

**Minto Clifford Public School
Parent Council Meeting Minutes**

Date of Meeting:	March 7, 2023	Time:	6:00PM
Minutes Prepared By:	Alexis Rock	Location:	MCPS Library & Virtual
Attendees			
Executive Members:	Brittany Weber, Crystal MacDonald, Jenna Squires, Alexis Rock		
School Members:	Tracey Kuchma, Tracy Phillips, Naomi McCulloch		
Voting Members:	Samantha Greer, Stephanie Foster, Lynn Philp, Holly Armstrong, Jessilyn Uhrig		
Public Members:	N/A		
Agenda Items, Notes, Decisions			
Topic	Discussion		
Welcome & Additional Agenda Topics Brittany Weber & Crystal MacDonald	Meeting called to order at 6:15. Called to order late due to not enough members to meet quorum. Additional agenda topics: <ul style="list-style-type: none">- Discussion regarding Education Week (birthday pencils) from Jessilyn Uhrig. Placed on agenda after Spring Fling discussion.- Mayor's Golf Tournament		
Previous Meeting Minutes Brittany Weber & Crystal MacDonald	Brittany asked whether everyone had time to review the previous meeting minutes and whether there were any changes to be made. None noted. Motion to accept the minutes of previous meeting - Stephanie Foster Seconded by - Jenna Squires Objections - None		
Treasurer Update Jenna Squires	Jenna gave an update on the bank account; Not a lot has happened in the bank account since the last meeting. Items to note: <ul style="list-style-type: none">• \$200.00 came out between magnifying glasses & art club wish lists. It should have been \$300.00 so we need to follow up on which did not get their funding.• Hot dog sales were up for second term Expenses still outstanding: <ul style="list-style-type: none">• Remainder of teacher wish lists (art club or magnifying glasses)• Naomi still has her receipt to submit for her wish list• Music books• Crazy carpets Action: Jenna to follow up with Tamara to see whether the magnifying glasses or art club did not get their funding. Jenna indicated that we need to move funds to the miscellaneous account to cover the remaining expenses to come.		

	<p>Motion to move \$2,000.00 to the miscellaneous account - Stephanie Foster Seconded by - Holly Armstrong Objections - None</p> <p>Jenna indicated that the hot lunches account is being left as is so that we can assess it fully at the end of the year.</p> <p>Total account balance prior to remaining expenses is \$19,325.03.</p>
<p>Fundraising Update & Vote Jenna Squires & Holly Armstrong</p>	<p>Jenna gave a brief overview of spring fundraisers.</p> <p>Jenna has set up a Mabel's Labels account which can be used at any time of the year. Jenna indicated that you follow a campaign website and 20% of the sales will flow through to our school council. A very hands off fundraiser.</p> <p>Motion to proceed with Mabel's Labels year round fundraiser - Stephanie Foster Seconded by - Jessilyn Uhrig Objections - None</p> <p>Action: Tracy Phillips to add link to Mabel's Labels website onto our school website & Facebook page. Jenna to send Tracy Phillips the digital poster to post as well.</p> <p>At the last meeting, all were in favour of running the Harriston Packers & JD Sweid meat fundraisers with consideration to an additional fundraiser to accompany the meat. We do need to consider that freezer space may be an issue in the spring/summer months in terms of what other fundraisers we may choose.</p> <p>Options Presented:</p> <ul style="list-style-type: none"> - JD Sweid & Harriston Packers - Little Caesars Pizza Kits - MacMillans - Cara Clark Bed Sheets - From Farm to Table (popcorn) - Produce Box from Clifford Country Store <p>Comments regarding options presented:</p> <ul style="list-style-type: none"> • Stephanie indicated that the last option (popcorn) carries a lot of risk when you're purchasing a 32 count box. This perhaps would be a good option to purchase and sell at the spring event. • Holly wanted to connect with Fresh Market Box regarding a produce box program, however was unsuccessful in getting a response. Holly ended up connecting with Sarah from Clifford Country Store regarding the produce box she offers. She sells them for \$22.00 per box. She is very willing to work with parent council and could do various different fundraisers. Sarah (owner) at the store could stay at her store late one evening to allow for pick up. • Lynn commented that there was a lot of feedback last year following the fundraiser done with Steckle's that people who were outside of the community could not support the salad bag due to the logistics of picking them up. • Alexis commented on the value of this box versus the salad bag last year. Stephanie also commented that it is really nice to support the local businesses. • Brittany said that it would be nice to pick more local companies rather than the sheet company that is more like an MLM.

