

CSA Meeting Agenda
Tuesday October 24, 2023 - 6:30 pm

Attendees: Peter Fagbuaro, Ashley Fletcher, Amanda Yakel, Therese Sousa, Robert Sousa, Lyssa Anderson, Consdolee Umuhozo, Melissa Brandt, Dagnachew Addis, Crystal Samuel, Sherri Stoesz, Chris Dasch, Amanda Cowan

Regrets: Destiny Morin

- 1) Welcome and call to order - Ashley Fletcher
 - i) Call to order at 6:34
 - ii) Greeting and Introductions

- 2) Approval of previous minutes from September 19th, 2023
 - i) Motion by A. Cowan and seconded by A. Yakel

3) Old Business -Ashley Fletcher

- i) Clarification on the final list of fundraising potentials requested.
Shared by Chris D during the meeting.

Mabel's Labels	CSA	September/23	June /24	School Wide
Shelmardine's Plant Sale	CSA	November/23	December/23	School Wide
Bake Sale for concerts	CSA	December/23	December/23	School Wide
Raffle for parking spots at concerts	CSA	December/23	December/23	School Wide
Kernels Popcorn	CSA	February/24	April/24	School Wide
Purdy's Chocolates or Peak of the Market	CSA	March/24	April/24	School Wide
Booster Juice	CSA	April/24	May/24	School Wide
Giant Tiger Gift Cards	CSA	April/24	May/24	School Wide
Glenlea Plant Sales	CSA	May/24	May/24	School Wide

4) Fundraiser – Amanda Cowan

- i) Late for the Shelmerdine’s fundraiser but to be investigated for prior to Winter Break – Amanda C
- ii) Giant Tiger Gift Cards to be explored, to hopefully be delivered prior to the winter break as well – Amanda C
- iii) Please ensure that Mabels Labels information is included in each monthly report that goes out from school – Chris D
- iv) Erin H to look at a license for the raffle for a parking spot, or a potential work around to support the idea
- v) BIG BOX fundraising will be explored by Amanda C, potentially for next year
- vi) Kernels to be investigated for Easter or Spring – Amanda C

5) Treasurer Report – Amanda Yakel

Here is the update for the CSA account:

	Expense	
CSA 23-24		1053.67
Childcare for Sept 20	28.00	
Balance Oct3		1025.67
Makerspace Funds		599.43

- i) Budget lines above explained.
- ii) Sheri to ask Tanis about potential uses or redirects for the Makerspace budget line

6) Principal's Report – Tanis Ziprick

Administrators Report – T. Ziprick (Principal)

1. **Staff Professional Development**

- On Oct. 18 at our Staff Meeting, the focus was on learning about Jordan's Principle, and the work we can do with the division and our families on this
- On Oct. 22, MTS PD Day, staff are attending MTS pd conferences in a wide variety of areas that connect to their own Professional Growth Plans (PGPs).

2. **Report Card Information and Student Led Conferences** – teachers will be collating data collected from observations, conversations, and products, compiling their findings on your child's report card on Monday, Nov 6 (no classes for students). Report cards are open on the Tyler parent portal for viewing as of Monday, Nov 20, by midnight. Ensure you have booked your student led time through Conference Manager, with open/closing dates and times sent in an e-memo to families. This year, we have an in-person conference option for families only (both days).

3. **Remembrance Day Assembly-** will be held on Nov 10, on TEAMS for the whole school.

4. **Orange Shirt Day- Friday, Sept 29** - Our IAA committee planned activities to further students' understanding about residential schools and how "Every Child Matters". We had two separate in-person assemblies (EY and MY), featuring songs, dancers, read alouds and videos. We welcomed a parent drummer and a former student who did a Fancy Shawl Dance for our students and staff.

5. **Lockdown/Hold & Secure Drills** – two of each drill per year must be conducted, according to policy EBCBB-R, being held in November. There will be a letter sent home to families before the drills take place. Teachers have been talking about procedures for these drills and Fire Drills since the beginning of the school year, in age-appropriate ways.

