**Laurelwoods Parent Council Meeting Minutes**

**Thursday, February 1, 2024 @ 6:30**

**Location – LLC and Google Meet**

**Attendees**

1. Lori Shilvock – Principal
2. Alyssa Johnston – Chair
3. Kate Bryan – Co-Chair
4. Jessica Stirk
5. Andrew Stirk
6. Andrea Nicholls
7. Cassy Reid
8. Cassandra Bryan
9. Charlotte Ugarenko
10. Lora McMichael-Bilodeau
11. Meghan Colgan
12. Samantha Campbell
13. Katie Bryan (Virtual)
14. Bhavti Makwana (Virtual)
15. Parag Makwana (Virtual)

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

**Approval Of Minutes from January 11th, 2024 Meeting**

Motion to approve previous meeting minutes

First: Samantha Campbell

Seconded: Jessica Stirk

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

* Mr. Mboe has taken a teaching position closer to home. His last day at Laurelwoods will be Tuesday Feb. 6th 2024. We are working with the Board to hire to hire a French teacher.
* Primary Skating has concluded and our primary students had so much fun with that. A huge thank you to Mrs. Bryan for her organization and leadership of primary skating.
* We celebrated Literacy Week from the Jan. 22-25. We connected Literacy Week to an ECO Schools initiative and had over 500 books exchanged through our Book Buffet.
* Badminton & hockey are on the go!
* Term 1 Reports will be available digitally on Feb. 15th
* Transitions are in full swing Westside Guidance was here on Jan. 29th  grade 8 course selection is nearing final completion.
* We currently have 25 JK students registered for Kindergarten in the fall.
* Please read the February Newsletter that was emailed to each home and is available on the Laurelwoods website- it contains a lot of important information.

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

* Pinnies & Gym Equipment – Katie brought forward to staff at staff meeting today. Will do a review of what equipment is in need of replacement. Looking at 2 different types of pinnies that would work for Kindie Primary and Junior.
  + Tabled until March so Katie can meet with staff to discuss with staff.

**Treasury Account Update – Alyssa Johnston – 5 Minutes**

* Bursary: $350
* Classroom Supplies: $1,123.90
* Fundraising General $4,227.47
* Hot Lunches $0
* Library $650.00
* Mental Health & Wellness $610.00
* Misc: $0
* Pizza: $5,200.95
* Playground: $2,500.00
* Playground Maintenance: $8000.00
* Popcorn: $932.52
* Spring Fling: $1,010.13
* STEM in the Classroom: $2,500.00
* Trip Assistance: 0

Opening Balances $21, 846.76. Category Balances as of 02/01/ 2024 $27,104.97

**Food & Friends**

* Pasta lunch Feb 7th on a donation basis for the Live Free
  + 66 so far

**Farm to School Committee – Samantha Campbell – 5 Minutes**

* First meeting this Saturday, Feb 3rd.
* Samantha provided information to the teachers
  + Lori advised that it was well received by teachers
  + Katie advised that most teachers wanted to get report cards out of the way before accessing the resources.

**Playground – Nicole**

* Committee not formed. Once we have approval from the board, committee will be formed.
* Nicole working with Lori ensure that the playground is in line with our purpose.
  + Reviewed the guidelines for the board and had great resources
  + Lori will be the primary communicator with the Board
  + Reminder to have a 10% contingency for maintenance on going.
* Currently have 4 pieces of equipment, all of which are over 20 years old and therefor will need to be replaced or have large repairs.
* Primary need is the replacement of the “worm” space in the kindergarten area. The play structure in the kindergarten area is designed for 4-12 (all others are 6+ to use). This area would be approx.. $250,000 to replace
* Once we have a plan to move forward, we can now get in a queue to have a board member to come to the school and help us draw out a plan which the council can then move forward.
* Funding Streams
  + Industrial – Ag is a big one in this area, reaching out to the people that we know in our area that have community investment funds we can reach out to. Also other industry in Amaranth that we can reach out to.
  + We will research grant that are available
  + Business Funding – Reaching out to businesses in the area.
  + Laurelwoods Family Business Owners
  + Laurelwoods Families
  + UGDSB Learning Foundation – Handles the funds so that it is not being handled by the council or Karen. Through this program we are able to issue charitable receipts.
* Would like to do an annual initiative – would like to connect to the 3rd pillar which is mental health and wellness. May is national physical fitness and health. Try to have an event that collects pledges for the playground. Could be connected to the colour houses to incentivize it more for the students.
* **Vote: Phase 1 will be the kindergarten play space, with a proposed budget $250,000 and a completion date of August 2026**
  + **First: Cassandra**
  + **Second: Cassy**
  + **Consensus: All in Favour**

**Events Sub-Committee – Jessica Stirk – 5 Minutes**

* Doughnuts with Grownups is next weekend – Feb 10th
* Available online until Feb 6
* Flavours are:

  + Vegan Flavours
* Sponsored by: Food and Friends in support of Live Free Program
* $150 donated by Grand Valley Lions Club towards the purchase of the OG doughnuts.
* Professional photo booth for donations – Lori checked with the board and because it is
* Due to the nature of the Nutella doughnuts, we will be asking that people only pick up their SixMix as they are leaving to maintain the Nut Free environment.
* **Vote: Allocation of Funds for Doughnuts with Grownups Event. Funds from Picture donations will go to Food & Friends. Funds from Ticket and Doughnut SixMix will go to Parent Council.**
  + **First: Cassy Reid**
  + **Second: Cassandra Bryan**
  + **Consensus** - Reached

**Fundraising Sub-Committee – Amanda McCallum – 5 Minutes**

* Staff advised that they haven’t received a lot of
* Vote: Submit the order as is on Feb 2. Add a second round of orders that will go from March 18 – March 27
  + First: Amanda
  + Second: Andrea
  + Consensus Reached

**By-Law Sub-Committee – Cassy Reid – 5 Minutes**

* Add a binder to maintain all records
* **Vote: Purchase a filing cabinet that is lockable, cost would be approx.. $500. Funds to be used from General Account**
  + **First – Amanda**
  + **Second – Andrea**
  + **Consensus - Reached**
* Treasurer Position to School Council
  + Position description will be worked on prior to being posted to school community.
  + Discussed adding School Council experience of 1 school year as a prerequisite
  + Description of duties
* **Vote: Add the position of Treasurer to the School Council Parent Officers.**
  + **First** – Megan
  + **Second - Cassy**
  + **Consensus - Reached**

**Other Business**

* Next Meeting Date: March 7th @ 6:30pm