

## **Meadowbrook P.S. School Council Meeting Minutes**

**Meeting Date:** Oct. 2, 2023

**Time:** 7:00 – 8:00 p.m.

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

**Minutes recorded by:** Devon Searle

**Quorum (Yes/No):** Yes.

**Members present:**

Principal: Linnet Richmond  
 Vice Principal: Jamee Baptiste  
 Co-Chair: Sarah Bunker  
 Co-Chair: Renjith Gopinathan Nair  
 Co-Chair: Michelle Borgos  
 Vice-Chair: Phoenix Pun  
 Co-Treasurer: Olena Rybko  
 Co-Treasurer: Ivy Lu  
 Co-Secretary: Devon Searle  
 Co-Secretary: Mike Phillips (Virtual)  
 Member: Tiffany Laidlaw-Heo  
 Member: Lindsey Adlam  
 Member: Nirmalan Kaileswaran  
 Member: Trish Phillips

Member: Victoria Baker (Regrets)

### **MINUTES**

<b>1)</b>	<b>Land Acknowledgement</b>	Presenter: Sarah Bunker
<b>2)</b>	<b>Ratify meeting minutes from Sept. 26th</b>  Quorum obtained.	Presenter: Sarah Bunker
<b>3)</b>	<b>Information Items:</b>  A) <b>School Council Forum</b> – Board holds a forum every year, this year it will be from 5:30-8:30 p.m. on Monday, Oct. 23rd, at Dr. Denison School. Two members from Meadowbrook Council or parent from school population will attend with Ms. Richmond for workshops and to talk about board's	Presenter: Linnet Richmond

	<p>action plan, meet trustees, opportunity to connect. Interested parties were asked to submit their name to Ms. Richmond as soon as possible.</p> <p><b>B) Director's Action Plan Theme -</b>  Reconciliation. Reconnecting and re-invigorating trust, there have been many challenges in the last few years with covid and provincially which have resulted in some erosion of trust, the theme of the Director's Action plan is re-establishment of trust, rapport, and working together. Approaching through the lens of how to work together.</p> <p>The plan is accessible on the Board's website. It was also discussed to put the link on the school website.</p> <p><b>C) Agendas and Meeting minutes shall</b>  also be emailed to Lauren Malcolm by Admin going forward, for posting on the school's website(after they have been finalized and approved by Council.)</p>	
<b>4)</b>	<p><b>Treasurer Report</b></p> <ul style="list-style-type: none"> <li>- Did not have last year's report.</li> <li>- \$8,001.84 is the opening balance.</li> <li>- Revenue generation of the past month is approx. \$1,300.</li> <li>- Plan for establishing budget.</li> <li>- Two expenditures that were outstanding have been processed.</li> <li>- Food truck on Meet Teachers night, \$136.00 profit from having them there, has not been added into total yet as has not been received.</li> </ul>	<p>Presented By:  Olena Rybko</p>

	<ul style="list-style-type: none"> <li>- Pizza numbers are up by a lot for School Cash Online presale.</li> </ul>	
5)	<p><b>Hot Lunch Update</b></p> <ul style="list-style-type: none"> <li>- Waiting to talk to stores about a second hot lunch option, looking into other options.</li> <li>- Possibility of adding cookies and juice option as well, Michelle will look into cost.</li> <li>- More volunteers are needed to help with hot lunch. Discussed sending out call for volunteers in Meadowbrook newsletter.</li> <li>- Discussion about sending out a Google Form with hot lunch options, Zucca's and another option, as well as possibly a lower cost option to see what parents would prefer. Ensure people are aware in survey that only one option will be chosen. Also discussed adding a question to the survey, "Are you able to volunteer to help with hot lunch? Yes/No."</li> </ul>	Presented By: Michelle Borgos
6)	<p><b>Decision Items - Fundraising Plan</b></p> <ul style="list-style-type: none"> <li>- Fundraising plan - is there one from last year? No.</li> <li>- Decision was made to discuss fundraising until end of December as to keep to the scheduled meeting time frame, and discuss spring fundraising plan at a later date.</li> </ul> <p><b>Possible fundraising options were brainstormed and discussed:</b></p> <ul style="list-style-type: none"> <li>- Mabel's Labels, finding out if code is still active.</li> <li>- Flip/Give, Meadowbrook Spirit Wear, Family Pizza Kits from Little Ceasar's - \$30.00, were ideas mentioned.</li> </ul>	Presented By: Participants

