**Sambro Elementary School**

**Home & School Association Meeting**

**Monday March 4, 2024**

Present: Andrea Rose, Colette Strome, Tracy MacDonald, Meredith Higgins, Gemma Vale, Carrie Flemming, Justine Henneberry, Meghan Thorne, Josie Berry

Regrets: Sam Clements, Maryanne Fisher, Melissa Cummings, Genevieve Baechler, Amy Gilkie, Sandra Lee

Absent: Allie Cassibo

1. Call to order
   1. Andrea Rose at 7:07 pm
2. Welcome/attendance
   1. Noted above
3. Approval of Agenda
   1. Moved by Josie
   2. Seconded by Gemma
4. Approval of Minutes
   1. Moved by Tracy
   2. Seconded by Josie
5. Principal’s report
   1. Trip to the oval was canceled due to weather. The school is looking at booking a different trip in the near future
   2. Hope for Wildlife is coming in April to visit the grade 2, 3, 4, & 5 classes (there is no programming available atm for younger grades). It’s a free presentation - all they ask for is a donation of food for their animals
   3. African drumming workshop is coming in April
   4. Staff are wondering about the most effective way to communicate with families. They’ve noticed families are missing emails, etc. Are there too many emails? Should there be physical messages sent home in message bags? They are open to feedback. Justine suggested a calendar with known events and families could fill in extra dates as they’re known. Carrie suggested putting that calendar on the website and driving people there for the most uptodate information.
6. Treasurer’s Report
   1. Account updates
      1. Newly created H&S Bursary Fund - $1,351 (soup fundraiser profits)
      2. Fundraising General - $3,722.56
      3. Miscellaneous - $112.24
      4. Spring Fair - $7,995.33
   2. New funding request - Grade 5 sweatshirts - approximately $750. Motion made by Josie to approve up to $750 to purchase the Grade 5 hoodies. Carrie seconded the motion. All in favour.
7. Ongoing Business
   1. Fundraising/Events
      1. Spring Fair planning update
         1. No update. Scheduling issues. Will have update at next meeting
      2. Soup Fundraiser debrief
         1. SOUPer easy fundraiser. Good profits for the amount of work.
         2. Feedback from some families was that they were disappointed there was no gluten free option. Colette will mention this to Josh (the sales rep) to see if there are options for the future)
         3. Andrea will post on the Facebook group to remind families to pick up soup as anything more than 3 bags is too heavy to be sent home with a student.
   2. Other
      1. Community sign partnership
         1. No update - waiting to hear back from Mr. Garrison
      2. Bursary fund ideas - how to let the school population know in a tactful way to make sure that folks know it’s available. We will draft a blurb for Colette to send out.
      3. Newsletter - Allie had an example of a smart version of a newsletter we could use. Colette will find out more and send around so we can take a look.
8. New Business
   1. Bus accident - Protocol is that the principal goes to the bus, EHS ensures everyone is ok, and the Principal calls parents. In this situation, everyone was fine and all kids went home with someone, but there was no call home after. The only communication received was an email from Transportation saying the bus would be 30 minutes late. Often there is a VP who makes the calls home. Colette was at PD that day which added to the confusion. It was suggested that an email after would be good telling how protocol was followed, and what to do after in case anything comes up.
9. Next meeting **Monday, April 8, 7 pm - virtual & in person at school**
10. Adjourned - 7:47 pm