Goad is on a leave of absence. Ms. Fanous, who is on Meadowbrook's preferred list of teachers, has stepped in until at least March Break. She is being supported by other teachers in the same house, who are also teaching the same grade. Ms. Goad did complete the report cards prior to going on leave, so that consistency of reporting has been maintained.</p> <p>-Grade Six students used the money provided to Council for Scientist in the School. Kindergarten classes used some of their money on a trip to Round the Bend Farm, and are also looking to go to either Tiny Town or Legoland; however, trips can be very expensive. The kindergarten team is struggling to make field trips affordable to all students, because of the large number of kindergarten classes, which requires more busses than other grades to do a field trip, ends up being a higher cost of trip. They are trying to figure out what is feasible financially at the moment, may be able to secure more funding as they require more busses. They are also looking at asking Council if they could add more money for excursion, to help offset the cost. There are three and a half kindergarten classes, so it would be an approximately \$600 additional cost to send kindergarten. If interested, Council would need to vote to allocate more money to Kindergarten classes to help offset the cost of busses, it was agreed the discussion would be revisited after discussion of financials later on.</p> <p>-Cost-sharing with YRDSB for technology. Meadowbrook has been doing an inventory, and is trying to be proactive with replacing the older Chromebooks, as they eventually reach an age where the Board can no longer support the technology and the computers effectively age out over time. There are nine or 10 computers that are past that at the moment which need to be replaced. Next year, there will be another dozen or so, and the year after that there will be another 40 more, so Admin. is looking ahead in order to minimize that hit in a couple of years on technology. The cost-sharing</p>		

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<p><b>Teacher Update - (Sandra Ivory)</b></p> <p>Update on Wish Lists/Indoor Recess Boxes</p> <ul style="list-style-type: none"> <li>- Funding for Indoor Recess Boxes - Council budgeted \$200 per class.</li> <li>- Wish List is \$1,000 for each division.</li> </ul> <p>At the moment, some of the items on the lists are specific, others are ideas of what types of things might be good to purchase, still a work in progress.</p> <p>Some examples of things on the lists include for Kindergarten and Primary, wooden play items and blocks, play habitats, mirror, flower stones, play scenery, polar habitat play set, timers (will come out of spec. ed. wish list budget), Bluetooth speaker, egg incubation kit, gingerbread postage stamps, paint, and dough stampers.</p> <p>The intermediate list is looking for science supplies and art supplies.</p> <ul style="list-style-type: none"> <li>- Family Engagement Evening is Feb. 14th in the library. There will be a snuggle up and read theme, family pages to create, games, and activities for the family to kick off the Family Day weekend.</li> </ul>		
<p><b>Hot Lunch Update (Michelle)</b></p> <ul style="list-style-type: none"> <li>- Started selling pizza at lunch on Wednesdays. It is still new, so one week selling out, the next with leftover pizza, makes it challenging to know how much pizza to order. Council to vote on what to do with extra pizza, giving to staff for free or sell for a dollar a slice periodically, but would need volunteers to help with that. Sarah proposed a vote on the options. Option One, giving the pizza to the teachers, quorum was obtained.</li> </ul>		<p>Motion to give leftover pizza to the teachers was passed, quorum obtained.</p>

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<p><b>Kid's Gift Shop Wrap-up and Clothing Swap (Michelle)</b></p> <p>- Gift Shop was a huge success. Community came together and donated items, and kids were excited, and loved doing their shopping themselves for loved ones, and were proud that they had bought things themselves.</p> <p>- Clothing Swap. There is a lot of clothing left, not as many people attended, possibly because of the inclement weather. The room is not currently being used for anything else, so we can keep the room and keep clothing in there for a little while. Can set up again to be open for the Family Engagement Night on Feb. 14th. Also, Council could send out a list of the types of clothing that is available, and also let kids know at school, to raise awareness. Could put pictures and explanation in the Newsletter. Important to make sure the community knows the clothing is free for everyone. Formal wear could potentially be set aside for Grade Eight grad. Also clothing swap room could potentially be opened up for students on a Wednesday when volunteers are in the school for hot lunch, depending on if volunteers are available and amount of clothes available.</p>		<p>Clothing Swap committee will meet separately to figure out how to best get the word out, and give the school community access to the free clothing.</p>