<ul style="list-style-type: none"> <li>- Vessy's Bulbs was discussed as a possible fall/winter fundraiser this year as opposed to in the spring, so that people would have the bulbs ahead of spring planting season.</li> <li>- Ms. Richmond showed examples of Fundraising Plan ideas, to give Council a better idea of how the plan could look or operate.</li> <li>- <b>Wayne Wynne Fund</b> - a fund every year for Meadowbrook students to access who do not have enough money for hot lunch or various other activities to provide the same opportunities for all children. Money was not spent last year, so \$500 is still in the Wayne Wynne Fund.</li> <li>- <b>Sports equipment</b> - the status will be looked into, as it has already arrived.</li> </ul> <p><b>Fundraising goals discussed:</b></p> <ul style="list-style-type: none"> <li>- <b>Sensory/calming</b> that would be beneficial to the school, with specific mention of the office "Chill Zone." Examples were provided of what these types of spaces typically have for those who were not familiar with them. Ms. Richmond mentioned that every class or house will also have their own "Chill Zone" as well, and that many already do.</li> <li>- <b>"Indoor recess box"</b> for classrooms, fundraising for a box of rainy day activities for teachers to hand out to students, with examples given such as a chess set and UNO cards.</li> <li>- <b>Bus fund.</b> In the past, classes have gotten funds for one bus. It was discussed that this may not be feasible as the prices of busses have gone up over the years. An alternative that was proposed was that each class get an option to have</li> </ul>	
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	<p>a specific amount of money towards either a bus or to be used for a guest speaker or event, and letting the teachers choose.</p> <p>- <b>End of Year BBQ.</b> The amount spent last year was \$3,822.00.</p> <p>- <b>Grade 8 graduation</b> - \$500 was amount last year, it was also mentioned that the Grade 8s will be doing their own fundraising separately as well.</p> <p>- It was proposed that staff could also be consulted to see if there is anything that Council may be able to assist with.</p> <p>- <b>Finalizing Fundraising Plan</b> - In the interest of staying within time constraints while finalizing the budget and getting fundraising started sooner rather than later, it was discussed to vote through email on fundraising plan, prior to the next meeting.</p> <p>Vote was taken on whether there would be an e-vote for Fundraising plan.</p> <p>Quorum obtained.</p> <p>Chairs agreed they would send out the plan, and then vote will occur through email.</p>	
7)	<p><b>Other Business</b></p> <p>- <b>Survey response</b> - majority said Mondays at 7p.m. Responses were from 8 of 11 people.</p> <p>Did not send to community, will be sent out to the whole Meadowbrook community this week.</p> <p>Based on this discussion, it was decided that Council would meet on the first Monday of the month at 7 p.m. for the remainder of 2023, and based off community</p>	<p>Presented By: Sarah Bunker</p>

	<p>feedback, a decision would then be made about the remainder of the year.</p> <p>Child-minding was a "yes" in the survey, so will need to find volunteer child-minders, some students and high school volunteers were mentioned for next meeting.</p> <p><b>- Review of constitution and Bylaws -</b> It was proposed that the review of constitution and bylaws could be voted on not in person, in two weeks, chairs would collect responses.</p>	
8)	<p><b>Committees</b></p> <p><b>Fundraising Committee</b> - Sarah Bunker, Trish Phillips, Lindsey Adlam, Michelle Borgos, Devon Searle, Olena Rybko (Spirit wear).</p> <p><b>End of Year BBQ</b> - Trish Phillips, Devon Searle.</p> <p><b>Hot Lunch/Snack</b> - Michelle Borgos, Lindsey Adlam, Sharing.</p> <p><b>Grad Committee</b> - Trish Phillips, Phoenix Pun, Tiffany Laidlaw-Heo. - It was suggested to speak with Grade 8 teachers. Grade 7 students and parents possibly help out as well. Trish will connect with teachers and reach out to parents as well.</p> <p>It was proposed as something for Council to think about that if committees were going to be meeting regularly, that perhaps full council would rather meet every other month to ease the strain on parents who already have very full agendas.</p>	Presented By: Participants

**Next Meeting: Nov. 6th, 2023, 7:00 - 8:00 p.m.**