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| A picture containing text, gambling house, room, scene  Description automatically generated | **Home & School Association**  **Meeting Minutes January 8, 2024**  **7:00pm**  **SAMBROPTA@GMAIL.COM** |

**Attendance:** Meredith Higgins (Co-President), Andrea Rose (Co-President), Colette Strome (Principal), Sandra Lee (Vice-President), Josie Berry (Member-at-Large), Meghan Thorne, Gemma Vale (Member-at-Large), Genevieve Baechler (Member-at-Large) and Maryanne Fisher (Secretary).

**Regrets:** Sam Clements (Member-at-Large), Amy Gilkie (Member-at-Large), Carrie Flemming, (Member-at-Large), Allie Cassibo (Member-at-Large), Justine Cowie (Member-at-Large), and Tracy MacDonald (Administrative Assistant/Treasurer)

**Absent:** Melissa Cummings (Member-at-Large)

**Note:** No teacher representative

**Call to order:** Andrea Rose, call to order at 7:09pm

1. **Welcome/attendance:** recorded above.
2. **Approval of agenda:** Andrea added an electronic sign to be discussed. Gemma moved and Josie seconded, all approved.
3. **Approval of minutes:** Colette moved and Gemma seconded, all approved.
4. **Principal’s report:** Colette
   1. Out of office: Noted that she will be outside the school (to be at the board office) fairly often over the coming weeks to discuss programming, among various other principal activities.
   2. Rocks and rings: Curling based activity will be coming into the school January 31.
   3. Home alone and babysitting course: Will be offered over the coming months (potentially April). For eligible grade 5 students. School will cover the cost of instructor and certifications.
   4. Professional development was cancelled due to weather in December, so activities have been distributed, and will continue to be over the coming weeks.
   5. Oval trip: Dates are being explored for a school trip to the oval for skating. Will be in two groups to accommodate everyone. Had lots of volunteers last year, so hoping for that again this year.
   6. Gaga pit: Thus far, no response, so there will be a follow up email sent by Carrie.
   7. iPads: Six iPads and cases have been ordered, with no arrival date provided as of yet. iPads will be used for the whole school, but will mostly be used on the bottom floor in the learning centre and the grade Primary and 1 classrooms.
   8. Grade 5 hoodies have not been ordered yet, and Colette will keep us posted as to whether the HSA will be approached to help cover costs. The goal is to have them in hand by March break.
   9. There was a discussion about setting up a bursary fund to assist families who may benefit from external assistance with social workers, language development, and similar. Colette will check with Finance to ensure that this initiative is possible.
5. **Treasurer’s report:** Colette on behalf of Tracy
   1. Miscellaneous funds were reported.
   2. Spring fair money: Still waiting for the cheque from Andy Filmore. Meredith will follow up with his office.
   3. Fund-raising general: The amount of the fund was discussed, and the iPad amount has not been removed yet.
   4. The needs of the hot lunch program, which is separate from the HSA, was discussed. The HSA has been approached by those working the lunch program to purchase an industrial size convection program. Different community members have said they will help provide some funds. The electrical will need to be considered, so there has been some investigation into options. Last, there are some community members and groups who might be willing to help cover costs (or partial costs) for some school-wide meals.
6. **On-going business**
   1. **Fundraising/events**
      1. Debrief for the wreaths: Positive feedback from community members. The company was excellent to interact with; they communicated well and worked well with those in attendance to organize the wreaths. We ordered 10 extra, and those ended up being sold. The one-size option was much easier than in past years. The event raised approximately $1200. It was noted we should include phone numbers on the order sheets to get in touch with folks if necessary.
      2. Debrief for the clothing giveaway: The timing of the event went well (at the same time as parent/guardian-teacher meetings). The central location of the foyer was good. There were donations of regular clothing, and those all were gone immediately, and about two thirds of outdoor clothing was taken. The remainder was primarily clothing for very young children, and it was donated. Perhaps we should consider a twice-yearly clothing giveaway, centered around teacher meetings, with a focus on clothing rather than outdoor wear. Also need to think of a different name than swap as it implies you must contribute to participate, which is not the case.
      3. Spring Fair Time: Committee to oversee the spring fair (the first Saturday in June – June 1, 2024). Allie and Carrie have expressed interest to help chair and/or serve on this committee. Meghan talked about SACA’s resources that can be shared with the school for this event, and insurance will need to be reviewed. Josie offered to help as well, as did Genevieve and Gemma. Andrea will send a follow-up email to the HSA to confirm interest, and provide an opportunity for those who were away to express interest.
      4. Winter fundraiser decision: Mitchell soups and Meadowbrook Meats and are both easy fundraisers. Mitchell soups will be run in February. Meadowbrook Meats will occur around the May long weekend. Orders can be placed online, but there will be accessibility options for those who prefer to place the order on paper. Meredith, Allie, and Colette will look after soup, and Andrea and Megan will look after Meadowbrook Meats.
   2. **Other business:**
      1. Megan Thorne has been nominated for a Member-at-Large position. Genevieve made a motion, and Sandra seconded. Welcome, Megan!
      2. Electronic sign. The HSA received an email from a community member who, through his church, wants to partner with various groups locally to help cover costs. The location of the sign may be at the fire station in Williamswood. The school has been invited to be a partner in this initiative, to help provide a means to present community events. Andrea will reply, asking about the amount of financial commitment being sought. Further discussion will take place at the February meeting.
7. **Next meeting:** February 5, 2024
8. **Adjournment:** Andrea adjourned the meeting at 8:05pm