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<p>Movie Night Update (Sarah)</p> <p>Movie Night was a success. People seemed interested. Pizza and popcorn sold out. We could maybe have fundraised more if we had had more left, but we ran out towards the end of the night. Hard to say exactly how many people were there, but it seemed as though there were about 100 people present. It was wonderful to see the school community come together and have a good time. People were connecting with each other, and mingling, enjoying the movie. Suggestions raised for next time, could put out more chairs ahead of time, and order more pizza to sell day of, and also encourage/remind people to pre-order if possible. 89 slices were pre-ordered, 7 or 8 pizzas of 10 slices each sold on the night of. Raised approximately \$550.</p> <p>Discussion of a popcorn machine for next time, probably it is too labor intensive, hard to keep up with the demand. Mix-ins will be sold next time, Smarties and gumdrops, etc. Aiming to have the next movie night before March Break, if possible, so would have to be March 6th. For next time, improving communication with a growth mindset towards building on successes. More signage was mentioned for next time or bigger signs, to help differentiate what line was for what, and both pizza tables should be in the gym, perhaps at different sides of the gym. Price points or “combos” could also be offered to make payment easier for helpers, pre-set prices points for a juice, popcorn and pizza, etc. Could also potentially pre-order “combos,” something to consider for future events, but would require a lot more work by the helpers to ensure everything pre-ordered was set aside ahead of time.</p> <p>Next event could be more for older children, all agreed it might be good for the school community if we alternate the types of movies shown to cater to different audiences.</p> <p>Also good to mention what the money is going to, was mentioned in the Community Newsletter, important to keep the community informed and engaged.</p>		<p>Movie night subcommittee will meet separately to plan a movie night in March.</p>

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<p><b>Treasurer Report (Victoria)</b></p> <p>Closing balance: (end of Jan.) \$28,198.78</p> <p>There is money sitting in the account at the moment, but much of it is already accounted for. Approximately \$16,000 of that has already been spent or allocated to be spent.</p> <p>\$11,753.64 is what's left in the account. There will also be two more rounds of hot lunch orders, selling pizza every week, in addition to any other fundraisers Council puts on between now and the end of the year to put towards the fundraising goals we have yet to achieve.</p> <p>Kid's Kitchen totals are not yet showing up in the budget, Michelle will meet with Ms. Malcolm and go over the details.</p>		
<p><b>Budget and Spending (Michelle)</b></p> <p>- The possibility of a BBQ for the end of year Family Fun Night was proposed by Michelle if there is money left over at the end of the year.</p> <p>Sensory items have already been paid for, and the movie licence and some of the classes have spent the money for trips or special events, but things like grad and teacher wish lists have not yet been funded by Council, so it is a work in progress.</p> <p>Sarah motioned to for the technology cost-sharing with the YRDSB to be bumped up from the \$3,500 originally budgeted to the \$6,500 necessary for the new Chromebooks and Notebooks proposed by Admin., quorum was obtained.</p>		<p>Motion to increase amount to \$6,500 for technology cost-sharing with YRDSB was proposed by Sarah and voted on, quorum was obtained.</p>

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<p><b>Fundraising for end of Winter/Spring</b></p> <p>-Movie night in March, subcommittee will meet separately to discuss.</p> <p>-It was decided not to go with a flower fundraiser, as community events fulfil the goal of bringing the community together as well, and seem to be successful for Council this year.</p> <p>-Other possible fundraising ideas for the spring to be discussed at a later date:</p> <p>-Book, puzzle, and game sale.</p> <p>-Bake Sale</p> <p>-End of year Fun Run</p>		
<p><b>Meeting Adjournment</b></p>	<p>- Motion to adjourn was called for by Sarah at 8:19 p.m., seconded by Devon.</p>	

Next meeting will be **March 3rd, at 7:00 p.m.**, in the Meadowbrook School Library or virtually (via Google Meet.)