

<b>Meeting Name:</b>	<b>Ponsonby School Council Meeting Minutes</b>		
<b>Date of Meeting:</b>	October 18, 2022	<b>Time:</b>	6:30 pm
<b>Location:</b>	Ponsonby School, Library		
<b>Attendees</b>			
Rebecca McDowall, Sandra Baguley, Jessica Jacobs, Adam Haramule, Lindsay Wideman, Darcy Studer, Kelley Jones, Mary-el Lane, Krista Chappell-Merchant, Laura Burns, Megan Primeau, Laura Burns, April Blakey Regrets: Kristin and Vanesh Kathiravelu, Christine Anderson, Christina Dejonge, Sarah Williams			
<b>Meeting Began at 6:30 pm</b>			
<b>Topic</b>	<b>Discussion</b>		
<b>Meeting Action Items</b>	<ul style="list-style-type: none"> <li>• Let Kelley know if we don't get an email Friday (all council)</li> <li>• Krista to write Ponsonby Merch notification to send home Monday and post link of Facebook group</li> <li>• Krista to touch base with College Heights re. Panther feast</li> <li>• Lindsay to form sub committee for winter Market</li> <li>• Krista to gather ideas for kindergarten team re. Types of items they need/want for yard.</li> <li>• Mary el to contact county representative regarding raffle license. (Kelley has the name)</li> </ul>		
<b>Elections</b>	Nominated Darcy as Treasurer, Lindsay seconded. April & Christina were nominated for co-secretary and seconded by Darcy. Rebecca nominated herself as co-chair.		
<b>Principal's Report</b>	<ul style="list-style-type: none"> <li>• over the next 2 weeks, Kelley will be visiting each of the classes and reading a book and discussing yard issues and what to do and how to find help. 163 students in the school.</li> <li>• sports have started</li> <li>• GSA meeting has started</li> <li>• leadership opportunities for grades 5%</li> <li>• Kindergarten now have access to the whole yard at recess</li> </ul>		

	<ul style="list-style-type: none"> <li>● modes of communication, Ponsonby 3 comes through email, push notification through google and twitter.</li> <li>● website has been reformatted; school news, school council news, all about us</li> <li>● board multi year plan - priorities, what school communities are looking for - support in coding, equity initiatives, wellbeing mindful Monday, eco school work</li> <li>● Lindsay asked if we were supposed to get an email as well as a push notification but only got one. Kelley will double check this week.</li> <li>● Darcy wants to know if these notifications should be posted on Facebook as well. Kelley said we could post for parents to check emails or other notifications to find out more details.</li> <li>● Rebeccah is wondering if we should have someone in charge of Facebook.</li> <li>● Mary-El is hoping to see better communication.</li> <li>● Krista said there was no notification regarding Terry Fox</li> <li>● Kelley said going forward there would be an email sent out each Friday with upcoming events</li> </ul>
<p><b>Treasurer's Report</b></p>	<ul style="list-style-type: none"> <li>- Darcy said we did not spend the estimated \$1000 for the start of school BBQ. We ended up earning \$79.</li> <li>- Got a surprise cheque from Mabels Labels for \$90 (Krista asked if they are local but they are not. There is an Elora label company)</li> <li>- \$100 in the cash box</li> <li>- went over cash flow report</li> <li>- budget goes over ideas (holiday market, cards, etc)</li> <li>- list of things we want to spend money on</li> </ul>
<p><b>Carry over business</b></p>	<ul style="list-style-type: none"> <li>- Hot Lunches - in the past we've done grilled cheese or hotdogs on Fridays. Cannot come back yet. We don't have a proper kitchen which means food can;t be prepped in it. We could do a fundraiser for what we may need to add to the kitchen to make it work. Mary-El and Kelley have tried reaching other board numbers for answers and so far, no luck. Kelley has been trying to find other schools that have been doing hot lunches, no luck. Food &amp; Friends could be set up (salad days, yogurt days that didn't need prepped) F&amp;f is not commercial, there is no money involved. Lindsay was asking if</li> </ul>

	<p>we could do something like a sandwich day since we don't have to cook them? Is it a money issue or a food safety issue? Sandra has noticed that it may be hard to offer food to everyone even if they couldn't afford it but sometimes kids are told at home that they cannot participate so its hard to offer it to them after that.</p> <ul style="list-style-type: none"><li>- Mary-El noticed that pizza is increased significantly.</li><li>- Lindsay is asking if we could do hot lunches for the whole school as a donation only so that every one can participate?</li><li>- Darcy said he went to the Salem school council and fundraising was truly fundraising. Like Farm Fresh for example.</li><li>- What can we find to replace hot lunches as it doesn't look good.</li></ul>
	<ul style="list-style-type: none"><li>● Ponsonby Merch - it's not listed as a fundraiser as we decided not to fundraise with it. This will give people a chance to afford items if we leave it at cost vs. fundraiser.</li><li>● Linking fundraisers to categories. Rebecca said categories could be teacher wish lists, school events, library programs, yard equipment, etc. (movie night, market would be school community events, turkey dinner would be school event)</li><li>● Kelley agrees that school spirit wear should not be a fundraiser so that more people can participate. She understands that we need a fundraiser but trying to keep cost in mind. We can take it a bit slower as we don't have any major projects that need the money like a new playground or such.</li><li>● Megan would like to know what we need to raise for the grade 6 trip - Kelley said it can only be for 1 night and in Ontario - YMCA camp. Kelley said the board does have equity funds for those students that cannot afford the trip.</li><li>● Darcy - grade 6 trip fundraising is great so that the grade 6s could do it themselves and see the results and lower the trip cost for everyone.</li><li>● Megan would like to discuss at next meeting what we want to fundraise for</li><li>● Kelley \$300 for regular movies and \$400 for early releases per movie for movie night.</li></ul>

