

Hespeler P.S. School Council Meeting

MINUTES

Monday, September 23, 2024

7:00 pm

Present: Julia Passmore, Diane Davenport, Sharon McKeown, Jesse Sabbagh, Kyly Miller, Sabina Voisin, Stacey Lawrence, Chris Sciascetti, Jill Bolender, Tyler Wilkinson, Michelle Bush Broga, Marissa Glen, Kristin Lovell, Melissa Legros-Cronkwright, Rebecca Mills, Jessica Kellerman, Tammy Moreira, Rachel & Greg Bain, Darcie Black, Alicia Young, Crystal Bechtel, Tara Delaney, Alexa Morrison, Cheryl Tawse, Rose Kowalczyk, Stephanie Hainer, Claire Black

Welcome

Welcome by Julia. She's been with the board for 28 years, in administration for 15. She comes to us from Sunnyside. It's been a really wonderful start, and she's thrilled to be here! We went around the room with general introductions.

Elections

Julia reviewed the purpose of council - it is a liaison between admin and parents.

If multiple people are interested in a role it will go to a vote.

A Parent Partner is a voting member, attendance at and active participation in a majority of council meetings is required (65-75% attendance). You may also be a non-voting member attending meetings.

A reminder that when Sharon sends out minutes and agendas prior to meetings these are DRAFT and are not to be shared outside of council until they are approved.

The agenda will go out a week in advance. If you'd like something on the agenda please request it prior to the week before the meeting.

- **Chairperson:** Sharon McKeown (Jill motioned, Jesse seconded, approved unanimously)
- **Secretary:** Sabina Voisin is continuing, but needs a replacement to train this is her last year, will shelve until next meeting.
- **Treasurer:** Kyly Miller (Jesse motioned, Crystal seconded, approved unanimously)
- **Community Partner:** Susan Ford if able - if there's someone you know of in the community who is not already connected to our school and who would be interested in this role please connect with Sharon. This is not a mandatory role.
- **Teacher Rep:** Cheryl Tawse
- **Parent Partners:** All present with two exceptions: Tammy is non-voting; one of Rachel & Greg will attend for one vote.

Approval of Minutes from June 17, 2024

Approved as read - Jesse motioned to approve, Kristin seconded, approved unanimously.

Treasurer's Reports

There are two reports because of the two different school years and the straggler transactions in June.

June

Opening balance of \$81,350.30

Revenue: \$586.00 movie night concession, \$4825.00 Fun Fest School-Day, \$50 council t-shirts sold, \$11,828.80 Fun Fest cash, \$47.75 LunchBox May, \$44.25 LunchBox June

Expenses: \$10,706.50 term 3 pizza, \$4775.86 Fun Fest, \$674.49 gardening, \$190.24 ACE science kits, \$4492.73 track uniforms, \$664.86 sign repair, \$514.73 Danceathon, \$2000.00 gr1/2 Dreambox subscription, \$2000.00 gr7/8 Blue Jays trip subsidy, \$991.60 white art paper, \$492.44 School-Day fees May, \$283.05 School-Day fees June, \$7329.98 Fun Fest

Pending revenue: \$270 Big Yellow Bag promotion (up to Dec. 31/24), \$5425.79 Danceathon (WEFI account balance)

Pending expenses: \$825.51 gardening, \$1284.88 fall movie night, \$5200.00 additional HPS pop-up tents

Available balance is \$61,285.90

September

Opening balance of \$63,615.62

Revenue: none

Expenses: \$715.12 fall movie night

Pending revenue: \$270 Big Yellow Bag promotion (up to Dec. 31/24), \$5425.79 Danceathon (WEFI account balance)

Pending expenses: \$825.51 gardening, \$2000.00 fall movie night, \$5200.00 additional HPS pop-up tents

