

# Millbrook South Cavan School Council

## Meeting Minutes

March 7, 2022 6:30 pm - Using Microsoft Teams

**In Attendance Online:** Amber-Lynn, David, Ann-Marie, Tanya, Sarah, Jeff, Wilma, Jayne, Alice

**REGRETS:** Annette (PIC meeting)

1. **Welcome and Introductions** – Chair, Tanya Carpenter
2. **Approval of Agenda** – Tanya/David
3. **Declaration of Conflict of Interest** - None
4. **Approval of the February Minutes** – Moyra/Sarah
5. **Delegations** - none
6. **Business Arising from the Minutes**
  - a. Thank you to sponsors in the Millbrook Times – Tanya Carpenter – front page coverage
  - b. **Allocation to Teachers** – Submissions – Tanya Carpenter – *letter has been sent to the school for distribution. Will be discussed at March 9 staff meeting. Consensus that if activity is deemed to fit Council priorities, Tanya or a designate can approve for immediate purchase.*
  - c. **Seed Fundraiser** – Sarah – *Jeff posted in Week at a Glance. Site has been tested. Will be open March 8 or 9 for purchase. People have asked about purchasing seeds for the school. Wilma will follow up with Teachers to determine what they may like. Tanya will check with Compass. 40% of each package sold goes to Council. Campaign will run for two weeks.*
  - d. **Trees Staking** – *needs to be completed. Service not provided by contractor.*
  - e. **Fun Fair** – postponement – *David Baker eagerly agreed to Chair the Fun Fair committee.*
7. **Standard Business**
  - a. **Treasurer's Report** – Sarah Olinger – *Moved to move the fundraising dollars into the General Account. Tanya/David  
Teacher allocations will be tracked in excel to be reported on separately.*
  - b. **Hot Lunch Program** – Annette Fallis – no report
  - c. **Parent Involvement Committee Report** – Annette Fallis – *report at next meeting.*

Next meeting: **April 4, 2022 – 6:30 pm**

d. Principals Report – Jeff White/Jayne Patterson –

- i. *Staff in the yard at 7:55 am – re: question from a parent through Tanya.*
- ii. *March Break is approaching. Everyone needs a break.*
- iii. *Entering staffing phase to determine numbers required for next year.*
- iv. *Attendance chart has been shared through Week at a Glance. Some students perpetually miss days or are late. Learning is lost and impacts kid's learning.*
- v. *Jeff is doing to work to access future needs given the developments underway in the municipality. Electrical upgrades will be completed to add more portables if needed. A push will be made to utilize the Brookside drop off in spring.*
- vi. *Jeff asked Council in they want to return to in-person meetings or have a hybrid.*
- vii. *Jayne reported that Grade 3 and 6 assessments will be taking place this year.*

e. Teachers Report – Alice Bickle

- i. *Alice thanked Council for their efforts.*
- ii. *Nature activities have been underway – birdhouses etc. Sleds have been well used. Reports were sent home two weeks ago. A new Black History Month display was created in the front foyer.*

f. Outdoor Classroom Project Update – Wilma Armstrong/Ann-Marie Kelleher-Byers

- i. *Recommending capping forest 1 and 2 use at 25 students at a time. Anticipating a wet spring.*
- ii. *Need to find toboggans for juniors that are more durable.*
- iii. *Survey for staff – Tanya to design.*
- iv. *Raised garden beds – need shovels and dirt.*
- v. *Sand for sandbox – needs to be ordered.*
- vi. *Weeding of front garden beds*
- vii. *Up to \$1,000 to purchase what is needed immediately. Classroom specific items will be covered by the school. Tanya/Moyra.*
- viii. *Frisbee golf nets etc. will be looked at by the school.*

**8. Nutrition Program – Sarah Olinger/Jeff White – Melody is moving on. Need a new coordinator. Sarah provided some suggestions for Jeff to follow up with. Trays will be considered for classroom distribution. Alice and Wilma had no issue with the current trays.**

**9. New Business**

- a. **Snow removal – Sarah – large banks problematic and not pedestrian friendly. Not accessible.**

**10. Agenda items for next meeting**

**11. Adjournment – Tanya adjourned the meeting at 8:05 p.m..**

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