



# Parent Council – Sifton

## Meeting Minutes

22 April 2025 / 7:00 PM / Learning Commons

704pm

## Attendees

Kathleen McLennan; Terry Kennedy, Petra Cegiely, Jodi Songhurst, Danielle Braim (chaired), Tawnya Williamson (notetaker)

Regrets: Anne MacIntosh; Mary-Anne Falk, Tamsin McComb, Laura Doyle, Cassie Dey

## Introductions

## Agenda

### Land Acknowledgement

We acknowledge that Battle River School Division is located on Treaty 6 territory, and that we respect the histories, languages, and cultures of First Nations, Metis, Inuit and all First Peoples of Canada, whose presence continues to enrich our vibrant community.

### Old Business

#### 1. Spring Fundraisers

- Little Ceasars - \$1,444.00 (249 items) - plans for improvement:
  - alphabetize order forms in advance
  - improved communication with driver of delivery
  - one day pick-up (extras in staff fridge)
- Westway Gardens - \$400 (80 cards) - plans for improvement:
  - space out from other fundraisers
  - very easy

### ACTION ITEM:

- Petra to email Laura re: details about pick-up (How cards are getting to school? Who will be present for pick-up time?)

- Kathleen to ask Cheryl to prep envelopes with student name and details (e.g. number of cards)

## 2. Ongoing Fundraisers

- Labels/Loveable labels - \$57.00
  - Petra to make message to send in summer months (will be prescheduled)
- Bottle Depot - \$149.00 (from division)
- Retro yearbooks - have sold 7 of previous years: \$35.00

**ACTION ITEM:** Petra to email Kathleen/Mme Grant newsletter additions for on-going fundraisers, Petra to check balance of bottle depot

## 3. Carnavale/La Tire

- wrap-up -will need to purchase pot and induction burner for 2026 (pot first, and possibly burner) - will account for in budgeting for fall

## 4. Hot Lunch Update

- Plan for Teacher's Appreciation Week (May 5-9) -will combine whole school hot lunch and lunch for staff in celebration of Teacher's Appreciation week
  - will plan for 1st Friday of June (June 6) or midweek (Tues/Thu) if we can get adequate volunteers to provide noon hour supervision
  - May 2 - Pizza 73 donating lunch to staff

**ACTION ITEM:** Tawnya to email Cassie to discuss plan and arrange parent volunteers (Kathleen can reach out to current agents of the board: one volunteer per class? 15 would likely be needed )

- juiceboxes/utensils purchased? (Cassie ordered with Kathleen?)

**ACTION ITEM:** not ordered - ask Cassie to email Kathleen to make purchase

**Additional action item for next time** - look at current hot lunch profit margin - make sure it's not too high

- Kathleen to ask Cheryl if Rycor report possible re: current margins - will discuss at next meeting

## 5. Council of School Councils

- Previous attendance (Apr 15 - finished for 2024/2025 school year)

## New Business

1. 2024 ACSE Grant - Math night
  - a. May 27 6:30-7:45

**ACTION ITEM:** Kathleen to send information to Mme Grant to include in May newsletter and modify poster

- Petra to email Kathleen description re: ACSE blurb to include on poster

2. Wishlist (Kathleen)

- a. Kathleen provided wishlist with prices from staff
- b. Did not have adequate attendance at meeting to approve purchases

**ACTION ITEM:** Petra to draft email to parent council members to provide recommendations developed at meeting; will complete email vote to approve (need 5 approvals to meet quota) next week

3. Food allergy awareness week/month (Tamsin)

**ACTION ITEM:** Tawnya to email Tamsin re: previous years and ideas for this year (?allergy friendly food drive; parent council donating \$1 per item donated?)

4. Kindergarten recruitment - Open House for registered and prospective students in May

**ACTION ITEM:** Kathleen to draft poster to provide to parent council to put up in community

5. Review of 'SGF Category Report'

- a. Reviewed current funds available and discussed wishlist purchases and potential fall costs (e.g. boohoo breakfast, etc.)

6. Other ideas for next year:

- a. Donuts for dads/muffins for mom - in celebration of Mother's/Father's day - upcoming in May/June
  - i. Consider something in February for valentine's day instead (might be more well attended; extend to other guardian/parents by using inclusive language)
- b. Musician in residence
  - i. Petra suggested using Augustana Community Learning students from music program
  - ii. Discussion around potential options - will revisit in Fall 2025

**ACTION ITEM:** Terry to get information on process for organizing from previous school

**Wrap-up:**

- Tawnya to scan current SGF into shared parent council drive
- Tawnya to complete current meeting minutes and distribute to members
- Tawnya to email previous month (March) meeting minutes to post on school website

**Next Meeting:**

- Discuss apple fundraiser at May meeting (to initiate for beginning of school year)
- Hot lunch margin discussion
- Decide year-end wrap up location

## Principals Report

Completed 'Respect' topic for April; working on training for student school patrol ('crossing guards') - hopefully starting next week; walking club for Grade 4 girls started afterschool; art club continuing and starting for younger grades in May.

## Trustee Update

### Action Items

1. Please see sections above (labeled with [name/blue font](#)) for actions prior to next meeting
2. May newsletter/email will be sent May 2 - deadline for information to Mme Grant by Apr 28!

### Next Meeting: May 20; 7:00pm

#### Upcoming meetings:

- Jun 17 (end of year wrap-up!)

Adjourned 8:32pm