

**School Council
Meeting Minutes
June 13th, 2023**

Opening:

The meeting was called to order at 7:16 pm by Karen Kennedy.

Present:

Marianne Millsap – Principal
Ashley Hopkins– Vice Principal
Karen Kennedy-Co-Chair
Melissa Irwin-Secretary
Amy Ouchterlony
Jeannette French-Community Rep
Amber Gallagher
Carli Lang

Lourdes Mehlhorn-Treasurer
Jennifer Robertson-Teacher Rep
Carly Ferris-Co-Chair
Shannon Wright
Andrew Cunningham
Adelle Barr-Klouman
Annalea Kidd

Welcome:

Karen welcomed everyone, introduced herself, and asked if everyone in attendance would introduce themselves.

Council passed the May 16th Meeting Minutes.

Principal's Report

Report cards will be available for download on June 22nd. Paper copies will be made available for those who require them. Grade eight graduation will take place the evening of June 26th, and SK graduation has a new date, June 20th.

Marianne spoke about parking at the school. Dufferin OPP will be ticketing and towing any vehicles parked on the roadway near the school. She has been in discussions with the Board exploring options to help alleviate the parking issues at the school.

The basketball nets will return to the tarmac over the summer. The tarmac will be redone and we are able to choose what goes on it (ex. 4 square).

Sandra Hawkins, Jennifer Robertson, and the Primrose Singers Choir have been invited to participate at Laurel Woods in the opening ceremonies of the Plowing Match in September. Congratulations!

There was a small discussion about whether classes would attend the Plowing Match for field trips. Ultimately, the decision would be made by teachers who wanted to participate and would require many volunteers, but it is an option if teachers decide to proceed.

Marianne expressed her appreciation for the support received from parents and the community throughout the school year. The kids have been fantastic, and despite particular challenges, it has been a great year at Primrose!

Teacher's Report-Jennifer Robertson

Staff Input for School Council - June 2023

Family Transition Place Programs:

FTP has wrapped up their spring programs for grade 5-8 classes. The quality of the programs and the instructors have been excellent. We are very grateful that this valuable experience was provided by School Council funds. A big thank you for this generous support! The instructors have provided reports to share results from each class. Here are the first two that have come in:

Please see attached PDF Reports

Ms. Hawkins, Ms. Burgess, Ms. McNalty, Ms. O'Grady's Field Trip To Highlands Nordic Outdoor Education Centre

- It was a bit of a rainy day, but the students were all dressed appropriately to be able to participate in our outdoor activities. The pond study was a hit with everyone and our parent volunteers did an amazing job monitoring and ensuring safe participation and even helping to catch a couple of frogs! It was a little wetter than anticipated so we ended up with some muddy shoes and wet socks 😊 We learned a lot about different types of animals (mammals, birds, reptiles, amphibians, insects) and saw chickens, baby ducks, goats and a sheep in our farm tour. We also learned how to read maps and did some wayfaring indoors and outside. It was lots of fun for everyone!

Ultimate Frisbee - 21 kids at tournament at CHES, 36 at school practices, volunteer coaching appreciated

Track and Field - two successful days of outdoor athletics, finals at ODSS on June 21

Field Trips - many classes having experiences off site, seem to be enjoyed by most, we appreciate the volunteer supervisors

EQA0 - all grade 3 and 6 classes have finished, Ashley H set up volunteer scribes, their help was appreciated

Talent Shows - first one day, next on June 19 and 20

Movie Nights - Thank you from the staff!

Pride Club to highschool - to meet with students and participate in the flag raising, met their pride members

Healthy Schools Club to highschool - met with one of the foods teachers and saw the classes and did some cooking

Grade 8s to highschool for visit

Grade 8 Yearbook - Benotto is organizing with students for graduates

June 29 - two farewell assemblies for staff and students

Land Acknowledgements - Students are encouraged to submit a photo and a personal statement about a connection to and appreciation to the land, Sherie Anderson is organizing it

Treasurer's Report

Lourdes provided an account summary as of June 13th.

- Pizza- \$13,510 (expenses to come off still)
- General- \$3,442 (expenses to come off still)
- Playground-\$11,321 (some deposits still to go in)
- Hot Dog Day Total Profits- \$1,038
- Movie Nights Total Profits- \$1,400

Eco-Schools Report- Ashley/Annalea

Ashley announced Primrose achieved Platinum Status for Eco-Schools! She gave thanks to all who helped make this achievement possible. We look forward to having this fantastic program continue at Primrose next year with the help of eco-minded parents and teachers. Look out for more information on how you can help in September!

