

Meeting Name:	Ponsonby School Council Meeting Minutes		
Date of Meeting:	October 18, 2022	Time:	6:30 pm
Location:	Ponsonby School, Library		
Attendees			
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, Rebecca Morton			
Meeting Began at 6:30 pm			
Topic	Discussion		
Meeting Action Items	<ul style="list-style-type: none">• Let Kelley know if we don't get an email Friday (all council)• Krista to write Ponsonby Merch notification to send home Monday and post link of Facebook group• Krista to touch base with College Heights re. Panther feast• Lindsay to form sub committee for winter Market• Krista to gather ideas for kindergarten team re. Types of items they need/want for yard.• Mary el to contact county representative regarding raffle license. (Kelley has the name)		
Elections	<ul style="list-style-type: none">• Nominated Darcy as Treasurer, Lindsay seconded• Nominated Rebecca as co-chair• April & Christina were nominated for co-secretary, seconded by Darcy, all in favour		
Principal's Report	<ul style="list-style-type: none">• 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.• sports have started for the juniors• GSA meeting has started• leadership opportunities for grades 5 and 6• Kindergarteners now have access to the whole yard at recess		

	<ul style="list-style-type: none"> • modes of communication, Ponsonby Three comes through email, push notification through google and twitter. <ul style="list-style-type: none"> ◦ Lindsay asked if we were supposed to get an email as well as a push notification as some of us only got one. Kelley will double check this week. ◦ Darcy asked if these notifications should be posted on Facebook as well. Kelley said we could make a post asking parents to check their email or website for more information • website has been reformatted; school news, school council news, all about us and staff • board multi year plan - priorities, what school communities are looking for - support in coding, equity initiatives, Wellbeing Mindful Monday, eco school work • Rebecca is wondering if we should have someone in charge of Facebook. • Mary-El is hoping to see better communication. • Krista said there was no notification regarding Terry Fox • Kelley said going forward there would be an email sent out each Friday with upcoming events
Treasurer's Report	<ul style="list-style-type: none"> • Darcy said we did not spend the estimated \$1000 for the start of school BBQ. We ended up earning \$79. • 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) • \$100 in the cash box • went over cash flow report • Proposed budget goes over ideas (holiday market, cards, movie night, Blue Spruce books etc)
Carry over business	<ul style="list-style-type: none"> • Hot lunches cannot come back yet. Kelley spoke with the board and we do not have a proper set up in our kitchen. She will find out what needs to be changed. We could use a fundraiser to raise money for kitchen equipment. May not happen this year. <ul style="list-style-type: none"> ◦ Mary-El and Kelley have been trying to reach board members for answers with no luck so far. Will keep trying. ◦ Food & Friends could be an option (salad days, yogurt days, things that do not need prepped) Food & Friends is not commercial so there is no money involved.

	<ul style="list-style-type: none"> <ul style="list-style-type: none"> ○ Lindsay asked if we could do something like a sandwich day since we don't have to cook them? Will find out from the board. ● Mary-El noticed that pizza has increased significantly. Kelley said they have changed pizza places this year which is most likely why. <ul style="list-style-type: none"> ○ April requested that the option of gluten free pizza be placed on the order form for next term as it was missing this term (new this year, which was why) ○ Darcy said we need to start looking into a new fundraiser that will raise a lot of money if we can no longer do hot lunches. ● 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. ● 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; Panthers Feast would be school event) ● 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. ● Megan would like to know what we need to raise for the grade 6 trip <ul style="list-style-type: none"> ○ Kelley said the trip itself can only be for 1 night and in Ontario; usually YMCA camp. Kelley said the board does have equity funds for those students that cannot afford the trip. ● 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. ● Kelley \$300 for regular movies and \$400 for early releases per movie for movie night. We will find out about the copyright we have gotten in the past because it was much lower than that and for the year. ● upcharging for merch? 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 anything extra we order for donations. Leave
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	<p>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.</p> <ul style="list-style-type: none"> • Rebeccah was wondering if parents can order items for xmas gifts? We can add a note to contact Krista so she can make sure parents are notified when they arrive back at the school. • 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 donations are tax deductible. Kelley said yes, anything over \$10. We need to do a better job on communicating this • Panthers Feast (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 in the past. 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) <ul style="list-style-type: none"> ○ Will move pizza day from November 30th to another date ○ Darcy asked if we will be asking parents for a donation for the Panthers Feast. Yes, \$5 on school cash. ○ Lindsay asked if we could add another option to school cash "would you like to donate a meal?" ○ Rebeccah proposed the Panther Feast be on November 30th, Darcy seconded it, all in favour.
	<ul style="list-style-type: none"> • Winter Market is set for November 19th from 9am-12pm <ul style="list-style-type: none"> ○ Darcy suggested we make it a fun, inviting event so it attracts a lot of people to come to the actual market day (playdough station, colouring station, ornament making, boardgame centre, photo booth, etc)

	<ul style="list-style-type: none"> ○ Kelley informed us that we need a lottery license for raffles. Another school has recently been fined for not having one. Mary-El will contact the town to find out cost ○ Darcy asked about door prizes instead? We could have tickets for the doorprize to give out to each student 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 ○ We will send info regarding the market to parents on Nov 1st and will be asking for prize donations between Nov 7th - 11th ○ Lindsay said in the past that we have sold Poinsettias on School Cash and then pick up at the Winter Market. Would get more people in the door for the market ○ Goal is \$1800, no expenses. Fundraiser categories will be library and instructional supplies. All in favour. ● Greeting cards will be \$33 a box, \$11 comes back to the school. Fundraising estimate is \$400 <ul style="list-style-type: none"> ○ Fundraising for community & school events (movies, BBQ, Panther Feast, school trips) ○ Megan proposed, Lindsay seconded and all in favour ● Fun Script is for gift cards, School gets 2-5% kickback. 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 proposed, Rebecca seconded, all in favour ● Mabels Labels is an ongoing fundraiser for instructional supplies and outdoor equipment. Megan proposed, Lindsay seconded, all in favour. Will send out a reminder about the label fundraiser ● Darcy proposes we spend \$500 for Forest of Reading. Lindsay seconded it, all in favour. ● Why do some schools have lots of chrome books and some don't have many? Kelley said every school gets a technology refresh; chrome books have a lifespan of 5 years. She will find out from the board about why we have not received any refresh
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	<ul style="list-style-type: none"> • Kindergarten Refresh needed; we did not get a sand refill for the sand box (will look into that for the spring), no balls, not much to do • Krista suggested we ask parents for donations for the Kindergarten refresh and send out a reminder that when everyone is doing yard clean up this fall, to think of the school if they have extra sand toys, balls, ride on toys, etc that they are thinking of getting rid of
Follow Up Required at next meeting	<ul style="list-style-type: none"> • movie night • where we are spending fundraisers • Kelley is going to look at fundraisers done at other schools and the technology refresh status with the board. • Revisit Kindergarten needs • Wish list items from teachers • set future dates for school council meetings
Meeting adjourned at 8:50 pm	
Next Meeting November 15th at 6:30pm	