Available balance is \$61,285.90

Principal/Vice-Principal Update

Principal's Update – Julia Passmore

- Hespeler Public School Information 2024-2025
- 29 classes, 670 students, 67 staff members
- Office - Stephanie Mansour, Arlene Gacad, Trish Bunn, Julia Passmore (P), Diane Davenport (VP)
- Library - Tanya Hill
- Custodial Staff - Joe Mariano, Mike Cutting(pm), Luminata Toma(pm)
- K1 - Cardwell, Wilson (DECE), Garcia (DECE)
- K2 - Gray, Kennedy (DECE), Beveridge (DECE)
- K3 - Rosehart, Appleton (DECE), Colling (DECE)
- K4 - Brenner, Bhandari (DECE), McConnell (DECE)
- 1A - Romandescu-Vintu, Tawse (CF&M)
- 1B - Baxter, Campagna (CF&M)
- 1/2A - Boon, Bedford (M) Gingerich (CF)
- 2/3A - Woods, Tawse (CF), Gibaut (M)
- 2/3B - Mundy (LTO for Beard), Weber (CF), Gibaut (M)
- 2AFI - Tawse (Fr), Weber(Fr), Hearn(Eng)
- 3AFI - Hearn (Eng) and Weber (Fr)
- 3/4A - Hall, Bastin (A), Raymer(CF)
- 3/4BFI - Gingerich (Fr - LTO for Coady), Dos Santos (Eng - LTO for Wright)
- 4/5A - Akgol, Laliberte (F), Bastin (PE), Gibaut (M)
- 5AFI - Wright (Eng), Laliberte (Fr)
- 5/6A - Remzi, Brown (PE), Raymer (F)
- 5/6BFI - Henhoeffter (Fr), Grimm (Eng.), Laliberte (Art,Drama,Health)
- 6A - Firth, Gibaut(M), Berkel (CF),
- 6FI - Grimm (Eng), Henhoeffter (Fr), Weber (Fr. Art,Drama, Health, PE)
- 71 - Martin (Core), Strauss (Math)
- 72 - Strauss (Math), Martin (Core)
- 73 - Dos Santos (Core / LTO for Campagna), Strauss (Math)
- 74FI - Berkel
- 81 - Broucke (Core), Lock (Math)
- 82 - Lock (Math), Green (Core / LTO for LeVear)
- 83 - Green (Core / LTO for LeVear), Lock (Math)
- 84FI - Raymer
- ACE1 - Nancekevill, Morrison (EA)

- ACE2 - Ross, Burke-Smith(EA), Clark (EA),Trecapelli (EA)
- Int. Science - Brock Mason
- Music - Glbaut (83H/G)
- PE & Health - Brown, Bastin
- Core French - Berkel
- Art - Broucke
- Special Education Resource Teachers - Laura Walter, Kim Fraser, Ashley Lock
- Child and Youth Worker - Sarah Cusinato
- EAs - Michelle Cook, Brianna Douglas, Chloe Flint, Katie Sturgeon, Seda Unsal-Aranton, Sumitra Sapokta-Wagle

Vice-Principal's Update – Diane Davenport
Hespeler Happenings (things already ongoing)

- Football Team
- Athletic Council
- Student Council
- Senior Choir
- Bus Patrollers
- Soccer Club
- Field Hockey
- Equity Club
- Drama Club

Upcoming dates to note

- Fri. Sept 27 - Fundraising Chocolates arrive
- Fri. Sept 27 - Terry Fox Run
- Fri. Sept 27 - HPS Movie Night
- Mon. Sept 30 - Primary Choir begins
- Mon. Sept 30 - Orange Shirt Day
- Fri. Oct 4 - Kindies at Brantwood Farms
- Fri. Oct 4 - Terry Fox Rain date
- Thurs. Oct 10 - Whole School Assembly
- Thurs. Oct 24 - Picture Day
- Tues. Dec 10 - Holiday Concert

New Business/Fundraising

School Council Initiatives/Goals (reviewed and discussed)

1. Host at least one parent workshop throughout the school year (fall/spring).
2. Host two social activities throughout the school year that are free of charge that attract both parents and students.
(Eg. Family Game night; outdoor movie; mad science, winter social, etc.)
3. Maintain a more visible Council presence at school activities.
(We aim to have at least one council member present).
4. Maintain an up-to-date school website and Facebook Group to improve school communication.
5. Supply items to classrooms on a per grade/division basis with monies earned from fundraising initiatives.
6. Supply items to school as a whole with monies earned from fundraising initiatives.
(Eg. Music/Phys-ed, outdoor, etc.)
7. Host a yearly garden cleanup in the spring to maintain the integrity of the outside image of our school.