- Sam questioned what our take back on the produce box would be and Holly indicated that it is up to us what we add onto her selling price.
- Lynn questioned whether we would need to order a specific amount of weeks like we did last year for the produce box. Holly indicated that she has only had general conversation with Sarah and the logistics would need to be worked out. Stephanie suggested that we could do vouchers for the produce boxes rather than the actual box so that parents could order the boxes as they think they need. Jenna expressed concern related to the vouchers as it requires us to put a lot of trust into Sarah and that she stays in business, using the example of the Fresh Start Bakery coupons that we sold and then they closed their Palmerston location.
- Tracy Phillips commented that her family loves the Little Caesar's pizza kits. Naomi commented that this would be an ideal time of year to do Little Caesar's because not a lot of other organizations are doing Little Caesar's right now. Stephanie commented that the Little Caesar's pizza kits take up a lot of real estate in peoples freezers. Unfortunately since we have never done Little Caesar's it will take Tamara 3 weeks to get it onto School Cash Online which then puts us too close to the meat fundraiser.
- Naomi indicated that no one in the area seems to be doing MacMillans. Brittany pointed out that it's appealing that no one else in the area is doing the fundraiser. Holly questioned whether we can have this one arrive at the same time as the meat orders and Jenna indicated if the forms go out by the end of March we should be able to.

Motion to proceed with meat fundraiser - Holly Armstrong

Seconded by - Stephanie Foster

Objections - None

Motion to move Little Caesar's & MacMillans to January 2024 - Stephanie Foster

Seconded by - Jessilyn Uhrig

Objections - None

Ideas discussed for future consideration:

- Jessilyn shared that right now at her school the parent council is doing air popped popcorn. They are selling a small bag of popcorn for \$2. Their money is going to the breakfast program and the kids love bringing their money for this! This is something to consider for the future.
- Tracey Kuchma also mentioned that she received an email from Janice Benson who owns The Raw Carrot soup company which employs people with disabilities and mental health illnesses to give them a hand up. Tracey Kuchma contacted the principal in Mount Forest and they indicated that it is a good fundraiser but not a big money maker so it is not a good stand alone fundraiser.
- Sam indicated that she has a friend that would be willing to do a produce box in the fall (Reroot Organics).
- Little Caesar's & MacMillans January 2024

Other fundraising comments:

- Jenna noted that we should decide on the fall fundraisers before the end of the school year to allow better timing to roll out fundraisers. Tracey K indicated that other schools do a fundraiser calendar so that you know your timeframes and when you need to get things on

	<p>the go.</p> <ul style="list-style-type: none"> • Tracey Kuchma questioned whether we are going to fundraise for the same items as in the fall or whether we will change what we are fundraising for. Jenna indicated we will decide that by the end of this meeting as funding requests are further down the agenda. • Tracy Phillips indicated that we have had some really great donations come in from donors to our breakfast program so we have been incredibly fortunate, including a donation from Blessings to You in Palmerston. <p>Action: Tracey Kuchma to provide Jenna the youngest & only count for fundraising packages to prepare.</p> <p>Stephanie & Alexis presented the Mayor's Charity Golf Tournament application that could provide around \$3,000.00 funding for parent council. It was indicated to Alexis that there was currently only one other applicant at the time.</p> <p>Motion for Stephanie & Brittany to complete the application - Stephanie Foster Seconded by - Jessilyn Uhrig Objections - None</p>
<p>School Update Tracy Phillips</p>	<p>Tracy Phillips & Tracey Kuchma indicated that they were finally able to ascertain the life expectancy of our playgrounds: Kindergarten Playground - life expectancy is greater than 5 years Primary playground - life expectancy is less than 10 years</p> <p>They were inspected in November 2022. Alexis questioned whether the life expectancy is based on the date of installation or the date of inspection. Tracey & Tracy indicated that it's based on the date of inspection. Tracey Kuchma pointed out that Robin Ross would not suggest that Parent Council spend any money on playgrounds because they are closed for large portions of the school year.</p> <p>Lynn questioned whether gaga ball pits and sport equipment get shut down on the same timeline as the play structures. Tracey & Tracy indicated that yes, those items get shut down on the same timeline.</p> <p>Considering that we are less than 10, more than 5 years on these playgrounds we do not need to make a decision in this school year regarding the playground, but will need to discuss in near future.</p> <p>Stephanie questioned whether there are any other big things that the board would not purchase that parent council could purchase, possibly that could be used year round. Ideas included tri-net basketball nets. Naomi commented that there have been discussions regarding a second gaga ball pit. Naomi also commented about musical play equipment. We discussed various options to replace playgrounds that may be able to be used year round.</p> <p>Alexis questioned Tracey Kuchma if she knew what Robin Ross would suggest that Parent Council be spending money on in terms of playground or outdoor play equipment. Now is the time to start researching so that we can decide fundraising targets and timelines if needed.</p> <p>Stephanie also questioned what the pricing is on other suggested items for the yard.</p>

