**Laurelwoods Parent Council Meeting Minutes**

**Thursday, January 11, 2024 @ 6:30**

**Location – LLC and Google Meet**

**Attendees**

1. Lori Shilvock – Principal
2. Alyssa Johnston – Chair
3. Kate Bryan – Co-Chair
4. Shannon Sheldon
5. Jessica Stirk
6. Andrew Stirk
7. Kristen Burton
8. Lora McMichael-Bilodeau
9. Charlotte Ugarenko
10. Cassy Reid
11. Cassandra Bryan
12. Samantha Campbell
13. Ryan Groom
14. Meghan Colgan
15. Katie Bryan (Virtual)
16. Jennifer Laxton (Virtual)
17. Marrie Ferguson (Virtual)
18. Andrea Nicholls (Virtual)
19. Leah Burge (Virtual)
20. Bhakti Makwana (Virtual)
21. Parag Makwana (Virtual)
22. Michaela Pattison de Tardencilla (Virtual)
23. Allison Wilson (Virtual)
24. Crystal Durocher (Virtual)

**Reading of the Land Acknowledgement & UGDSB Equity Statement**

**Approval Of Minutes from December 7th, 2023 Meeting**

**Motion:** To approve previous meeting minutes

First: Cassy Reid

Seconded: Shannon Sheldon

**Staff Update – Katie Bryan – 5 Minutes**

* No update.

**Principal Update – Lori Shilvock – 5 Minutes**

* Highlights since we last met
	+ It has only been a couple of days but students have settled back into school nicely. Teachers quickly began teaching the final units that they want to cover before the end of term one.
* Reporting Timeline
	+ Jan. 26th PD Day Report Card Writing
	+ Feb. 2nd Reports Due Into the Office
	+ Feb. 5th Term 2 Starts!
	+ Feb. 15th Reports Will be made available to families online
* Activities This Month
	+ ECO Club
	+ Games Club
	+ Yoga
	+ Primary Skating 3 times
	+ LES Hockey
	+ Badminton
	+ Starting next week, Laurelwoods students will be participating in the Forest of Reading Program, thanks to the help from our Parent Council! This program runs Canada-wide, both in schools and out. The goal of this program is to encourage reading for enjoyment, especially amongst younger students. Children and adults get a chance to read, celebrate, and vote for the many Canadian authors chosen each year for the book selections. For the next 4 months students will be reading, or listening to, several of the books designated for their age group. Students have until the end of April to complete the reading requirements before they get to vote for their favourite book! The winning books for each age category will be announced to students at the end of the program.
* January Transitions
	+ Kindergarten online pre-registration will open for parents / guardians on Tuesday, January 9 th , 2024, and closes on Friday, January 26 th, 2024. Eligible students for the Junior Kindergarten program must be four years of age on or before December 31st , 2024, and students must be five years of age on or before December 31st , 2024, to register for Senior Kindergarten.
* January 29th , 2024, at 1:55 pm – Grade 9 course selections in my Blueprint. The courses will be picked within My Blueprint.
* Mark your calendars, the 2023 – 2024 Grade 8 Graduation Ceremony will be held on Monday, June 24th, 2024.
* Upcoming Dates
	+ January 12- Spirit Day! Wear your Colour House colour
	+ January 19- Spirit Day! Wear your favourite hat
	+ January 25th Comfy Clothes
	+ Jan. 22- 25 Literacy Week!
* I encourage all families to read the Laurelwoods January Newsletter [January Newsletter](https://www.ugdsb.ca/laurel/2024/01/09/january-2024-newsletter/)

**Food Program**

* More free food events will be planned - more to come
* Live Free program - see below (Proposal for Event: Doughnuts for Grownups)

