*** South Branch School Council Meeting Minutes***

***Tuesday, April 12, 2022***

1. Welcome, Land Acknowledgement & attendance (Laurel) 6:37 Call to Order
2. Additions & Acceptance of meeting agenda (Laurel) Tina and Katie
	1. Move items 6.b Greenhouse Costs and 6.c St Lawrence River Institute Workshop Costs down to item 9. Discussion Topics
	2. Add Chair and Co-Chair vacancies to Discussion topics
3. Acceptance of March 2022 Meeting Minutes (Laurel) Julie and Tina
4. Teachers Report presented by Carrie
5. Principals Report (Tanya Preston)
	1. Kinder Play structure installation is estimated to begin May 16th
	2. April 13th is Pink Day
	3. Kids have started visiting the Green House April 12th
	4. French Immersion program will expand to K- Gr 4 next year
	5. Oxford on Rideau – Tighter boundary restrictions being implemented
	6. Kids were thrilled that the play structure opened last week
	7. Tanya asked for feedback on Open House option to allow parents to come visit the school.
		1. Proposed splitting the parents visit in two 45 minute sessions by last name, allowing flexibility for parents who can’t make their assigned session.
		2. Snacks and refreshments for the kids outside, aiming to do bagged popcorn but if this doesn’t work then will do nut free/gluten free bagged snack with juice boxes and waters. Tanya to look into No Go coffee truck on site possibly for coffee and treats for parents. This can be covered by Tanya’s $500 budget for Parent Engagement.
		3. Looking at option for scholastic book fair in the gym during open house.
	8. Grade 6 Leaving Ceremony – Gola is to have a leaving ceremony in person June 23 with each grade having a 30 minute slot in the gym , rotating classes followed by cake and refreshments for students only after in the learning commons. Parent council to do the grade 6 gift bag for graduation.
	9. All UCSDB schools having many cameras installed both for the interior and exterior of school. Tanya to look into if the board will be communicating this to parents via email.
	10. Need to look into artwork from Grade 6 classes for the Cover and Back page of the Year Book
6. Treasurer Report (Laurel)
	1. Previous balance was $ 5796.00, current balance is $11868.32. Funds still need to come out to pay for the maple syrup and a few items - Lost connection on the phone here so missed some of this…
	2. Sold almost $6000 in maple syrup, net profit $1598.
7. Hot Lunch (Julie)
	1. Orders increased for April and May. Katie didn’t have time to get the numbers from the chicken tenders but will follow up on that to provide update. Has 16 volunteers and the majority of the VSC are have been received.
	2. Pizza starting but will require three volunteers per day to help distribute the pizza and must follow health guidelines, latex gloves and mask for volunteers.
8. Fund Raising (Katie)
	1. Most of the maple syrup orders have gone out, some issues with family room transferring over the ordered resulted in a few missed orders but that has been corrected. The profit from maple syrup sales was $1598 😊
	2. Plant and bake sale not feasible now with only three weeks to get plants and prepare for mothers day weekend. Vesey’s online fund raiser was raised as an option but they have no fundraisers available for 2022
	3. Option raised to submit a school team for the Participaction App, possibly gift card prizes for most active team that cane used to buy gear for school. Need to investigate if it is still ongoing.
9. Discussion Topics
	1. SB Boutique (Tanya) Tanya indicated that it is pretty well stocked for spring. Lots of small size splash pants, and pretty sure they were good on boots but may possibly need some rubber boots.
	2. Year book (Julie)
		1. Need 2-3 week lead time to place orders so all pictures and information needs to be submitted June 1st to place the order to have them ready for end of school year.
		2. Agreed on a price of $20 per year book, Tanya to set up a form in My Family Room for ordering and paying for Year books.
		3. Julie volunteered to head up coordinating the gathering of pictures from each class. Will use a jump drive (USB Key) per grade, budgeted $100 to purchase these. Debbie will order them online through staples. Other parent council members offered to assist with the year book.
	3. Book Swap (Tina)
		1. Some issues with the last book swap as one of the volunteers didn’t show and didn’t provide any notice which caused some issues.
		2. Planning to do one for June 9th
	4. Pride Parade (Tina) – Having some issues getting in touch with the new Pride committee to get answers on if the school can participate and what is required. Decided to look into this further and then if all is a go , will use social media to communicate this to the parents to come join as a family, it is on a weekend. Tanya to confirm that there is no issue using the SB banner and Tiger costume.
	5. Green House & St Lawrence River Institute (Laurel) –
		1. At the previous meeting, funds totaling $600 for the outings had been approved but it seems the costs have increased or the original numbers were missing something.
		2. Another $ 637 required , and motion was approved (Julie and Chris)
	6. Year end
		1. Agreed to review staff luncheon later as we have time to plan for this depending on covid restrictions etc
		2. Julie volunteered to do a photo of the grade 6 grad and their families, can print to include in the grade 6 gift bag, cost to be covered under the previously approved budget for the gift bags.
		3. Freezies/popsicles for last day of school - $200
	7. Way Forward – Chair and Co Chair Vacancies – No volunteers for these positions for May meeting. The requirement for four meetings per school year has been met so more meetings not necessarily required. Agreed for now to coordinate the remaining work via email and new Chair and Co Chair will have to be voted and filled in September.
10. Meeting Adjourned at 8:15