

Meeting Name:	Ponsonby School Council Meeting Minutes		
Date of Meeting:	September 13, 2022	Time:	6:00 pm
Location:	Ponsonby School, Staff Room		
Attendees			
Rebecca McDowll, Lindsay Wideman, Darcy Studer, Lisa Doering, Mary-el Lane, Krista Chappell-Merchant, Christina de Jonge, Laura Burns, Megan Primeau, Laura Burns, Christine Anderson, Sandra Baguley, April Blakey, Jacqueline Angood, Kristen Kathiravelu, Adam Haramule, Regrets: Chantele Dunk, Jessica Jacobs, Sarah Williams			
Meeting Began at 6:35 pm			
Topic	Discussion		
Overview of School Council	<ul style="list-style-type: none">Did introductions of everyone. Reviewed the positions. Handed out the nomination forms. Went over the way we hope to function this year and the way fundraisers will work.		
Elections	<ul style="list-style-type: none">Nomination form given out (form attached)Return by Wednesday, Sep 21stElections to be made next meeting		
Principal's Report	<ul style="list-style-type: none">Classed will be reorganized in the next few days. Hopefully will be completed by friday. All families affected were called. Only 11 students needed to change classes.Matt from the board said that the hot lunches will not resume as of now. Food poisoning is a concern. Matt will be coming to the school on Friday.Teachers are asking about the sciencist in the school and new technology.First day of school went well.		

<p>Treasurer's Report and Survey Results</p>	<ul style="list-style-type: none"> ● Survey was sent out in June via facebook and UG connect. ● Survey results. <ul style="list-style-type: none"> ○ Bring back hot lunches holiday Market and movie night. ○ Top spend item was services for kids. ○ Parents not concerned about the amount of fundraising. ○ Parents want more communication through email. ○ Parents want yearbooks ○ Update the playground. ○ Concern about Ponsonby kids missing out on events such as track and field. Lisa said all activities will run this year and kids will start to travel to other schools for sports and teams. ○ Planning to go ahead with grade 6 trip. ● Overview of what we have spent <ul style="list-style-type: none"> ○ Earmarked for bbq 1000.00 ○ Earmarked for the teachers 800.00 ○ remaining funds 140.19 ● Reviewed possible fundraising for the year <ul style="list-style-type: none"> ○ see attached table
<p>Fundraising</p>	<ul style="list-style-type: none"> ● Process moving forward <ul style="list-style-type: none"> ○ fundraising form to be handed in to Principal for approval indicating person in charge, date of fundraiser, anticipated revenue and expense and what the money is being used for ○ When school cash online opens, a statement will be included each time that all fundraisers are OPTIONAL, where the money is being used and how much money goes back to the school (if possible eg. \$11 per box of greeting cards sold will be given to the school) and that a donation can be made to the school at any time ● Krista talked about school merch. Grade 6s could run this fundraiser and use the funds for the grade 6 trip. We decide the cost of the items and how much to mark up from the base price. Showed new

	<p>logo of the name and panther. Everyone liked the new logo and liked the idea of merch.</p> <ul style="list-style-type: none"> • Parents can be aware of the grade six trip. • Rebecca proposed we run ponsonby merch for the grade 6 trip pending principal approval. <ul style="list-style-type: none"> ◦ Christine seconded ◦ All in favor - yes ◦ fundraiser approval form given to Lisa • Greeting cards <ul style="list-style-type: none"> ◦ box of 33 cards for \$35. ◦ all occasion or birthday. Fundraiser to go to ? ◦ still to figure out where money will go ◦ Rebecca proposed we run the greeting card fundraiser pending principal approval. <ul style="list-style-type: none"> ■ Meghan seconded ■ All in favor - yes • Fundscript will be discussed next meeting.
Events	<ul style="list-style-type: none"> • Welcome Back BBQ and Open house happening Wednesday Sept 21st from 5-7 • Event will include BBQ and ice cream (scoop elora), face painting (Brecreative), fire trucks, police car, games with small prizes. • BBQ usually happens in June but sept this year. Asked for helpers for food and tickets. Face painter for 2.00 cash. • Ask if the grade 6s want to help with games. <ul style="list-style-type: none"> ◦ Rebecca to contact Mrs. Winter about grade 6's helping with games and school council donating money towards their grade 6 trip • Question was asked if it is possible to pay with cash and not just cash online. we will have to find out how to make that happen. Get a cash box set up to make change. • Need BBQ <ul style="list-style-type: none"> ◦ Meghan offered hers, still looking for one more ◦ Lindsay to pick up with trailer • Make sure that there is enough food for the fire and police. • Look into different options for food restrictions. Get ingredient lists.

	<ul style="list-style-type: none"> • Name tags were suggested for all. Sandra to supply name tags. School Council members to indicate involvement in case anyone has questions • fundraiser approval form given to Lisa • Lindsay talked about the holiday market. <ul style="list-style-type: none"> ○ proposed date - Nov 19th. 9-12 ○ gave an overview of what the market is for new members. ○ Lindsay proposed the holiday market for this year. ○ Krista seconded. ○ All in favor. yes! • Lindsay discussed the Turkey dinner. Let new members know what it is about. Food is prepared off-site. <ul style="list-style-type: none"> ○ Matt will have to approve the turkey dinner. ○ Proposed date is Dec 7th for turkey. ○ Krista proposed the turkey dinner. ○ Rebecca seconded ○ All in favor. Yes!
Follow Up Required	<ul style="list-style-type: none"> • Lisa to talk to Matt (superintendent) about the following <ul style="list-style-type: none"> ○ Grade 6 Trip ○ Hot Lunch program is someone has safe food handling course ○ Holiday Market ○ Turkey Dinner
Meeting adjourned at 7:55 pm	
Next Meeting: Monday 3 October at 6:30	

Notes for Council Meeting 9/13/2022

Tuesday, September 13, 2022 6:00 PM

Starting Balance: \$ 1940.19

Earmarked for BBQ:	\$ 1000.00
Earmarked for Teachers:	\$ 800.00
Remaining	\$ 140.19

BBQ:

- Budget: 1000\$
- (Earmarked from last year, will additionally be pulling in funds)
- Current Cost Estimate:
 - Food - *Roughly covered by prices*
 - Prizes - 50\$
 - Various Supplies - 100\$
 - Face Painting: 320\$
 - *Any other Rentals I'm unaware of?*
 - **Total: < 500\$**

Fundraising/Events This Year

Note that we need to attach the fundraising we do to specific spend purposes this year. Right now this list doesn't include many spend categories, discussion is needed in the meetings.

Timing	Title	Category	Est In	Est Out
<i>All Year</i>	Movie Nights	Grade 6		150
<i>All Year</i>	Hot Lunches	Fundraiser	2500	
<i>All Year</i>	Teacher Allotment	Event ¹		800 ³
Sept	BBQ	Event		1000 ³
Sept	Ponsonby Wear	Grade 6 ²		
Nov	Holiday Market	Fundraiser	1800	
Nov	Fundscrip	Fundraiser	800	
Nov	Turkey Dinner	Event		700
Nov	Greeting Cards	Fundraiser	?	
Jan	Elmira Poultry	Fundraiser	?	
<i>Spring</i>	Scientists in Class	Event		1600
April/May	Freshbox	Fundraiser	600	
<i>End of Year</i>	Grade 6 Trip	Event ²		
End of Year	School Wide Trip	Event ²		
<i>Anytime</i>	Books	Event ¹		500

1. *Not an event but categorized with other "spend" items*
2. *Not actually a School Council item*
3. *Earmarked*