Other Business

Amber shared that the total donation from the Rotary Club of Shelburne's Smile Cookie Campaign is \$3,400 towards the Natural Playground! Primrose students will benefit from this donation, and many will also benefit from the other initiatives supported by the Smile Cookie campaign, including the Shelburne Food Bank, Local Schools Breakfast Club, Backpack Program, and the Christmas Hamper Program.

Jeannette shared a fundraising proposal for "Dufferin County Harvest Boxes," similar to the "Fresh from the Farm" fundraiser we heard about at the May meeting.

Key points from the proposal include:

- Promotes local Dufferin County Farmers (within a 20km radius of Primrose) and Healthy Eating
- Pick up would be the week following Thanksgiving; if it goes well, a possible fundraiser for June
- Boxes to include a \$25 vegetable box and a \$20 apple (8lbs) box
- The school would receive 30% of the sales of each box \$7.50/vegetable box \$6/apple box
- would require a minimum of 50 orders and a maximum of 200
- would require 10-12 volunteers

After some discussion, most attendees voted in favour of running this fundraiser. Marianne gave tentative approval as a final decision will be made in early September.

Year End/Playground Summary-Karen

Karen asked the Council and Admin to approve bumping up the Playground account \$5000 from other accounts to secure the builder to work over the summer. The majority voted in favour, and the request was approved.

Karen then shared a slideshow(see below) to bring everyone up to date on fundraising efforts for the year and the progress and future plans for the playground.

PLAYGROUND REVITALIZATION PROJECT UPDATE

Your Playground Committee:

Amber Gallagher
Annalea Kidd
Karen Kennedy

TIMELINE

- Committee formed in March 2020 (just before the pandemic)
- Approval to proceed granted in May 2022
- The challenge: We had a max project value of \$100,000 and two years to do it in.
- We were able to raise \$33,000 for Phase 1. Now we are ready to do Phase 2 Summer 2023.
- Here is a bit of a visual tour of where we came from, where we are and where we are going... hopefully!

BEFORE

This area really did not have much in the way of play elements, but is a designated play area for grades 1-4.

We wanted to create a fun and interesting space that had play elements that can be enjoyed by kids in Kindergarten - Grade 6.

The red climbers up on that raised section were already deemed obsolete and kids were not allowed to play on them.

The blue climber was relocated to an area more suitable for it - over by the traditional play structure.



BEFORE

The swale is a wet area that has a lot of challenges with it in terms of seasonal wetness and mud, drainage issues and the hill itself.



AFTER

New picnic tables for seating, Adventure Play course, Mud kitchen and Store front.

(and a prepared area for phase 2)



AFTER



Mud Kitchen & Store Fronts



Gaga Ball Pit



Adventure
Course



Portable
Gaga Ball Pit



WHAT ELSE HAS BEEN HAPPENING?



\$14,426

Is the amount we have spent on OTHER things - not related to the playground. Most of this money was generated from Pizza (23 PIZZA DAYS!), but also thanks to our Meet the Teacher fall bbq, some Spirit Wear commissions and a few other initiatives.

- FTP \$4800
- New Slides on the Traditional Climber \$5470
- FETE \$561
- Butterfly kits \$147
- Babysitters for Council Meetings \$120
- Little Red Theater \$700
- Forest Of Reading \$806
- Playground Toys \$1575
- Kindergarten Grad gifts (books) \$300
- Money towards new Puma \$67 (\$500 PIC grant)

WHERE ARE WE GOING?

We have **\$23,300** that we have raised specifically for the playground this year

- Plant Sale
- Bottle Drive
- Mochaberry Coffee
- Poinsettias
- Domino's Pizza Night
- Movie Nights
- Hot Dog Days
- West Coast/Hawthorn Seeds
- TD/Mulmur Grants
- Smile Cookie
- Private/Corporate Donations



Our Summer Goals with this money are:

- Log Jam \$8960
- Chin Up Bars \$4785
- 4 Trees for Shade \$3132
- No Mow Zone \$4425
- Sensory Panels \$3052
- EWF top-up (wood chips) \$1550

TOTAL \$27,900

Our Ask is to move ~\$5000 of leftover funds that were generated from Pizza over to playground to get these projects done.

