

## **South Branch School Council Minutes**

**Tuesday September 26, 2023**

Start time: 6:30 pm

### Attendance

Parents:

- Sarah Adema (SA)
- Jarek Anderson (JA)
- Serena Bobbitt (SB) – Secretary
- Julie Culkeen (JC)
- Melissa Dimock (MD)
- Jasmine Eades (JE)
- Kayla Ibbotson (KI)
- Steve Ibbotson (SI) - Chair
- Liubie Kutowy (LK)
- Sami Kutowy (SK)
- Alan McKay (AM)
- Katie OConnor (KO)

School Staff:

- Carrie Bryan (CB)
- Tracey Haley (TC)
- Tanya Preston (TP) - Principal
- Henriette Prosper (HP)

### **1. Welcome**

The meeting was called to order by Tanya Preston, principal at South Branch Elementary School.

### **2. Land Acknowledge & Out Going Chair Message**

Alan McKay delivered the land acknowledge statement and provided some words of wisdom for the proceeding Chair.

### **3. School Counsel Overview**

Tanya Preston via PowerPoint presentation, provided an overview of the roles and responsibilities of the school council in preparation for the election of the executive members of the council.

### **4. Elections – new executive members and future meeting dates and times**

Steve Ibbotson self nominated for the position of Chair, no other candidates came forward to oppose. He was voted in unanimously.

Laurel Cardy, who was not present for the meeting, had previously self nominated for the position of Vice-Chair, no other candidates came forward to oppose. She was voted in unanimously.

Ashley \_\_\_\_\_, who was not present for the meeting, had previously self nominated for the role of Treasurer, no other candidates came forward to oppose. She was voted in unanimously.

Serena Bobbitt volunteered at the meeting to fill the role of secretary. No other candidates came forward to oppose. She was voted in unanimously.

In addition to the executive council members, the following positions were also discussed:

- Jarek Anderson will take on the role of Hot Lunch Coordinator;
- Katie OConnor will carry on the role of Fundraising Coordinator;

Moving forward school council meetings will take place on the second Thursday of each month from 18:30 to 19:30. The next scheduled meeting is October 12, 2023. A minimum of four meetings per year are required.

#### **5. Acceptance of the July 2023 meeting minutes**

The meeting minutes from the July 2023 council meeting were approval as presented.

#### **6. Teacher's Report**

Ms. Bryan and Mrs. Prosper delivered the teacher's report. They were happy to advise of a busy but great start to the school year with the children settling in well. They discussed the new "wave" structure of the French Immersion program and the benefit they are seeing with both the students and staff. They discussed the success of the recent Open House and reported a large turn out from families for the Terry Fox Run. Grades 3-6 are currently gearing up for track qualifiers.

#### **7. Principal's Report**

The school is vibrant with 390 students enrolled this year. This year introduced 4 new staff members, Ms. Nolan, Mrs. Prosper, Ms. Hunt and Ms. Barrette. Due to the extra enrollment in the kindergarten program funding has been provided to hire another ECE which is still in process.

Spirit week is upcoming for the week of Halloween, October 30 – November 3, 2023, with communication to follow.

Sportswear are now available for order. Will only be available for a short time.

The school has received a one year grant for the Power Up model intensive booster in literacy and math. Have received positive feedback thus far.

The N4K program is back this year, providing breakfast and lunch options to children. We are still awaiting funding amounts. It was mentioned potentially circulating a grab and go list for donations to the program.

Intention to introduce a monthly “news show” for the students to reflect and share on accomplishments during the previous month. Idea is that it will take place the 1<sup>st</sup> Friday of every month. Will see grade six student take on a leadership role in organization and hosting the event.

Teachers are in the process of evaluating reading and mathematics levels for all students.

4-finger affirmations have returned to the classrooms.

## **8. Treasurer’s Report**

Laurel Cardy, treasurer for the 2022-2023 school council was not present to delivery her report however did provide an updated financial statement, a copy of which can be found attached to these minutes. A quick overview of current funding is as follows:

Current balance: \$10,754.01;

Committed Spending: \$\$3,094.43;

Free Balance: \$7,659.58.

A funding request was submitted for approval from the Gardening Club for supplies including but not limited to compost bin, rain barrel, mulch, sand, manure etc. Several parents offered to provide donations of certain items in order to minimize the cost. It was agreed to pay \$301.72 for a mulch order from Greely Sand and Gravel for the time being and the council will re-access the remaining balance in the Spring.

A quick discussion was had about funding insurance for the parents on student council. We discussed bringing forward the topic at the next meeting.

## **9. Fundraising Efforts**

### **a. Tiger Tuesday partnership**

Unfortunately due to the fire at Mr. Mozzarella and their current staffing, they are at this time unable to commit to Tiger Tuesday. Will re-evaluate upon full opening.

### **b. Hot Lunch Program**

Hot lunches are scheduled to begin in October, the 1<sup>st</sup> Wednesday after Thanksgiving.

We are currently in partnership with Gabriel's Pizza for cheese pizza hot lunch on Wednesdays. The cost remains the same as the previous year.

We have established a partnership with Subway as well for hot lunches. The agreed upon day was Monday however the council suggested moving the day to Thursdays to accommodate a potential chicken tender hot lunch day on Mondays once Mr. Mozzarella is fully open.

JA to contact Subway to confirm the day change from Mondays and to Thursdays and will advise.

It was suggested adding a donation option to hot lunch order forms to give parents the option to donate to the hot lunch program.

c. Glitter and Glee

It was determined that Glitter and Glee will run again this year with the date selected as December 7<sup>th</sup>. Set up will take place on the 6<sup>th</sup> and clean up on the 8<sup>th</sup> of December.

d. Maple Syrup

The intention is to run the maple syrup orders again this year, likely to take place in March/April, date to be determined.

e. Basket Raffle

It was discussed having a basket raffle this year at the Christmas concert. Basket made up of donated and purchased items. Parents can buy tickets to win a basket while attending the concert with the draw taking place later in the afternoon.

KO is to look into lottery licence expense and criteria for the above mentioned event.

f. Plant & Bake sale

TP suggested hosting the annual plant and bake concurrently with the Spring Open House. There were some concerns about having the sale open to the public during a student attended event. No date officially set, will reevaluate the topic at a future meeting.

## **10. Other Discussion Topics**

Book Swap was briefly discussed. A "wish list" of books titles will be sent out looking for donations for the next swap. A list of volunteers will further need to be assembled. It was mentioned reaching out to libraries for donations.

Access to the school's social media accounts and Gmail account will be passed on from the outgoing Chair to the new executive members.

## **11. Adjournment**

The meeting was adjourned at 20:00. The next meeting will take place in person on October 12, 2023 at 18:30.