**Hespeler P.S. School Council Meeting**

**MINUTES**

**Monday, March 18, 2024**

7:00 pm

Present: Rebecca Jutzi, Diane Davenport, Cheryl Tawse, Chris Sciascetti, Crystal Bechtel, Tara Delaney, Alicia Young, Kristin Lovell, Marissa Glen, Jesse Sabbagh, Michelle Bush Broga, Kara Hall, Darcie Black, Carra Myers, Cassie Bolland, Jaclyn Green, Emily Lord, Jill Bolender, Stacey Lawrence, Melissa Legros-Cronkwright, Sabina Voisin, Sharon McKeown

Regrets: Rebecca Mills, Rose Kowalczyk, Susan Ford, Kyly Miller, Claire Black

1. **Welcome**
2. **Approval of Minutes from February 12, 2024**

* Approved as read - Jesse motioned to approve, Kristin seconded, approved unanimously.

1. **Treasurer’s Report**
   * Opening balance of $80,544.24
   * Revenue in: $1430 Domino’s uncashed cheque returned (to be reissued, noted in pending expenses), $1143.46 Marchants faulty paint refund (to be reissued, noted in pending expenses)
   * Expenses out: $32.65 pizza day ziploc bags, $6285 January Domino’s payment, $4737 February Domino’s payment
   * Pending expenses/allocations: $6000 fun fair deposits, $412.04 social events, $1000 parent workshops, $500 garden cleanup, $2000 Kindy iPad covers, $2000 gr1/2 Dreambox subscription (5 classes), $200 Kindy snacks for class concerts, $2000 gr7/8 Blue Jays trip subsidy, $4098 term 2 pizza expenses, $2000 Phys Ed pinnies, $1000 white art paper, $275 ACE science kits, $5000 track uniforms, $1500 intermediate coding, $700 wobbly stools, $2384 cougar stuffed animals for Kindies, $1430 Domino’s returned cheque (to be reissued), $1143.46 Marchants faulty paint refund (to be reissued)
   * Pending revenue: $500 PRO Grant 2024, $155.00 additional Danceathon online funds, ($500 PRO Grant 2023 in other account, will be used for parent workshop)
   * Available balance is $39,575.55
2. **Principal/Vice-Principal Update**

Principal’s Update – Rebecca Jutzi

* Welcome to Diane Davenport, our acting VP for the remainder of the year. She’s a teacher at Hillcrest and a former HPS parent. Her family loved it here and it so grateful to be a part of the school in this way now. Karen Canapini is covering as an acting Principal at Driftwood Park and is slated to come back here in September.
* Literacy evening was before the March Break, staff wanted an opportunity to share about the science of reading and the new structured literacy approach. Rebecca will follow up with Karen about summary materials for those who were not able to attend.
* A group of students went to JHSS for Black Brilliance Day to celebrate the day with students from other schools.
* The gr5-8 ski/snowboard day went well. We’ll see if next year we can accommodate tubing for these grades as well. Those who went had a great time!
* Gr8 grad photos happened just before the break, grad hoodies have come in.
* Summer school registration is opening: for students in gr6-8 - literacy & math - full day, virtual or in-person - 3 weeks, 5 days a week, 9:30am-2pm.
* Gr8 students have the opportunity to do the Reach Ahead summer school program which counts as a high school credit. Full day in person or e-learning - 4 weeks, 5 days a week, 8:30am-3:30pm.
* Safe, Caring and Inclusive School Student Survey is coming soon, all students will take part unless you choose to opt out, see the email that went home. The results are assessed by the research department and school admins get the data to see the areas that they’re strong in or what they could work on at their school.

Dates to note

* Mar. 27: immunization deadline for Public Health. Schools will have to suspend students that are not fully vaccinated by March 27. You can check your records online on Public Health.
* Apr. 17: gr7/8 trip to Blue Jays game
* Apr. 24: Danceathon!
* May 7: HPS track & field day @ JHSS (May 9 rain date)
* May 17: junior track & field day
* May 28: senior county track & field day
* June 7: junior track & field finals @ JHSS
* June 26: gr8 celebration evening!