**Events Sub-Committee (WinterFest) REPORT – Jessica Stirk – 5 Minutes**

* Great turn out
	+ Over 75 trees sold + 18 DIY kits
	+ Lots of parents reached out to be involved moving forward!
* Great volunteer turn out of both moms and dads
	+ Learned where to staff better at certain times of the event.
	+ High end prizes were more popular. Will need more high end prizes for Spring Fling.
* Food truck was a big hit and many parents told us how much they enjoyed it.
* Food truck owner had a great evening. With a good relationship established we can ask for a vendor fee for future events.
* Face painting was very popular.
* Parents were excited over the raffle table offerings.
	+ Great support from local small businesses. All baskets were local small business focused.
* Winter Fest **raised $1,272** for Parent Council after all costs were deducted.
	+ Parents donated over $600 worth of supplies
	+ Costs came to $548.58
* We have organized and stored decorations for next year's winter fest.
* Lots of supplies/candy etc remaining that can be used for future events.
* All games (except punch cup) able to be reused/repurposed.
* Overall the event was a huge success and we are really happy with how it went! And thank you to the parent council members who helped or attended the festival.
* Will arrange time to organize storage closet/ go through bins (Coordinate time with Mr Parr)

**Proposal for Event: Doughnuts for Grownups - Passed**

**Motion:** To proceed with Doughnuts for Grownups and tying in Live Free program

**First : Cassandra**

**Seconded: Meghan**

* A doughnut breakfast event where kids can invite and treat adults in their life that they appreciate. (Can be a parent, other family member, friend, etc. )
* Event to be held Saturday February 10th in the school gymnasium. 9am-11:30am
	+ Open house style over a couple hours so kids can bring their adults at a time that works for them.
	+ **Tie in Live Free program**- Potentially Open to the Public, invite Amaranth Council , etc
		- Ticket sales from doughnuts would go to Parent Council and then a donation/pay it forward option would go to Live Free program
	+ Businesses can donate to Live Free program, we will make signs at event saying “Thank you” to those businesses
* 3 options on School Cash Online
1. Individual tickets to attend event - $5/ person ( Students can buy tickets for as many people as they would like. )
* One ticket includes: one doughnut, a drink, and a piece of fruit. (choice of coffee, tea, milk, juice, hot chocolate).
* Fruit & milk provided by the school's Food & Friends program.
1. Doughnuts box - pay it forward / take home
2. LES Spirit doughnut (Special design & school colours)- 6pk. $23/ pack (Pre-order only)
* Free photo booth set up for families to get a photo together. Photos sent digitally to each family and photography work donated by a parent.
* Table decorations donated by parents (table cloths and simple flower vases).
	+ Flowers donated by OFG (Ontario Flower Growers )CO-OP.
	+ Tables brought in from the board, school chairs used.
* **Costs:**
	+ Krispy Kreme purchased for $9/dozen (.75ea) Tickets sold ahead of time so we know how many doughnuts are needed.
	+ Extra doughnuts: $30 for extras needed day of (cost only incurred if donations don't come through)
	+ Lady Glaze Doughnuts - $23/6 pk (Only ordering what is pre-ordered) Doughnuts are discounted giving us room to earn 20% per sale. 20 packs = 25%, 40 packs = 30%, 60 packs= 35%, 80 packs = 40% (<https://ladyglazedoughnuts.com/pages/fundraising>)
	+ Small paper plates: $30
	+ Napkins: $15
	+ Coffee/tea/hot chocolate & cups available from Winter Fest stock.
	+ Total cost regardless of # of tickets sold: $75
* If we purchase the doughnuts it will be based on ticket sales which will cover all costs ahead of time.
* We will approach the Grand Valley Lions’ Club to donate funds towards getting fresh doughnuts the day of the event.
* Another donation avenue was provided to us through the Orangeville Sobeys.
* If neither donation pans out, the max cost per person will be approximately $1.25 for food and supplies. Which will all be paid for ahead of time through ticket sales.
* **Volunteer needs:**
	+ 1 parent for photography
	+ 2 parents for set up/tear down
	+ 8 parents to hand out the food to guests (two shifts of 4 parents each)