- upcharging for merch? (reg hoodie adult 34.99 or under armour 54.99; children hoodie 49.99 for UA) Maybe order extra shirts and do a “draw” for students that may not be able to afford something.
- upcharge by \$1 each to help with the cost of the anything extra we order for donations. Leave t-shirts at 12.99 so we have a good cheap item. Lindsay proposed, Rebeccah seconded, everyone agreed. Adding \$1 to everything except the t-shirts. We need to do a fundraiser form for Ponsonby Spirit wear.
- Rebeccah was wondering if parents can order items for xmas gifts? We can add to contact Krista so she can make sure parents are notified.
- Ponsonby Merch start date October 24th. Open for 2 weeks and then an additional 2-3 weeks. (we can mention that we will run this again in the spring)
- Lindsay asked if its tax deductible for donations. Kelley said yes, anything over \$10. We need to do a better job on communicating this
- Community Gathering (turkey dinner) - tables booked for November 30th, closest we could do to December. Krista talked to College Heights and they can do the turkey, cookies (non-holiday themed). Parents have done some of the sides. We should add some non-christmasy items to it. We can ask College Heights to do the sides instead. Megan would like to find out what other sides they could do (rice, samosas, etc)

Will move pizza from Nov 30th to another date.

Darcy asked if we will still ask parents for a donation. Yes, \$5 on school cash

Lindsay asked if we could add “would you like to donate a meal?” on school cash?

Name for Turkey Dinner - Sandra suggested Panthers Feast. This is an event, not a fundraiser.

Rebeccah proposed the Panther Feast to November 30th. Darcy seconded it, All in favour.

Winter Market Nov 19th 9-12 - asking parents to bring in donations for baskets from the classes.

Darcy thinks we should make it a fun event so it makes lots of people want to come for the actual event.

(playdough, colouring, ornament making, boardgame centre, photobooth).

We need a lottery license for raffles. We would have to apply to the town. Mary-El will contact the town.  
Darcy is asking about door prizes?  
Darcy said we could have raffle tickets for the doorprize to give out to each kid and then a basket for donations.

Lindsay to email Mardi regarding the 15 tables needed for the market.

Lindsay will create a winter market committee.  
Send info regarding market out to parents on Nov 1st.  
Asking for donations between Nov 7-11th.

Lindsay said in the past we've sold poinsettias on school cash and then pick up would be at the market. WOULD bring people in the door.

Goal is \$1800 for market. No expenses.  
Categories - Library, instructional supplies  
All in favour.

Greeting Cards - \$33 a box, \$11 comes back to the school.

Community & School Events (movies, BBQ, Panther Feast, school trips)

Megan proposed, Lindsay seconded and all in favour for greeting cards in the spring.

Fun Script are gift cards. School gets 2-5% kickback to the school. We should start on Nov 21st that way we could also talk about it at the market. Could have them back by Dec 16th. Money will go to school & community events. Megan proposes, Rebeccah seconded, all in favour.

Mabels Labels, ongoing fundraiser for instructional supplies & outdoor equipment. Megan proposed, Lindsay seconded, all in favour. Will send out a reminder about labels.

Darcy proposes we spend \$500 for forest of reading.  
Lindsay seconded it, all in favour.

Chrome books, why do some schools have lots and some don't have many. Kelley said every school gets a technology refresh each year. Chrome books have a lifespan of 5 years.

	<p>Kelley will find out from the board why we have not had any refreshes.</p> <p>Kindergarten Refresh - no refill for the sand box, no balls, not much to do.          Krista suggested we ask for donations for Kindergarten refresh.          Kelley said we could request that when parents are cleaning up their yard, see if they have good quality outdoor toys they would like to donate.          Krista is proposing to ask for donations and put out request for that.</p>
<p><b>Follow Up Required at next meeting</b></p>	<ul style="list-style-type: none"> <li>● movie nights</li> <li>● where we are spending fundraisers</li> <li>● Kelley is going to look at fundraisers done at other schools and the technology refresh status with the board.</li> <li>● Replacement fundraiser for hot lunches (tonight Tuesdays?)</li> <li>● Set Greeting card fundraiser date</li> <li>● Winter market updates/to dos</li> <li>● Panther Feast update/to dos</li> <li>● Revisit Kindergarten needs</li> <li>● Wish list items from teachers</li> <li>● set future dates for school council meetings</li> </ul>
<p><b>Meeting adjourned at 8:50 pm</b></p>	
<p>Next Meeting November 15th at 6:30pm</p>	

