**PTA Meeting Minutes - Monday, February 12, 2024  
  
Attendees:**

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| --- | --- |
| Aaron Bower – Secretary | Kim Sampson |
| Dave Kilgour – Treasurer | Laura Desprey |
| Jane Newton | Sanita Kurto |
| Jeanna Wagner – Acting Vice Principal | Shauna MacMullin - Acting Principal |
| Keri Jenkins - Chair |  |
|  |  |

1) Attendees were welcomed

2) Acting Principal’s Report:

* School enrollment is at 511 students
* Jeanna Wagner is the new Acting Vice Principal
  + Mark Foster is teaching her Grade 6 class for the remainder of the school year
* Parking lot and drainage issues were reported
  + ditches were dug to help with drainage
  + looking at getting an assessment done by a consultant regarding the parking lot
  + hoping there will be some solutions and work done in the summer when the playground is redone
* Pest control has been engaged to assess the situation
  + Fumigation will happen over March Break
* Working to ensure the windows work in all classes
* Reassessing roof condition
* A leak in the alcove area near the lunchroom that has been addressed
* Classroom tiles have been replaced, as needed
* Deficiencies were reported in the Learning Centre, but no mold was found
* Hallway to be painted (dolphin mural to be painted over)
* Working on Student Success Plan
  + Three goals – literacy, math, well-being

3) Treasurer’s Report:

* Looking at making e-transfer available for people who want to donate money to the school / the PTA electronically
  + Funding is currently in a PTA account at the BMO
  + May eventually migrate to an account held by the school
* Dave Kilgour to be in touch with James Foley and Amanda Hood regarding transitioning the BMO account for the PTA to him and Laura Desprey
* Bake sale money from the holiday concert is still in the safe
  + Keri Jenkins to deposit proceeds from bake sale at the Holiday Concert into the BMO account
* PTA looking for more information on what teachers need
  + Could do a Google form to ask teachers what they need for support
  + Kim Sampson and Dave Kilgour to work on wording
* Mural painting to be done on the parking lot wall has been delayed
  + Painting being funded by Kathryn Morse – local city councilor

4) Teacher Proposals

* Shauna MacMullin indicated there is a need for funding to pay for buses for upcoming field trips and the field trips themselves
  + Field trips could include; the Oval, Hatfield Farms, and a pottery kiln
  + Shauna MacMullin to get cost details and send them to PTA executive for review
* Art Club
  + Teacher – Laura Washburn interested in being a part of the club and Sanita Kurto is interested in providing support
    - Shauna MacMullin to connect the two
  + There will be a need for art supplies to be purchased
    - PTA could likely help provide funding
  + Some additional support will be provided by teachers
* Coffee Cart
  + Sarah Barron would like to do a coffee cart with a student volunteer
  + May need some parent volunteers to help hand out the coffee and some funding from the PTA
  + There will be a follow-up request
* Primary teachers are requesting funding for the items (and possibly storage) needed for the Story Workshop Program
  + Story Workshop ($50 for startup, and $20 per season / theme, and additional funding for a cart and bins [if needed])
  + Patrizia Aloisi-Kedy and Tara Currie will write a short proposal on the program, and the cost to fund it, for consideration by the PTA – awaiting proposal
  + Keri Jenkins to talk to teachers to get more details

5) Fundraising :

* Cupcake sale for Valentine’s Day happening on February 14th
* Potential Movie Night in April
  + Keri Jenkins to check available dates
  + To be held after Ramadan (which ends April 9)
* Spring Social to be planned
  + Keri Jenkins has list of available dates and will share with Laura Desprey
  + Looking for a date in May / June
  + Event to last 1.5 hours instead of usual 2 hours
  + May be an opportunity to try a pre-sale of tickets

6) Other new business

* Looking at establishing a Teacher Recognition Program
  + Laura Desprey to draft something (details around timing – ex. can be little things like coffee, hot chocolate, etc.)

7) Action items

* Aaron Bower to create a PTA transition e-binder on Google Drive for new executive
* Dave Kilgour to take on recruitment of members
* Dave Kilgour to be in touch with James Foley and Amanda Hood to get signing authority for the PTA account at BMO transferred to him and Laura Desprey
* Keri Jenkins to deposit bake sale money from the Holiday Concert into the BMO account
* Keri Jenkins to talk to teachers to get more details on the Story Workshop Program
* Keri Jenkins to provide Laura Desprey with dates when the gym is available for a potential movie night (after April 9) and for a Spring Social
* Kim Sampson and Dave Kilgour to work on wording for getting information from teachers on what support they might need from the PTA
* Sarah Barron to prepare a request to the PTA related to their coffee cart initiative Shauna MacMullin to send cost of buses and field trips to the PTA executive
* Shauna MacMullin to connect Laura Washburn and Sanita Kurto on Art Club initiative

8) Next PTA meeting will be Monday, April 8, 2024, from 6:00pm-7:00pm

* + Last PTA meeting of the 2023-24 school year will be on May 27, 2024