

---

## *Baltimore Public School – Parent Council*

### *Meeting Minutes –November 8, 2023*

---

Members Present: Renee Cameron, Holly Procee, Breeann Cochrane, Danielle Dafoe, Cait Miller, Rachel Finlay, Pam Graham, Krystle Harnden, Ashley Daniel, Jen Pendergast, Rebecca Davison-Tuckett

Minutes from previous meeting (October 4, 2023) were approved.

**NOTE:** A Parent Council group has been made on Edsby, where all of the Parent Council information will be posted. There is a folder for meeting minutes, where the notes for each council meeting will be posted moving forward.

- Goals for Parent Council
  - Short Term – Trips, Fundraisers, Support Teacher/ Classrooms
  - Mid Term – Technology
  - Long Term – New Equipment, Climbing Wall
- Parent Council Funding Support for Classrooms:
  - \$200 for each teacher re: classroom needs
  - Additional requests: Proposals to be submitted 2 weeks prior to council meeting to Mr. Duke, which will be forwarded to the treasurer
  - In order to further support teacher's needs, there was a discussion regarding creating an Amazon wish list for whole school. Renee will look into this and will provide follow-up.

#### **Fundraising:**

- Update provided by Jen Pendergast from Fundraising Meeting October 23, 2023
  - **Mabel's Labels** - Ongoing
    - It was noted that this fundraiser should be sent out at JK orientation
    - Reminder recently provided that this fundraiser is ongoing due to the number of items currently in the lost and found
  - **Hot Lunch Program** – Ongoing
    - Food Handler's Course will be coming soon
    - Parent volunteers are still needed to fill gaps and assist in getting the food ready to hand out to students on Mondays, Wednesdays and Fridays between 10:45 and 11:30. Please let Cait Miller and Brianna Peterson know if you can help.
  - **Holiday Fundraisers**
    - Dieleman Fundraising Sales has launched online. Catalogues will be sent home with students when they arrive. They should be distributed this week or next week.
    - Fundscrip Gift Cards – Information sent home with students this date. More information to follow.

- Holiday Sweepstakes – Packages to send home with students were completed and should be distributed tomorrow. It includes a booklet of 10 tickets to sell (\$2 per ticket) with a candy cane to be provided with each ticket sold. Tickets to be returned to classroom to hold individual draws for one of 11 holiday arrangements (which will be made by Joyce Lichtenberger)
- **NOTE:** Parent Council and Volunteers will be needed in December when orders are delivered to assist with distribution!
- Other Fundraisers planned for the 2023/2024 school year:
  - Domino's Pizza Nights
  - Kernel's Fundraiser
    - **NOTE:** Fundscrip has gift cards for Kernel's Popcorn which could be used toward this fundraiser in the spring!
  - Spring Market
    - Council is requesting teachers to offer students artwork for craft spring market to auction
    - Krystle to look into Best Western for Venue for April 13/14 2024 dates
    - Vendors to purchase tables for \$40 per table to sell their items
    - Council and Volunteers may be requested to provide baked goods for bake sale. Discussion regarding an activity table (i.e. colouring pages or spring crafts) for kids to allow parents to shop.
  - Tweekie Tuesday Spirit Days (i.e. hat day, PJ day, etc.)
    - Holly to send Yearly Spirit Days so there is no overlap with current Spirit Day plan
    - Money raised to be utilized by teachers for classroom needs, etc.
  - Hot Dog Days (will need to be discussed further due to health standards)
  - Family Trivia Night – May 5 during Education Week
    - Discussion about selling a slice of pizza and drinks for additional fundraising

NOTE: Fundraising Plan approved by Council Members for submission. More information to be provided to parents and teachers when monthly/yearly plan is completed.

**Yearbook:** 2023-2024 Yearbook organizers are Rachel Finlay and Mrs. Lowe

- Update provided by Rachel Finlay from October 2023 Meeting
  - Yearbook Club sign-up was offered to Grade 6 Students
  - Requesting that teachers are uploading pictures as we go through the school year
  - Goal is to have students in the Yearbook at least twice. Please ensure that a picture be submitted for students to ensure everyone is included, as not everyone is present for picture day, and we want to ensure all students are included.
  - Theme options will be provided to students to vote on the Yearbook theme
  - Deadline for Yearbook is the first week of May in order to ensure they are completed for June delivery date

### **Regional School Council Meeting**

- Update provided by Pam Graham, who attended the last meeting on October 17, 2023
  - Questions shared questions around grants, and technology process to get more for our school

- Next meeting is being held December 5, 2023 and we need a volunteer to attend. Please let us know if you are interested. Virtual option available!
- Upcoming meetings:
  - February 6, 2024 – Pam Graham has offered to attend
  - April 16, 2024 - Jen Pendergast has offered to attend

### **Treasurer's Report:**

- Approximately \$22,000 plus additional \$12,000 from Fun Fair Fundraising that was provided through cash donations. KPR maintains donations in a separate account.
- Discussion had re: support for the school and how this can best be captured through requests (i.e. end of year bus requirements for trips, etc.). It was noted that some approvals from previous years only benefited individual classrooms, and not all students. Therefore, further discussion and approval will be needed to ensure that approval from Parent Council benefits all staff and students.
- Discussion regarding Parent Council goals for the school (i.e. technology, playground equipment) being prioritized in order to ensure the funds are not depleted as quickly as they are raised.

### **Principal/Teacher's Report:**

- Updates provided by Renee Cameron and Holly Procee
  - Literacy will be a year-long focus. A Literacy Coach is currently working with teachers every 3 weeks. The program has been beneficial to all students and will continue to be as each teacher is provided with the same training, and it is offered in each class. Therefore, students are able to engage in learning based on their level.
  - Terry Fox Fundraising was a success, raising just under \$10,000! The Big Surprise was confirmed, and the students will be attending on November 17 to see the new Trolls movie.
  - Ms. Olver's class will be attending Lang Pioneer Village for a class trip
  - Student Health Nurses will be finishing up on December 1
  - Mr. Duke will be doing "Caught You Being Kind" in December
  - December 12 – Jack and the Beanstalk
  - December 15 – Bus Safety Presentation
  - December 18 – Fun Winter Activities will be held between first and second recess
  - Brimacombe Ski Trips (Gr 4-6) are currently scheduled for January 11 and February 1. These dates may need to be rescheduled based on weather

### **Other Business:**

- School Equipment Update from Meeting
  - 2024 Community Grant for Hamilton Township submitted October 23
    - Presentation to Hamilton Township Council is scheduled for December 12 at 1pm
    - Application requested funding to replace the Junior swings, as they have been removed. It was the most tangible request due to having received a quote.
  - Pam Graham compiled a great deal of information regarding companies who construct playgrounds. Renee to look into companies to determine if they are approved by KPR Facilities. Pam to forward quote for swings to Renee and compare to previous quote.
  - If the grant is approved by the Township, the swings will be scheduled for Spring installation. Discussion about the importance of the swings and how the absence of the additional swings is noted by students.

- Request made that more information to be provided in January to go over playground equipment quotes and determine which grants will be applied to in hopes of meeting this long term goal in the coming years.
- Other Grants we are looking at:
  - Canada Post Community Foundation Grant
  - Ontario Trillium Foundation
  - Farm Credit Canada
- Renee and Mark have applied for a Technology Grant through Best Buy – Winners announced January 2024

**Next meeting:** December 6, 2023, at 6pm, at Baltimore John's. PLEASE RSVP re: attendance so we are able to make a reservation.