6. **Clubs and Extracurricular Moments for Students** – we have had a variety of activities and opportunities for students introduced this month, including MY volleyball, music clubs in the EY classes, and cross-country clubs for EY and MY. Staff are committed to providing students with extra experiences whenever possible.

7. Thank you to our families that helped support the Movie Night (Playground Fundraiser) last week on Thursday, Oct 20/23. Our school team are looking at changes to the format to make the next evening as smooth as possible.

Report From Erin H:

We raised \$760.00 for our greening project at the family movie night.

We will do another one on January 25th.

We have learned from this one and are so thankful for the patient and understanding families who said they understood first events have hiccups. We are doubling the popcorn, drinks, and chocolate bars at the canteens. We are adding chips. We will have two canteens, one in the conference room and one by the north gym doors. We will pre sell pizza but will not sell slices at the canteen to try to speed up the process.

Canteen will open at 5:30, and the movie will start at 6:00. This will get kids home close to 8:00 pm as there is school on the Friday.

We are so thankful to the parent volunteers who bagged popcorn on Thursday morning, and could use 4 volunteers on January 25th if anybody is available to help!

Also, for your information, our book fair is from November 20-24th in the EY library.

Additional Feedback from CSA:

- a. Directions for washroom use need to be included repeatedly and it may benefit to post signage.
 - b. Can we maybe bring blankets for the matts or think through the need to clean them after? Some of them were quite dirty and sticky by the end of the event. What about using blankets directly on the gym floor?
 - c. Aisle organization needs to be used for the gym layout to ensure safety and traffic patterns for accessing food and the washrooms.
 - d. Be sure to include improvements in messaging when advertising for next event - positive steps taken for cleanliness, more food better organization etc.
 - e. Pizza hotline was suggested as a better option, as their bulk catering can provide a cheaper cost (Robert Sousa is connected there so reach out to him)
 - f. CSA members are willing to volunteer to support our movie evenings (email to all members - Erin Harris to follow up for next Movie Night)
8. BSSIP evening for families – we had a very good turnout for this event, with several potential ideas to consider for evenings, where the families feel strongly that these events should be open for all students, not just those that are self-identified

7) Lunch Coordinator Report – Melissa Brandt

- We have over 400 students staying for lunch on a regular/semi-regular basis. Most of these have submitted a registration package and reminders will be sent to those who haven't sent in their copies shortly.
- Reminder notes for families who haven't made lunch fees payments were sent home and many notes have been returned with payments. I plan to ask the office staff to include the reminder for fees for families that pay monthly as this seemed to work well last year.
- We have have successfully added new supervisors to our team, to a total of 12 regular or semi-regular supervisors. This has been a great number to have for extra support in classes that need 1 supervisor to stay in that class, and for flexibility to adjust coverage on days when a few staff have reasons that keep them from coming. We haven't needed to ask school staff to cover classes for a number of weeks now!
- Outside play has continued to be successful with having all students out means having additional staff circulating during play to support in conflict mediation and reminders of safe play.
- CPR and First Aid training will be held early November for 10 of us. (Those not attending with us have fully valid licenses from other employment)
- Lunch clubs have started again, and have been well attended. Having all students on the same outdoor/indoor schedule has allowed for more clubs to happen at lunch this year and for Middle Years students to have more freedom when they go out after we come in.
- A reminder was sent home via email regarding utensils. We depleted our stock of emergency spoons and forks in just one month and finding more in stores has been difficult.

8) New Business/Roundtable

- i) Staff Appreciation typically runs on one of the last PD days (April or May).
- ii) Some conversation about the use of e-transfer to pay for lunch fees and discussion held, confirmed this was not a possibility.
- iii) Questions answered about daycare use in the school and the difficulty of a lack of space for expansion.

9) Adjournment – 7:23 PM

iv) Motion made by A. Fletcher, seconded by A. Cowan