	<p>Action: Tracey Kuchma to follow up with Robin Ross and explore what she suggests for playgrounds. School staff will also find out pricing for gaga ball pits, tri-net basketball nets, etc. and report back at the next meeting.</p>
<p>Teacher Update Naomi McCulloch</p>	<p>Naomi reported it has been an extremely busy February! Skating, bowling, sledge hockey, report cards going home & more!</p> <p>Tracey Kuchma indicated that Tamara has been phenomenal helping parents access report cards online.</p> <p>Naomi indicated that she has had numerous additional wish lists come forward.</p> <ul style="list-style-type: none"> - Controller for Scoreboard (Mr. Novikow) - the current scoreboard is not working in the gym. It is the controller that is not working. The scoreboard came from Harriston Senior so the age is unknown. It is an approximate cost of \$2,000 which should have a longevity of 25 years. - Document Cameras (Naomi McCulloch + 5 other staff) - This is a flexible presentation tool. Jessilyn commented that she has one at school and she loves it. 6 cameras are requested at \$331 each, with a total cost of \$2,000. - Primary Division - Osmo Genius Starter Kits - \$700 - Thumbballs for Junior / Intermediate (Angela Novikow) - Tools for building community and encouraging students to take risks and improve their learning (Icebreaker, Who are you, debriefing, all about you, entertainment talk) - \$200 - Hockey helmets (school request) - Helmets are required for ALL students, staff and parents to be on the ice when we go skating. Approximate cost of \$55.00 each. Jenna questioned how many helmets need to be purchased (replaced). Lynn questioned whether we sanitize and disinfect them in between each use. Stephanie also questioned how often the school typically goes skating and whether the price of these helmets is truly worth it. The school staff indicated that it all depends on the school year and the purpose (such as gym class, etc.) Stephanie motioned to table this to the fall since the skating season is nearly over. Tracey Kuchma will connect with the board to see whether they originally provided these helmets to the school and what they offer in terms of replacement. - Staff Inquiry (Chromebooks) - class sets of chromebooks - currently each class has 6 devices, and the school has 3 carts of 24 devices, 1 cart of 12 devices, 10 "grab and go" devices. Each chromebook costs \$405.50 plus taxes. Disclaimer: if PC ever purchased chromebooks PC would also be responsible for any repairs. Crystal commented that PC has purchased chromebooks before but were never told about this disclaimer. Tracey Kuchma said that in the past PC only subsidized the purchase, not the straight out purchase like this request. <p>Stephanie indicated that it would be appreciated if the slide deck of requests can be sent out to parent council prior to the meeting to digest this information regarding these large ticket asks.</p> <p>Stephanie also questioned whether we should use the Spring fundraiser to purchase the Osmo kits. Jenna commented that we also need to put money toward Scientist in the classroom. Jenna asked how many signed up for Scientist in the classroom and Tracey Kuchma does not have an answer yet.</p>

	<p>Motion that the funds raised from the spring fundraiser go towards the controller for the scoreboard and in-class technology (Osmo kits & document cameras). The amount of technology purchased for classes will be dictated by the success of the fundraisers - Stephanie Foster Seconded by - Jenna Squires Objections - None</p> <p>Action: Naomi will email the slide decks to Parent Council following the meeting.</p>
<p>Spring Events Stephanie Foster</p>	<p>Stephanie reported that the Sub-committee for the spring event met in February. They would like to move forward with a spring event. It will NOT be called Spring Fling and the event will be vastly different. The purpose is to hold a community inclusive event. The initial conversation indicated that any proceeds produced (with the intent that this is NOT meant to be a profitable event) will go towards the breakfast program. Based on board & public health regulations all food needs to be cooked before it comes to the school so the idea of Pizza was presented and well liked among the sub-committee.</p> <p>For full details regarding this sub-committee meeting please refer to Stephanie's minutes.</p> <p>Stephanie commented that Crystal had sent comments regarding free raffles, free pop, etc. and while we want this event to be fully inclusive to all families at the school, in terms of Parent Council being able to afford to put the event on, free everything may not be feasible. Alexis commented that Tracey Philips had a great idea for "Dollar Days at Minto" where we charge \$1 for pop and pizza, etc. because even pop is really expensive these days (example: \$12 for a 24 case of Coke - rainbow Crush pop is more expensive than that). While we aren't looking to make any profit, we do want to recover the costs.</p> <p>Naomi suggested we go back and do some leg work regarding how much pizza costs, how much pop costs, etc. before we can establish a budget request.</p> <p>Tracey Kuchma indicated that she has brought her son to the Spring Fling in the past and he enjoyed himself, so we just need to decide what we want to add and what we want to take away from the event.</p> <p>Crystal indicated that we've always made it like a gathering but we've never done things for free, but maybe we do need to charge for things and put the funds toward the playground. Jenna indicated that she was thinking if we have pizza & pop for sale for \$1 or \$2 and games that are free to play, this makes it affordable for all families to attend and partake in. Stephanie indicated that the school community being fully inclusive is so important so the focus of the event should be toward making this event easy to attend for all families. If families cannot afford to partake in the pizza & pop, they can still come and enjoy free games/raffles. Alexis indicated that she agrees with Crystal in terms of keeping profit from this event to put toward the playground account, but this is not the year to do it due to the economy and how many families are struggling to survive. We want to make sure everyone can attend in some capacity. Making this event about playground fundraising in the future is a great idea, however.</p> <p>Votes regarding event:</p>

