



Parent COUNCIL

Buchanan Park Elementary School
 30 Laurier Ave. Ham, ON L9C 3R9
 Tel: (905) 387-5212 Fax: (905) 387-5268
 Principal: Mr. Brian Playfair
 Administrator: Mrs. Karen Hall

MEETING MINUTES

Date of Meeting: January 16, 2024 at 7:15pm

Parent Council Members in Attendance:

<input checked="" type="checkbox"/> Ashleigh Leggat, Chair	<input checked="" type="checkbox"/> Katy Carlson, Secretary	<input checked="" type="checkbox"/> Janice Allen, Treasurer	<input checked="" type="checkbox"/> Helen Downey	<input checked="" type="checkbox"/> Caitlyn Goulet
<input checked="" type="checkbox"/> Shannon Kotar	<input type="checkbox"/> Jody Sawicki	<input checked="" type="checkbox"/> Jade Nicolle	<input checked="" type="checkbox"/> Yumi Ho	<input checked="" type="checkbox"/> Andre Barabach
<input checked="" type="checkbox"/> Janet McKay	<input checked="" type="checkbox"/> Jenna Dowhaniuk	<input type="checkbox"/> Tess Goodwin	<input type="checkbox"/> Surabhi Kaul	
<input type="checkbox"/> Mrs. Kelly Coleman, Staff Representative	<input checked="" type="checkbox"/> Mr. B. Playfair, Principal	<input checked="" type="checkbox"/> Amanda Gowers	<input type="checkbox"/> Stephanie Hampson	

1. Approval of Agenda

-Chair called the meeting to order and welcomed everyone present. With the approval of the Parent Council (PC), the agenda was approved.

2. Minutes of last meeting

-The minutes of the last meeting, held November 7, 2023, were approved.

3. Parent Council Official Business

-Mr. Playfair called the meeting to order and welcomed everyone present. Mr. Playfair final goodbye.

-PRO GRANT application- to be submitted Jan 26th- Janet is PMR on this (looking into Truth and Reconciliation options). Majority of members in attendance feel this is a worthwhile application.

4. Budget Update

-Budget balance update: **\$8849- some outstanding debits (board to still pay credit card) \$1950+1080 + \$1800 (December expenses) are amounts owing still ... therefore, we have about \$4000 in useful money

1. Yard Equipment: deferred until Spring/next Fall
2. Checkers: Ms Hammell needs more supplies, ?team t-shirts *Tournament Mar 1
3. Sensory Room; different titles vs Calming Room. Mr. Playfair to leave this up to Mrs. McLaughlin- deferred for now
4. Ipad: more needed **deferred for now due to amount in budget
5. Field trips: aligns with our goals to support teachers (Westfield Heritage Village and Ancaster Theatre for a play, JK/SK's to Sugar Bush) \$about \$400-600 per trip PC to pay, and students to pay less then \$5

5. School Business Discussion

- A. **Survey:** (Principal Survey)- Retention is a big issue; we lose students to French Immersion, other schools in the area with more opportunities. What makes Buchanan Park School unique? How can we retain students/families?

-Sign no longer on- this is a big issue since parents/community isn't up to date on what is happening

-Superintendent for this School Board- how to contact *questions specifically for the Superintendent- concerned PC members would like to reach out directly to Superintendent

-Client Survey to parents to gain satisfaction - could we get results specifically for *Strategic Direction Survey* (May 2023) Buchanan Park school- Mr. Playfair to look into this. Results to be shared?

It would be nice to gain some feedback from parents/families as to what could make this school better/more appealing

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- B. **Field Trips:** - A few field trips are in the planning stages. Majority in attendance agrees this is a practical way to support teachers, students to have more well-rounded experiences in their school life. Jenna has compiled a list of



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parents willing to volunteer in all the grades/classes for teachers
to feel supported. Mr. Playfair to encourage teachers to reach out to PC for finding for bus etc.

