

PDPS Community School Council
1st Meeting of 2019/2020 School Year

Monday, September 23rd, 2019
6:30pm in the Library

In attendance: Aren J, Dawn R, Nicole W, Steph T, Tina Y, Michelle V, Kim M, Becki H, Jamie B, Sam B, Brigitte B, Ann O

Regrets: Jess W

1. Aren (outgoing chair) opens the meeting at 6:30 PM with a welcome and group attendance/introductions are made.
2. Previous meeting minutes (June 2019) reviewed and motion to approve made by Tina Y., second by Dawn R. Approved.
3. Principal's Report – Jennifer Brackenbury
 - Enrollment is significantly down this year. Currently enrollments sits at approx. 230 students, consisting of 10 classrooms. While development in Plattsville (new subdivision) continues, it is assumed that growth will eventually impact the school with higher enrollment.
 - Current staffing/class schedule – see Note.1
 - Start up to the new school year went smoothly. New Ga-ga Ball Pits (sponsored by parent council) installed the previous week are a hit.
 - Construction over the summer is completed.
 - A new fire system is in place, old one still to be removed. New system includes a strobe light and alarm in every classroom. Fire drill was successfully completed with students in September.
 - Junior, single and staff bathrooms have all been renovated.
 - New water fountains with bottle stations installed.
 - Multiple classrooms were painted and had old chalkboards removed and replaced with whiteboards.
 - Currently employees with the CUPE union (includes custodians, maintenance workers, clerical workers, educational assistants, early childhood educators and information technology staff) are negotiating their contracts (expired Aug 31, 2019). While there is talk of a potential strike, bargaining and negotiations remain open. More information as it emerges

will be shared with families from the Principal.

- The school is continuing to use *School Messenger* to share information with families.
4. Treasurer's Report : Opening balance of account sits at \$12,681.00 (academic year 18/19).
- \$1,069 outstanding funds from 17/18 yr slated for the "awesome room" materials will be spent.
 - \$1,500 will remain in the council account for the current academic year (19/20). All other funds will be transitioned into our holding account that is earmarked for our ongoing outdoor education project.
 - New budget will be created at the next meeting with the NEW executive board in place.
 - Finance year end summary report to be completed and sent to Ministry.
 - Hot lunch for September reports that numbers are strong.
 - Approx 632 slices of pizza sold =\$614.00
 - Approx 207 units from pita pit sold = \$207.00
5. Committee Reports:
- a) Safe Schools - code of conduct is now complete. Thank you to those that participated and contributed to that committee. Policies around cannabis use will need to be updated as directed by the Thames Valley District School Board.
 - b) Fundraising - meeting took place prior to meeting to organize the upcoming events. Aren collected information regarding other fundraising campaigns from community members to help inform our decisions.
 - *Dielman* fundraiser (wrapping paper and gifts etc.) will move forward with information coming out to families shortly. This fundraiser has been very successful in the past. There was a recommendation from the parent council Facebook collective to include a chocolate/edible fundraiser this year. Dawn will look into combining the two together.
 - *Elmira Poultry* will be looked further into for Jan/Feb (\$5/per box back to school).

- *Rain Barrel* truck sale will be looked at for Spring (\$10/per barrel back to school). An online sale with a dedicated webpage to our school is created by the company and we will have a 5 week campaign to promote. Canadian and Eco-friendly campaign will require 2-3 hours for volunteers to help unload the truck (50 barrel min.) and be on site for the pick up window.
 - **Action:** Sam will look into what happens if we over sell (needing a truck and a half), and if we can promote for longer than 5 weeks. She will bring back information to the next meeting.
- *Mabel's Labels* is an ongoing fundraiser (to date \$112.02 raised) that sees 20% of sales back to the school. Once our on-line account reaches \$50, a cheque is automatically mailed out to the school.
- Fundraising goals are focused towards our outdoor education project. Education and play is supported/extended through the clever design and use of natural materials, enhancing our current outdoor space. We have already started the planning process last year and because of this we will be grandfathered into the current workload for the board as new projects are on hold moving forward while regulations are reviewed.
 - Goal approx. \$28,200.00
 - Next steps: Proposal needs to be completed and sent, architect to design/approve project, implementation/construction of project.
 Fundraising to continue.

c) Snack Program – Runs Monday, Tuesday and Wednesday weekly. Run by Brigitte B., Jaime B., Amy C. and Kaylee M., and supported by a group of volunteers. *Fresh from the Farm* fundraiser will help support this program. While the program is funded through the government, it still requires the schools commitment to one fundraiser and benefits greatly from the continued support of the community. The group reported that many families contributed the first week and children were very excited to drop off specifically targeted items, taking pride in their contributions. The group will continue to send messages to families through the school and on the community/parent council Facebook

page to keep families aware of the activities and requests of the program. Many found the picture along with the specific request helpful as the healthy snack program has strict guidelines it must follow regarding what foods/products they are allowed serve (low fat/salt/sugar etc.).

6. Updates:

- a) Outdoor classroom - new committee needed to be formed this year. Committees will be set at next meeting once a new elective board is determined by vote at the end of this meeting.
- b) Hot lunches – recommendation to have a special day (likely once a month) to offer variety for our children and families.
 - **Action:** Sam to look into this and report at next meeting.
 - **Action:** New policy around snow days and hot lunch to be drafted by Samantha and brought to the next meeting to share. It will outline that should buses be canceled hot lunch will continue as planned. Should the school close, hot lunch will move to the next day. In the event there are multiple cancellations in a row, a new delivery date will be communicated with families.

7. New business:

- a) 2019/2020 budget – to be set at next meeting
- b) Voting on 2019/2020 council executive positions: After no one ran for president and vice president selection, open discussion took place regarding moving towards a co-chair model. After this decision new interest in the positions was created allowing the group to move forward with selecting the next executive board for parent council 2019-2020
 - New board as follows:
 - Co-Chairs - Samantha Burns & Tina Young
 - Secretary - Jessica Wagler
 - Treasurer – Becky Hamilton
 - Parent Reps – Aren Jenson, Jaime Brauning, Dawn Richmond, Ann Ofori-atta, Nicole Werth

8. Next Meeting Date - November 4th

Meeting Adjourned at [redacted] pm – Thanks for Attending!

Note 1.

Staff 19/20 Academic Year	
K1	Mrs. Livingston, Mrs. Werezak & ECE Mrs. Bender
K2	Mrs. Baller & ECE Mrs. Knelsen
Grade 1	Ms. Braun
Grade 1/2	Mrs. Justrabo
Grade 2/3	Mrs. Harris
Grade 3	Ms. Bannon
Grade 4/5	Mr. McKinley
Grade 5/6	Mrs. Finnigan
Grade 6/7	Miss McNamara
Grade 8	Mrs. Dickson
Library/Music	Mrs. Finnie
LST	Mrs. Levely
French	Mrs. Dahmer (4-6)
Prep	Mr. Curtis
E.A	Mrs. Schultz, Miss. Baker & Mrs. Lepik
Custodians	Miss. Chatterson & Mrs. Hutchinson
Principal	Mrs. Brackenbury
Secretary	Mrs. Kipp