Our deadline is Sept 2023.

Chin Up Bars and Log Jam



Sensory Panels



Steering wheels



drums

No Mow Zone

The \$5500 TD Grant we received was specific to be used towards this projects. There will be sitting/ climbing rocks, gardens, trees, grasses and quiet spaces to observe nature.



Q: How much will the bridge cost?

A: \$3500

Q: Why does the “No Mow Zone” cost \$4425

A: The plan for the no mow zone is not to have just a meadow. The cost includes the completion of an 1100 sqft. space with 15 boulders for sitting, native plants, rocks, a walking path, 50 shrubs and plants with a mulch ring around the space.

Comment: We really appreciate all the hard work, planning and fundraising that has gone into the natural playground. This has been a council item for more than a decade and we are thankful for all you've done to bring it to life!

Addendum to the minutes:

There was a discussion at the council meeting regarding the School Council accounts and the challenges faced by our Treasurer this year in summarizing accounts due to the way accounts were set up. It was agreed to take this matter offline and look at it more closely with Mrs. Boynton.

Two subsequent meetings were had with Karen Kennedy, Lourdes Mehlhorn, Marianne Millsap, Tricia Boynton and Annalea Kidd. The results are detailed below, but we believe that renaming some accounts, creating descriptions for what these accounts are intended for, creating new guidelines and a fundraiser-specific account will ultimately make things easier for School Administration, as well as School Council.

Retired the following account:

SC Classroom Fundraising Cat # 8657.

(There was a small balance of 248.09 which was transferred to Playground. School Council did purchase \$1575 worth of classroom toys (balls, pylons, beanbags etc) but they were paid from our pizza account.)

Renamed the following accounts:

SC - Other Cat # 1200 to SC - General

SC - Pasta Days Cat # 8659 to SC - Fundraising

(The purpose of this is so that when a fundraiser is set up, all School Cash Online funds will be deposited into this account. Expenses will be withdrawn from this account. At the end of the fundraiser, when all moneys are deposited and withdrawn, the balance will be transferred out to the designated account that the money is intended for.)

SC - General Classroom Cat # 5201 to just SC - Classroom

(This account will be used for any classroom expenses etc (toys, forest of reading, scientists in the class, trips or programs we agree to pay for, money to teachers etc.) . Money that Council agrees to allocate to these initiatives should be moved from pizza or fundraising (or whatever account has been agreed upon) into this account.)

SC - Breakfast With Santa Cat # 8658 to SC - Large Events

(It was agreed by Mrs. Millsap and Karen Kennedy that this money does not need to be held in this account. This was done at a time before Primrose used School Cash Online as a start-up

fund for Breakfast With Santa. As we now use School Cash Online, and as such funds would be received in the planning stages of a large event, this money is not needed. It was transferred to the Playground Account. This account will be renamed Large Events. BWS is not an event name that is supported by the School Board and this account would be used to track activity for any large event that the School Council wished to put on.)

NOTES ABOUT SC- Playground Account:

As the Playground Revitalization project had a 2 year time-frame as directed by UGDSB, it was desirable to have as much money as possible to create a purchase order for the contractor to do work in July-Aug 2023. With all of the fundraising, received grant money, private donations as well as these fund re-allocations detailed above, we are able to create Purchase Order in the amount of \$31,117 for Parks Recreation. In addition to this we are depositing \$1822 into the Playground Maintenance Account, as required for any maintenance that may be required to support these new play elements being added.

SUMMARY OF PO AND DETAIL:

Chin Up Bars - \$4350 + \$435 Holdback

Log Jam - \$8145 + \$814.50 Holdback

EWf Top Up - \$1550

2 Trees at Gaga - \$2088

2 Tree at picnic tables - \$2088

2 Sensory panels - \$2775 + \$277.50 Holdback

No Mow Zone - \$4425

2 Tree at No Mow - \$2088

Sandbox - \$2950 + \$295 Holdback

Element Total (\$30, 459)

Rebated Tax (\$657.94)

Holdback (\$1822)

= \$32, 938.94

Adjournment:

The meeting adjourned at 8:55 PM.

Minutes Submitted By: Melissa Irwin

Minutes Approved By: Executive & Admin.

Next Meeting Date: **September TBD**