C. **Track and Field Day** at Buchanan Park- during daytime hours in May or June
-Shotput, Short jump, Long Jump, Relay race, some sprints; ribbons
Mr. Playfair to check into teacher interest and Katy/Jenna to PMR this

6. Fundraising Discussion

- A. **Pizza: Tuesdays!** Making about \$10/pizza. Continues to be a success/good interest.
- B. **Popcorn: Thursdays!**
-Kernels supplies. Cash only.
-PMR: Shannon and Jody. Back up: Janice. Looking for others to help with the rotating schedule.
-Whatsapp seems to be the best source for coordinating volunteers
- C. **Swag fundraiser (School logo clothing)- PC to get profit *PMR's: Jenna, Ashleigh**
-look into options for jerseys (school swag: hats, t-shirts, sweaters)) JML uniforms / Last Day t-shirt printing
-send out to parents to make a purchase
-Could have some options available for the Family Movie Night for sizing and interest
-Logo has been sent to us all via email
- D. **Love Grams: lollipops *Goal is to send out Jan 25th, due back on the 6th, hand out on 9th **Candy Gram day!**
Think how to best do this.. school council volunteers to do this with the kids
-send home for parents to complete with their kids
-PC to provide ones for all kids so no one is left out
-8 per sheet.. Janice to make the posters, Ashleigh to work on this too
- E. **Family Day Movie Night *February 22nd (Family Day)**
-Popcorn and bake sale - ? concession stand to keep it more simple
-School wide vote on movie once a few options are selected via what's available in the subscription
-Mr. Playfair to reach out to McLaughlin re; date confirmation
- F. **End of School Party !! Big success last year- looking at ? June 19th so we can secure vendors**
-tattoo artist, photo booth (\$550), face painters, Magician (\$how much did this cost)- Jenna to look into Face Painters
-Food; snacks, ice cream- to keep it simple. Consider a BBQ if that would be simpler. ??
- G. **Bee Fundraiser (Helens idea)- Spring 2024**
-Educational with Bee Keepers (Humble Bee)
-Sell honey
-Plant a pollinator garden on the front property
*will continue to brainstorm and put this idea together in upcoming meetings...
- H. **Dance-a-thon : *Jenna to PMR, goal would be April**
-very minimal cost- (a screen, speaker system, raffle tickets)
-*Dance for your Yard !!
-raffle tickets (prizes donated by families), as well as one big prize (Katy to PMR this prize)
-keep talking about this..brainstorm more ideas



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- I. Mothers Day flowers / cart .. ear mark this idea for closer to May
- J. Chocolate or Donuts Fundraiser... Jade to PMR this one

Other Discussion points

1. Advocating for extracurriculars - email to Trustee, then to Superintendent, Head of Athletics.. use our voices to advocate for the inequalities present in a small school
2. No staff representative on PC at this time..
3. Review of December activities/how they went; Bee-zar was success but some feedback; older kids first, JK's last, number of kids at a time, to consider a community Bee-zar (maybe a separate event but could be a good way to gain support from the community/raise more funds)

Next Meeting Shelf

1. Family Movie Night- bake sale vs. concession..
2. Looking ahead to Spring activities/fundraisers: Bee Fundraiser/ Pollinator Garden,

Next Meeting: February 15th TIME TBD 6pm ? * Confirm with Tammy (McLaughlin) as she prefers earlier

January/February Calendar to keep us organized:

Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
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	16	<u>17</u>	18 Popcorn Day!	<u>19</u>	<u>20</u>	<u>21</u>
<u>22</u>	23 Pizza Day!	<u>24</u>	25 Popcorn Day! **Send Love Gram forms out today	<u>26</u> PA DAY	<u>27</u>	<u>28</u>
29	30 Pizza Day!	<u>31</u>	<u>1</u> Popcorn Day!	<u>2</u>	<u>3</u>	<u>4</u>
<u>5</u>	<u>6</u> Pizza Day! **Love Gram forms due back	<u>7</u>	<u>8</u> Popcorn Day!	<u>9</u> LOVE GRAM DAY!!!	<u>10</u>	<u>11</u>
<u>12</u>	<u>13</u> Pizza Day!	<u>14</u>	<u>15</u> Popcorn Day!	<u>16</u>	<u>17</u>	<u>18</u>

<u>19</u> FAMILY DAY- No SCHOOL	<u>20</u>	<u>21</u>	<u>22</u> Family Movie Night at Buchanan Park School!	23	24	25
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