Michelle currently maintains our Council social media channels and does a great job of keeping it current (Facebook & Instagram). Most things that come out from the school get posted to our social media, not just Council events.

Subcommittee requirements (chair required)

Parent workshops: Chris Sciascetti (Kristin motioned, Jesse seconded, approved unanimously)

School Socials: Rebecca Mills with Melissa Legros-Cronkwright supporting (Michelle motioned, Kyly seconded, approved unanimously)

Social Media: Michelle Bush Broga (Jesse motioned, Tyler seconded, approved unanimously)

Fun Fest: Jill Bolender (Tyler motioned, Tara seconded, approved unanimously)

Danceathon: Tara Delaney (Crystal motioned, Michelle seconded, approved unanimously)

Garden Clean Up: Alicia Young (Tyler motioned, Crystal seconded, approved unanimously)

Vendor Sale: Crystal Bechtel (Sharon motioned, Jesse seconded, approved unanimously)

By-laws: Jesse Sabbagh with Kristin Lovell & Kyly Miller supporting (Kyly motioned, Tyler seconded, approved unanimously) This is a new position - it's a requirement of the board that we have by-laws in place. It will be a short-lived position as once by-laws exist this position will be finished. Will also add a council code of conduct. With a council as large as ours it's time that we added this officially.

Once the full council email list is shared, these sub-chairs will be reaching out for people to help.

Other business

Pizza Days (Sharon)

Will continue to be council run on Mondays at 2nd break, this is a council fundraiser.

We're continuing the same format as the previous years since we started up after COVID: pizza portions in individual boxes, council volunteers come in from 12:20-1:30pm. Students help deliver pizza to classes.

Ordering information will get posted to School-Day this week.

We'd like 9-10 consistent volunteers so that people don't have to come in every week (becomes every 3rd Monday) - Sharon will send out an email for volunteers and set up a schedule.

Pizza will start after Thanksgiving by the time we're set up with Domino's & School-Day orders.

Pizza that goes unclaimed on the day of due to student absence gets donated to Nutrition For Learning and/or distributed to students in need of a meal on the day of.

Chocolate bar fundraiser: Oct. 4-21 (Sharon)

Last year's council committed this year's council to run this fundraiser.

Sharon is working with World's Finest to iron out final details and the opt-out letter.

Chocolate is 3 for \$5, which means you need 20 sales to sell your full \$100 box.

We're no longer able to return open boxes. Ideally we're asking families to sell their whole box. If a family can't sell a full box we can take some back to sell at other council events.

Raised \$18,000-\$20,000 historically which is why we decided to do this for one more year.

Sharon will send a volunteer call email, volunteers will be needed at the entry bell to count money.

Opt-out letter and chocolate will go home with "youngest and only" students.

Vendor Sale: Sunday, Dec. 1 (Crystal)

All hands on deck please!! We need as many volunteers as possible for the day of and the day before please!!! Book your calendars, as much or as little time as you can give us is appreciated.

Planning has already been running in the background as it needed to start prior to this meeting.

The sale is 10am-3pm, we come around 8-8:30am to set up, and then stay after to clean up (usually done around 4-4:30pm). Tables are set up the day prior, we work around Saturday rentals for setup.

Crystal has already gotten good vendor response. We'd like to add a children's section for kids to sell at a cheaper table price.

Julia will order 100 large tables.

Stacey will head up bake sale again.

Vendors will now come to the school to pay for their tables. Times will be set up with Steph for this, help will be needed. Concessions will be made for vendors who are out of town.

We'll get a flyer ready to go so that it can be shared.

Hillcrest is running their first vendor sale on the Saturday of the same weekend, but even when we overlapped with the arena vendor sale we still had a great turnout so it's not a concern.

Parent Workshops (Chris)

We've had a variety of speakers over the years. White Hatter was well-received last year.

White Hatter was good because of the virtual option. Chris will contact them to get availability and their current list of topics. We discussed that this year we would go for a more specific topic.