	<p>Date options based on initial meeting: June 1st or June 8th Motion for spring event to happen on June 1st - Jenna Squires Second - Samantha Greer Objections - None</p> <p>Action: Tracey & Tracy to reach out to Norwell to ensure we can have Chuckles do volunteer hours at the event for something that he is typically paid to do.</p> <p>Motion for the sub-committee event to proceed with planning a spring event to happen on June 1st. The committee will return to council with a more solid plan and budget request at the next meeting - Jessilyn Uhrig Seconded by - Jenna Squires Objections - None</p> <p>No one in attendance is fully aware of how the PIC funding works, but Lisa has sent a link to Stephanie which Stephanie will send to the remainder of the sub-committee so that they can review and see how that funding fits into the event.</p> <p>Teacher appreciation - Stephanie indicated that we are foregoing the past held teacher appreciation lunch this year. It was generally decided that this is not feasible anymore for various reasons presented by both school staff and council members. The events sub-committee has come up with a top secret appreciation project with the help of Naomi & Tracy Phillips that will be carried out instead.</p> <p>Motion to proceed with the top secret appreciation project rather than the appreciation lunch - Stephanie Foster Seconded by - Alexis Rock Objections - None</p>
<p>Education Week Jessilyn Uhrig</p>	<p>Rather than birthday pencils, Jessilyn has researched items for Education week to be chosen using a spinner wheel. She has found various items for students to pick from - pencil grippers, notebooks, etc. We have approximately 450 kids, Jessilyn's items added up to 612 pieces for a total of approximately \$300.00.</p> <p>This is an education week event; A one and done thing.</p> <p>Motion to proceed with the purchase of Jessilyn's proposed items with leftover items being used at the spring event - Jenna Squires Seconded by - Alexis Rock Objections - None</p>
<p>Fundraising Requests Crystal MacDonald</p>	<p>Fundraising for hardtop painting has already happened so we simply need to obtain pricing and make it happen. Creative Playgrounds is the business that has done the hardtop in the past and he has ideas on his website. Discussion ensued regarding the last time it was done (during Covid) and what was done at that time which included a checkerboard. Crystal questioned whether the checkerboard needs to be repainted. She felt it was more the Kindergarten side that needs to be refreshed.</p> <p>Crystal indicated that Wendy (lunchroom supervisor) indicated that there are basically no toys left for the Kindergarten students. Over the years they disappear. Tracey Kuchma indicated that outdoor equipment was purchased during Covid and perhaps it is put away in places that Wendy is not aware of.</p>

	<p>*The helmet request was addressed during the teacher update and did not need to be discussed here again. Refer to the teacher update section for details.</p> <p>Action: Tracy & Tracey will obtain pricing for painting of the hardtop.</p> <p>Action: Tracey & Tracy will ask for a wish list of items for outdoor use and will also ascertain whether the school can accept donations of outdoor toys again. Tracey & Naomi will also see whether there has been communication between Wendy & the Kindergarten teachers because a lot of stuff was put away during Covid and perhaps hasn't been brought back out. The school staff will also check the Bunker to see what is there in storage for outdoor toys.</p>
Adjournment	<p>Next Meeting: April 4th @ 6:00 PM</p> <p>Meeting adjourned at 8:46 PM</p> <p><i>Motioned by Alexis</i> <i>Seconded by Jenna</i> <i>Carried</i></p>