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## **WJ Holsgrove Parent Council Meeting Minutes Tuesday, April 2, 2024**

### **In Attendance**

Aaron West, Michele Wilson-Brushett, Candice Marsh, Carisa Glavin, Amber MacAdam, Michelle Piper Berman, Nicole Pennell (Regrets: Emma Elyea, Karen Cashman)

### **Approval of Agenda & February 13, 2023, Minutes**

Agenda - Motioned by Nicole Pennell, seconded by Candice Marsh. Motion Carried.

Minutes - Motioned by Nicole Pennell, seconded by Candice Marsh. Motion Carried

### **Chair's Report**

- **Updating bylaws** – every 2 years bylaws should be updated, along with standard operating procedures. Originally the plan was to start a subcommittee, there was some discussion about the best way to gather feedback. Ultimately it was decided that Aaron West will send out the bylaws to all parents to gather feedback, and the committee will gather to finalize what changes would be made. One suggestion from Michelle Piper-Berman was that the agenda and last meeting's minutes be sent out ahead of time to allow parents to decide if they want to attend.
- Some related discussion about the best way to bring new parents into the parent's council occurred, some suggestions included creating a package for incoming kindergarten parents so they are aware of the council, Aaron West will confirm what night the kindergarten welcome will happen on so the council can attend if wanted.
- **BINGO** – the new schedule is out and there are three new trained volunteers. The shifts are Sunday morning, 11 am – 1 pm, not yet open for new volunteers. Will be making less money than previously but raised \$1900 last month.
- **Hot lunch** – the Lunch Box orders have been successful, and mostly good feedback from parents. Issues – the company can be tricky to get ahold of. Carisa suggested that at the end of the year, we ask families for input, decide if it's working or not, and if people are happy with the price, kind of food, etc.
- **Teacher/staff appreciation luncheon** – last year did coffee, muffins and fruit tray in the morning and lunch at lunchtime. This was very successful. Early June would likely be the best time to hold as teachers and staff are very busy and would appreciate food. There are around 40 staff.

**Motion** – asking for \$700 from the lunch program budget to fund the lunch and another appreciation gift closer to the end of the year. Moved by Carisa, Seconded by Michelle Piper-Berman. Motion carried.

### **Treasurer's Report**

Bingo Account – Current balance is \$8,283.28.

General Account – Current balance is \$236.26.

Fundraiser Account - Current balance is \$1,230.93 (-\$400 earmarked for grade 8)

LDSB Grants - Current balance is \$517.29. (-\$500 earmarked already for the year-end event)

Lunch Program - Current balance is \$1013.26.



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### Teacher's Report

Amber MacAdam – mentioned how grateful the teachers were for the support of the parent council and the classroom funding. No other news to report.

### Principal's Report

- **Staffing**– new core French teacher, Sandra,
- **Facilities** – new portable is here and getting set up for occupancy,
- **Enrollment** – the projections for next year have started, will update as more information is available.
- **Transportation** - awaiting TriBoard who is pushing the city for more signage for the back bus area. Also requesting for more from the front – signage and enforcement – as the area has been very busy again.
- **Extracurriculars** - Jr basketball starting soon, track and field, cross country
- **Talent show** a big success! Looking at alternating musical/play and then a talent show on off years
- **Lego kits** – the kits have arrived, five in total. The hope is to start a Lego club for interested students and use them as classroom tools as well.
- **Outdoor equipment** – requesting funds for more outdoor equipment as it's been really popular at recess - soccer balls, skipping ropes, foam frisbees, footballs, tennis rackets, Ask –
- **Chromebooks** – requesting funds to add more Chromebooks to the stock, as the computers are aging, and with the population of 275 students there aren't enough to go around.

**Motion:** spend \$5,500 from the Bingo fund to provide \$500 for more outdoor equipment, and \$5,000 to purchase more Chromebooks. Moved by Michelle Piper-Berman, Seconded by Nicole Pennell. Motion carried.

### Discussion

- Candice is organizing the spring card fundraiser, 50% profit, 40 cards for \$35, all kinds. This will be the last fundraiser of the year
- Grade 8's – have requested another milkshake fundraiser on April 19, orders will open on SchoolDay from April 5<sup>th</sup> to the 14<sup>th</sup>
- End of the year event– Wednesday, May 29, would like to have another craft table, call out for volunteers to handle craft table, give out pizza. Some of the grade 8s will run the popcorn table again.

### Next Meeting

Tuesday, May 7, 2024 @ 6pm

### Meeting Adjourned



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**Important Upcoming Dates:**

April 8th: PA Day

April 9th-10th: Eid al-Fitr

April 13th: Vaisakhi

April 17th: Holocaust Remembrance Day

April 22nd-30th: Passover

April 22nd: Earth Day

April 24th: Administrative Professionals Day