Vice-Principal’s Update – Diane Davenport

* + No report

1. **New Business/Fundraising**

LunchBox - feedback

* We had our first day at the end of Feb.
* Darcie thought it didn’t seem like many orders. 152 items ordered, not a lot for the size of school we have. We’ll see how it goes next month, curious to see if orders increase.
* It’s unfortunately coming from Dundas Street, so if there’s a problem there’s not a quick way to fix it.
* We likely need 2-3 people to handle the distribution each time. Volunteers have to match the order bag to the list so that it can get handed out by student runners. The writing rubbed off of the outer plastic bags, which made it hard to figure out distribution.
* There were some kids that thought their parents had ordered but there wasn’t anything there for them. There seems to have been some orders that glitched in the ordering portal.
* We’ll need to assess after a the remaining few months of the year if there are enough people ordering to warrant the volunteer hours needed to run the program.
* Sub sauce was pretty drippy. Menu isn’t great for picky eaters, there’s no options to choose from if kids don’t like cold meat sandwiches.
* Part of the premise of the program is multiple days offered with a variety of food options. But if it takes too many volunteers then it’s not worth it. The issue is handling the problems. How are other school managing this?
* We could put it out to teachers to see if anyone wants to spearhead it, as it is not a fundraiser for us.

Parent Workshop: Literacy Evening - feedback

* Parent feedback is that it was a great night! Informative and the teachers really put in a lot of effort. Very well done. Materials that went home were also great. Teachers should feel great about the night!

Parent Workshop: White Hatter - Wed., March 27 - Chris

* A reminder will go out on School-Day again this week, some teacher communication went home with the incorrect time. Rebecca will clarify with teachers.
* In-person attendees will gather in the library. Live link will go out on School-Day. Recording is available for 48 hours after.

Danceathon - Wed., April 24 - Sharon

* Sharon will connect with those who volunteered to help.
* Mr. Akgol is the DJ for the day!
* Stephanie has been helping to source lights, and figuring out what’s needed for the space we have with help from Mr. Bastin.
* Tara motioned to allocate $500 to buy lighting (blacklights, lights on stands - can use year over year, and maybe for other events), Crystal seconded, passed unanimously.
* We will have a pledge sheet instead of an envelope. Preferred method is to donate through WEFI (gives tax receipt), but cash will still be accepted. People will need to be diligent about tracking on their sheet if people donated via WEFI because there’s no way to run a report by student on WEFI.
* Emily can create a macro to sort the data to make it easier to sort through, she and Sharon will discuss.

Fun Fair - Friday, June 7 - Jill

* Rebecca got info from the board that the inflatable games are ok to use, if it’s like a booth. Kids just can’t go in or on anything inflatable. We are reinventing this event and going for a more carnival feel.
* Prizes for games are to be discussed. We need to assess the cost factor, the games are not cheap. Maybe you get a ticket for a raffle/kiddie prize instead of a prize directly?
* Over the next couple of weeks there will be more firm information coming out.

Big Yellow Bag - Emily

* All bagged product (dirt, mulch, etc.) is included.
* Our fundraiser is on top of any promotions they already have going on.
* You can order as many bags as you want, the code is good for all of the bags in the order.
* Customer gets $5 off per bag, the school gets $10 per bag back.
* Rebecca M. can make a sign, Emily will send a blurb to Sharon to go out with the supplied info, Michelle will post on social.
* Active now until the end of the calendar year. They cut cheques to the school at varying points.

1. **Other business**

Movie Night - Thurs., May 30 - Melissa/Rebecca M.

* $700 +HST for a screen to suit 300 people. Renting a larger screen is cost prohibitive.
* We can choose a movie from our existing movie license. Or, we can get a movie license for $425+HST. How long is the extra license good for? Unsure.
* There are a number of options within our existing license, the novelty of an outdoor movie will attract kids. Better to spend the money on something other than the license (popcorn machine?).
* Melissa will send out a Google Form to council to vote on 5 movie choices from our existing license.