Rebecca Mills also has information on a Dove body confidence visual presentation for kids/parents/schools, will send the info. It's a worldwide event on Oct. 10.

Danceathon (Tara)

We need to pick a date. Marian Brown has sent Sharon list of dates to avoid. Sharon will discuss with Tara and come to next meeting with a date.

Nutrition for Learning (Sharon)

Michele Cook (EA) runs our N4L program. Usually council supports this program in a variety of ways.

We didn't support it last year because she received a \$15,000 grant. She didn't need it all, and the remainder is available to use this year.

Food costs to supply the coolers in the pods around the school have gone up significantly, it also costs parents more so more families need help. This is an accessible-to-all program.

Michelle may find N4L in need of funds at some point this year. We should likely notionally allocate our historical \$1000.

Movie Night (Rebecca)

This Friday at 7:15pm (once it's dark). Set up will start at 5:15pm - we'll need the gates at the staff lot open for the screen company.

Low-cost concessions will be for sale for \$1-2/item. Rebecca has found different candy.

Melissa suggested getting full-sized chocolate bars since it's easily available in bulk due to Halloween.

Chips, candy & drinks like last year. Leftovers can be sold at vendor sale.

The goal of this event is to break even, it's a community event. It's great if we raise a bit of money but it's not necessary.

We'll need a tent, 4 tables, coolers (from Sharon), 4 garbage cans, and recycling bins.

Sharon, Tyler & Crystal will volunteer to help at concessions. We can keep concessions open longer this year as some people would have bought more through the night last time..

It would be helpful to buy 3 cash boxes for council use (movie night, vendor sale, fun fest, etc.), we need to have the spring-loaded clip for bills. Sabina will send samples to Sharon.

Council funds - intentions for this year:

Shade: Last year we approved fundraising for a permanent shade structure, so our bank balance is higher as we're saving for this. Chocolate will greatly help get us to the funds we need for this.

We will get an updated quote from Blue Imp for the new school year, a mockup will also be provided. Staff would like to keep grass as the ground cover at this point.

Sharon & Julia will discuss to get her up to speed on where we're at so far. Sharon will report back further in October with an updated quote. By November we should have a better understanding of where the funds are at.

It will not get installed before spring, it's around \$90,000 cost.

Kyly applied for a shade structure grant at the end of June, we'll know by the end of September if we're approved so we will need to be prepared to commit if we get the grant.

Greg: has there been thought to security and other issues in terms of abuse/misuse by the community? Yes. No cement base was decided partially because of graffiti. Council ultimately voted that the benefits outweigh the potential issues. We've been pretty lucky overall in terms of graffiti at the school on walls, etc. There is security that drives through periodically at night. There are no security cameras at elementary schools.

There are still discussions to happen regarding placement. The idea is to place it so that it's not adjacent to anything so that it's not easy to climb.

Phys Ed paint request: This benefits all of our students for physical education and sports teams. They repaint the field about every 1.5 weeks depending on the weather. They used 19 cases of paint last year. Marian has asked for 12 cases, but really would like 20.

We previously agreed as a council that saving for a big ticket item would not block spending for other requests.

Each case of paint is \$128.22 +tax. It takes 1 case for field hockey & football each time, every 1.5 weeks; 2-3 cases for track & field, every 1.5 weeks.

Chris motioned to allocate \$2900 for phys-ed paint, Jesse seconded, approved unanimously. This will come out of our WEFI account from last year's Danceathon fundraising.

Teachers have approached Julia with additional wishes prior to this meeting but she doesn't have enough information to present them yet. She will bring a list to October's meeting.

We now have 6 pop-up tents as the new 4 have arrived. We've offered council members to the school to help set up and take down for track meets and other similar events.

MEETING ADJOURNED 8:33pm

Jesse motioned to adjourn, Crystal seconded, adjourned.

**Next meeting: Monday, October 21, 2024
(3rd Monday of the month)**

Meeting Dates: Nov. 18, Dec. 16, Jan. 20, Feb. 10 (avoiding Family Day), Mar. 24 (avoiding St. Patrick's Day), Apr. 14 (avoiding Easter Monday), May 12 (avoiding Victoria Day), June 23