

# Spring Valley School Council Meeting minutes

Date & Time: 2025-09-25

Location: Spring Valley Elementary

Attendees: Barb Mcvittie(principal) Tina Verbinnen, Leslie Montreuil, Jelena Urosevic, Andria Henry, Natasha Macdonald, Jessica Pilon-Bignell, Alla Rovner Bida, Christine Ho, Adam Kappheim, Alex Anderson, Sobia Amir, Megan Mackenzie, Allison Law, Lisa Veloce.

Online Attendance: Aleta Andrew, Mark van overdijk, Alicia E

## Council Business and Meeting Schedule

- The meeting began with introductions from new and returning members and a land acknowledgment recognizing the school's presence on ancestral Anishinaabe and Haudenosaunee Confederacy land.
- Elections were held for the 2025-2026 school council.
  - Tina was acclaimed as Chair.
  - Leslie was acclaimed as Secretary.
  - Adam was acclaimed as Treasurer.
- The commitment for being a voting member was discussed, emphasizing the need to attend all meetings to ensure a quorum of 60% for passing motions.
- The list of voting members for the council was reviewed and confirmed.
- The council may use e-votes for decisions that need to be made between meetings.
- Meetings will be held monthly, with the following dates confirmed:
  - October 16th
  - November 20th
  - January 15th
  - February 19<sup>th</sup>
  - April 23<sup>rd</sup>
  - May 21st
- There will be no meeting in December.
- The annual picnic is tentatively planned for May 28th.
- The rain date for the barbecue is tentatively June 11th, but this conflicts with a staff meeting. The final meeting date for June remains to be determined.

## School Updates and Communications

- The school has had a busy start to the year with full classes and an enrollment of 465 students, an increase of 38 to 39 students since June 2025.
- The school had 252 students when it opened four and a half years ago. Due to rapid community growth, the school has filled every room except for one extra kindergarten room.
- It is likely that portables will be required within the next few years.
- New staff have been hired, and various sports teams are starting up.
- A parent inquired about starting a flag football program. The school has the equipment, but it depends on a teacher volunteering to lead it. Parent volunteers are welcome to help coach.
- A concern was raised about the school website being outdated and difficult to manage, making it hard to upload files like meeting minutes.
- There is a desire for a central, updated location for school information, such as a master calendar of sports and activities. A master list is being developed by staff.
- The school board is planning to switch to a new website platform, but the timeline is unknown.
- An offer was made to help troubleshoot the current WordPress site to improve communication.
- A request has been made to IT to grant more staff members access to update the website.

## School Improvement Projects

- **Music Room Soundproofing**
  - The music room is located directly above two primary classrooms, and the noise disrupts teaching.
  - The proposed solution is to add soundproofing, estimated to cost "tens of thousands" of dollars. The school board has installed the minimum required baffles, so further improvements must be funded by the council.
- **Permanent Playground Structure**
  - There is a need for a large, permanent pergola or gazebo-type structure to provide shade and a space for quieter activities.
  - Any new structure must be permanently anchored, as previous non-anchored tables were moved and burned.
- **Bike and Scooter Racks**
  - Following a campaign to encourage active transit, more bike racks and a new scooter rack are needed.
  - A request for quotes for a scooter rack has been initiated.

# Fundraising and Financials

- **Fundraising Forecast**
  - The projected net profit for the year is between \$50,000 and \$55,000.
  - Approximately \$15,000 of this consists of carryover funds, leaving a working budget of roughly \$40,000 for new projects.
- **Long-Term Funding Strategy**
  - It was acknowledged that major projects like the pergola are expensive and will likely require fundraising over two years.
- **Fundraising Planning**
  - A fundraising subcommittee was formed, with volunteers including Leslie, Tina, Alex, Christine, Alla, and Jessica.
  - The school must submit its annual fundraising plan to the ministry by mid-October 2025. The plan is kept general to maintain flexibility.
- **Review of Current and Past Fundraisers**
  - Regular fundraisers include pizza days, subway days, TCBY, popcorn, a bake sale, and an end-of-year BBQ.
  - The most profitable fundraisers are pizza and popcorn (approx. 51% margin). Bake sales have the highest margin. TCBY has a lower margin (23-25%).
  - Past successful fundraisers included a "big box of cards" and "Plantables," which is no longer offered.
  - It was suggested to coordinate with the robotics club to avoid overlapping fundraising efforts.
- **TCBY Program Adjustments**
  - A proposal was made to eliminate the small "kiddie cup" because it melts too quickly.
  - The group considered raising the price of the remaining regular-sized cup from \$3.50 to \$4.00 to increase the profit margin.
- **New Fundraiser Ideas**
  - **Cobb's Bread:** A suggestion was made to partner with Cobb's Bread. A past version involved selling a card for bread products, with 100% of profits donated to the school.
  - **Wellness Initiatives:** Mental health yoga classes and meditation sessions were proposed.
  - **Special Food Days:** Ideas for the four "special days" before PA days included panzerotti, Swiss Chalet, and Boston Pizza. Concerns were raised about food safety and waste with the Swiss Chalet option.

- **Self-Prepared Food:** The possibility of the committee preparing food (e.g., soups) was discussed but is blocked by the lack of access to school facilities for cooking.
- **Food Program Logistics and Scheduling**
  - Pizza day is every Tuesday, and popcorn is every other week. The first pizza day is targeted for October 21, 2025, with ordering opening around October 3rd, 2025.
  - A request was made to investigate improving the "clunky" online ordering system to allow for recurring weekly orders.

## Action Items

- ☐ Reach out to Cobb's Bread to inquire about their fundraiser program and availability.
- ☐ Ask the online system administrator if there is a way to simplify the weekly pizza ordering process, such as a "repeat order" option.
- ☐ Schedule the first fundraising committee meeting to continue planning.
- ☐ Send a group email to all committee members to establish communication.
- ☐ Start a shared document or table to track and discuss fundraising ideas.
- ☐ Send out the electronic list of teacher needs once it is finalized.
- ☐ Check which teachers are willing to lead extracurricular activities, including flag football.
- ☐ Create a parent council email address and send a welcome email to the community.
- ☐ Distribute the meeting minutes and the list of scheduled meeting dates for the year.