Gardening - Alicia

* Mary Young (Alicia’s mom, 60+ year gardener) has proposed a multi-day approach to rejuvenate the flower beds.
* Spring 2024 clean-up day in early April: rake mulch off of current flower beds and use it to top up around the trees and sign; fix the shape of the mulch around trees, edge flower beds, dig out flower bed weeds, add 2-3” of composted manure on all flower beds.
* Rebecca will find out if we can use industrial vinegar (10% acetic acid) to help eliminate the crown vetch (very invasive weed).
* If purchased composted manure & mulch must come from an approved vendor (or someone can apply to become an approved vendor), if donated it can come from a non-approved vendor. Unfortunately the free mulch from the city has a lot of weeds & diseased plants in it, so not good for making the gardens easier to maintain.
* A 2nd spring 2024 date will be needed to transplant existing plants, plant new ones & add new mulch.
* Fall 2024 students could help to remove weeds, plant more bulbs, add mulch if needed. Parents could cut back plants as needed before winter.
* Spring 2025 could plan more perennials if needed, dig out weeds.
* Alicia would like to increase the gardening budget by at least $500 to cover costs: 3 yards of composted manure $650, 4-6 yards of mulch $475, compost bags $50, bulbs/plants/fertilizer $275.
* Chris motioned to increase the garden budget by $1000 (to bring total to $1500), Tara seconded, approved unanimously.
* Create a garden subcommittee to make decisions outside of main meetings, and report back to the group (Alicia, Emily, Darcie, Carra, Cassie).
* Alicia/Emily will draft a post for School-Day to create interest in volunteers for gardening day on April 13, also create a sign.

Shade - Sharon

* Facilities came out the week before March Break, along with Phys. Ed. teachers Marian & James, Joe, and Jamie Piper (our former head custodian) is in a supervisory role now and he was here too, along with Rebecca & Sharon. We have the go ahead for it to be on our property. It’s not in the best spot but the old ball diamond was almost all city property. We would have preferred to use that area but we would need to get permission from the city. Our spot would be closer to the gaga ball pits. Getting city approval is very slow (Tara has been working on the city installing benches for a year now).
* Further discussion/questions came up:
* What is the purpose of the structure and does this spot meet those needs? Would it be used for more purposes if it’s not a concrete floor? If it’s concrete, do we need to provide tables? Might be used for more options if base is grass? Maybe we do grass now and reevaluate if needed?
* If council is paying for this, then it should benefit the school. Would the teachers use this? It’s not the norm for outdoor classrooms right now, but that doesn’t mean it shouldn’t change.
* Kids consistently look for shade at breaks, it’s quite hot May-June/Sept-Oct, and then community use during the summer, a lot of which is our school’s families.
* The cost is high, is this where we spend all the money we have saved? It has been something that’s been in discussion for a number of years. Other needs will still get covered, it’s about saving fund for this.
* What about trees? If we get the right trees, there are ones we can get ones that get a 30’ canopy over time, can get trees that are already 10-12’ tall.
* It was discussed at a staff meeting, feedback was given by teachers: majority of staff at the meeting felt it was something that’s much needed for grades above Kindy who have their space. Teachers want to be spending more time outside, this would give that option. Definitely not concrete base for teachers. Rubberized is equally expensive and there are maintenance issues with it from facilities perspective.
* We had a weather use discussion about the new climber before we decided to purchase it, as we can’t use them in the winter months, but it’s still very beneficial to have them for the warm weather months. It’s been a good decision overall to have that new climber, lots of use during the school day, as well as outside of school hours by our students.
* Concrete is approximately $15,000 of the quote.
* Diane noted that Hillcrest has large trees with large rocks around them and they are highly used.
* Kyly looked into a few grants and until we have a decision on what we are wanting to install we can't apply for any grants. She will need some drawings/estimates/etc. to apply for grants.
* We passed a motion last meeting to continue raising the funds needed for a shade structure. We opened the discussion again tonight to get more feedback on how it will be used, flooring suggestions, etc.
* Right now Sharon/Rebecca will provide more detailed quotes on structures with and without concrete.

School Sign - Sharon

* One side is broken, therefore turned off right now. A few weeks ago one panel got punched in, after that the whole row went weird. This is our first damaged panel. It’s $10,000+ to put a cage on it.
* Unfortunately the person who used to fix the sign passed away, we’re now trying to deal with new people from Florence Signs. They’re saying that soon our sign will be unserviceable due to old tech.
* They’re going to work on fixing it, the hope is it’ll be fixed by the end of the week.
* It’s about 8 years old and unfortunately the tech changes rapidly with things like this. We put in the sign that Florence recommended at the time.

**Council members - remember to wear your yellow t-shirts to all events!**

**We have pinnies to lend, or we have extra t-shirts for purchase.**

**MEETING ADJOURNED 9:05pm**

Jesse motioned to adjourn, Melissa seconded, adjourned.

**Next meeting: Monday, April 15, 2024**

**(3rd Monday of the month)**

**Meeting Dates:** May 13 (early to avoid Victoria Day), June (date TBD)