**Proposed “Make it Sow Inc” Seed Fundraiser - Passed**

**Motion:** To proceed with “Make it Sow Inc”Seed Fundraiser and Parent Council places order to receive 50% of profits

**First: Meghan**

**Seconded: Samantha**

* No minimum order / no upfront cost.
* 5 days shipping. Variety of seed packages: flowers, vegetables, herbs.
* Paid: School Cash Online.
	+ Follow up with Karen for Cash Online options.
* Colour House competition - TBD
* 2 Options for entering final school orders:
* 50% of profits if Parent Council places order
* 40% if company puts in order, which mixed reviews have been given due to delays and wrong orders entered.
* Timeline
	+ Announcing: January 19 by email/ download
	+ Wrap up - February 2 & 9
	+ Delivered/ distributed to students’ bags: within 5 days

**Next year fundraiser**

Fresh from the Farm - Starts September - Added to June’s Meeting Agenda

**Spring Fling:**

* Thursday June 6 (before the PA Day)
* Games from Winter Fest to be reused/decorated for Spring theme
* Alyssa will be attending Teacher meeting to talk to Teacher and there involvement

**Dance**

* May Flowers Theme Dance - will revisit
	+ Lori will be sending email regarding concerns

**Nicole’s email - Purpose Statement (read by Kate) - Passed**

* Add “rural” - lives and works with a rural and agricultural

**Motion:** To adopt Purpose statement with the above mentioned “rural” word added.

**First: Cassy**

**Seconded: Andrew**

**PIC (Parent Involvement Committee) Grants- Passed**

**Motion**: Split Bullying workshop with GrandValley using PIC grant and use another $445 of the Pro-grant funds to host Social Media Generation parent workshop at LES (That leaves approx. $555 remaining out of the total $1,500 grants (if approved))

**First: Samantha**

**Seconded: Meghan**

* 2 PIC Grants Available - Need to be applied for and proposed activities need to have parent involvement
1. $500
2. $1000 (Pro-Grant)
* Proposed Event:
	+ Delivered by Family Transition Place - 2 different parent workshops
		- Social Media Generation
		- Bullying: Healthy & Unhealthy relationships issue )
	+ Date purposed: Week of May 6 - 10 , 75-90 minutes
	+ Cost: $630 each
	+ Grand Valley is willing to pair with us 50/50, if doing the Bullying Parent Workshop. $315.
		- Grand Valley would like to host.

Remaining $555 Ideas:**- Passed**

**Motion**: To use remaining funds available from Pro-Grant to go towards Kindergarten bags for incoming students

**1st: Charlotte**

**2nd: Meghan**

* Spring Fling BBQ? Add Drinks? / Parent Council: Popsicles, Drinks, smaller Snacks.
* Kindergarten bags for incoming students
* LES Brochures - Printed by Terry James
* Parent / Child yoga, dance, paint night (pre-register, more than 1 night) - cost of instructor is what we would need to be applied
* Family Skate night? (not sure if it was approved), Off-site event

**By-Laws:**

**Motion**: Adopt 1-4 of Montgomery By-Law to reference for the remainder of the year minus “Voting member” & reword “Parent Officer” to reflect Karen as Treasurer - **Vote** **Deferred**

**1- 4 :** Definitions. **Change:** to Laurelwoods

 **Add**: Nicole’s Purpose

**Sub committees**: Include everything on Google Form - through as possible: cost, volunteer needs,

**Revisit:** Amend 2: “Voting member” (revisit - looking at percentage base for voting, not in a row)

**Motion**: Create Sub-committee to edit Montgomery’s By-Laws - chaired by Cassy Reid- which willtable All By-law conversations pre-existing in upcoming Parent Council Meetings. **- Passed**

**1st: Cassandra**

**2nd: Shannon**

**School Binder:**

* Create a School Binder that has Minutes / financial records / Newsletter/ Sub-committee notes, etc
	+ Hard copies for in school,
	+ Add digital copies to school website and facebook

**Other Business**

* Next Meeting Date: February 1st @ 6:30pm