

**West Missouri Home and School Association  
Meeting Minutes – September 9, 2019**

**Present:**

**1. Principal's Report –Ms. Herter/Ms. Adams (completed with SAC)**

- Ms. Herter – welcomed everyone to the meeting
- 462 students at this time. No shuffling of students needed this Sept.
- Cell phone policy – students are no longer able to have cell phones on during the school day
- Nutrition breaks – no longer able to go anywhere but their home
- Unable to provide class lists and teachers in advance to start of school year due to last minute enrolment and changes in class sizes and teachers.
- EQAO – our results from last year were awesome – especially grade 6. Full results are embargoed until end of Sept. The staff got a 2 day glimpse of the results, grade 3s also did well.
- Greening project – many staff not aware of the project. Previous principal Mrs Johnston had plans for a project that would make changes in yard re: trees/structures/play equipment. There was going to be 3 phases – phase 1 is complete (sun shade & tree stump play equipment). Tom Walker at board office looking after the project – the estimate for tendered out work came back \$8000 over what the school had budgeted for this project. Discussion with Mr. Walker about how the project could be adjusted to fit the expected budget – the suggestions from Mr. Walker did not seem to be a good fit for our school. Ms Herter reports they have decided they need to reassess the project. Project needs to go to tender again for company to complete the work – unlikely the work would be completed before winter. There is ~\$20000 in an account with board office- \$13440 was donated by home and school over the last few years (Sept 2016 \$5000, Feb 2017 \$5000 and May 2018 \$3440) and the rest was donated by independent donors.
- Ms. Herter asks if we would allow the funds to be used for another project or other items that the school requires instead of furthering the Greening Project. It has been suggested that we vote on ending the Greening Project and redistributing the funds to another project/department still to be determined.
- Ms. Herter reports she will be contacting independent donors to discuss if they would like their donation returned or to be put towards the decided alternative project/department.
- Amanda Elliott spoke on behalf of Ryan Elliott repair -would prefer their donation of \$5000 to the Greening Project to go towards an interactive project such as a lego wall instead of technology
- Ms. Adams reports she would like to create a Parent community centre with computers for families to use technology they don't have at home. Ms. Adams reports technology is very important for students to advance in this day and age.

Ms. Adams discusses the benefits of lego wall. Math/science etc. They can build, put messages and mindful techniques as well for students who benefit from some “down time” that still exercises the brain. Ms Adams reports another school has shared with her their financial breakdown of potential cost of a lego wall.

- Ms. Adams suggests a collaborative project such as Fish with paint/name on it etc and put on chain-link fence or students can paint/decorate a rock and they get put around the school.
- School decides (Principal and Vice Principal) how much of their budget gets spent on chromebooks etc.
  - Chromebooks: There are funds from IT department with the school board – not enough to cover everything the school needs though. We have more students now as well. This year replaced 5 old chromebooks and a new set of 25 chromebooks for classrooms. 30 chromebooks cost \$10000 for this year. Discussion that there should be part of the budget allotted to replacement costs of chromebooks.
  - Music teacher has requested a Baratone \$1500
  - Suggestions for more sports equipment for the yard (pop up goalie for soccer nets and basketball nets), iPads (need ~3/class)

**2. Welcome & Opening Remarks:**

- Sarah welcomed everyone to the meeting.

**3. Approval of Minutes from May 13, 2019:**

- Erin approved and Amanda seconded the approval.

**4. Approval of Agenda for September 9, 2019:**

- Erin approved and Christine seconded the approval.

**5. Treasurer’s Report:**

- Bank balance as of end of 2018/2019 school year = \$xx
- Less Other (Grade 8 fundraising) = \$xx
- Available bank balance = \$xx
- Net loss of \$xx last year

**6. Secretary’s Report:**

- Nothing to report

**7. Committee Reports**

- Hot Lunch: forms went out late last week/early this week. Pizza went up \$0.50 per slice to us but Home & School didn’t increase cost to families– Hot lunch starts Sept 26<sup>th</sup>.
- Snack Cart: Angela Patterson? Sarah will reach out to Angela.

**8. Old Business:**

- Lego Wall Donation – Ms. Adams/Ms. Herter
  - Likely would be best for Home & School to purchase the lego items and donate to the school
  - Ms. Adams to provide cost estimates next meeting

**9. New business:**

- Funds previously designated for outdoor learning space – Ms. Herter/Sarah Doan.
  - Activity wall – could some of the funds still go towards the Greening Project activity wall? Defer vote to shut down the Greening Project to next meeting.
- Family meet and greet night scheduled for Sept 18<sup>th</sup> – Sarah Doan/Lindsay Lake
  - Door prizes and “games” (eg. Agricultural society is donating ride all night passes and fair passes)
  - Slide show of information (eg. About thorndale fair etc)
  - Lindsay Lake from SAC reports SAC is looking for donation – for the cost of 2 board games to help increase family/parent involvement in meet the
  - Motion for \$75 to donate to Family meet and greet night – all in favour – none opposed.
- 2019-2020 School Directory – Amanda Elliott/Lindsay Fleming
  - Ms. Herter requests to obtain permission from the teachers to include teachers names in the school directory (Amanda Elliott will obtain teacher consent)
- 2019-2020 Executive – Executive Group
  - need a fundraiser – Kendra Ferguson volunteered
- Meet the Families night (the new title for Meet the Teacher night) scheduled for Sept 26<sup>th</sup> – Sarah Doan
  - Sarah waiting to hear back from the Lions about if they will BBQ for us again.
  - Sarah is going to find out if Grade 8s want to do the marble slab fundraiser again – Sarah going to reach out to Angela Patterson.
- Gift card and box card fundraisers – Sarah Doan
  - Sarah queries if we want to stay with Vista this year
  - Oct/Nov/Dec and again in Feb and April
  - Box card fundraiser will be done again today

**10. Meeting Adjourned:**

- The meeting concluded at 8:40pm.

**11. Next Meeting: October 7, 2019**



**West Missouri Home and School Association  
Meeting Minutes – October 21, 2019**

**Present:** Amanda Elliott, Candace Pink, Carla Varallo, Diane Herter, Erin Goris, Lindsay Fleming, Sarah Doan, Tanya Buck, Amanda Borge

**1. Principal's Report –Ms. Herter**

- Ms. Herter will be here until Nov 1, 2019 and then Diane Willaert will be here until January 2020.
- There will be a full time principal January 2020 – don't know who yet
- The school is no longer able to check kids for lice and no longer able to send kids home mid-day if they have lice as it is not considered to be a health hazard. Parents will still be contacted/notified if their child is identified to have lice.
- Portable for Grade 7/8 will be available by the end of the week.
- Having split grade 7/8 classes has been quite beneficial for workflow/physical space, class sizes and overall class functioning.
- 5 classrooms in portables (1 of them is music)

**2. Welcome & Opening Remarks:**

- Sarah welcomed everyone to the meeting.

**3. Approval of Minutes from September 9, 2019:**

- Erin approved and Amanda seconded the approval.

**4. Approval of Agenda for October 21, 2019:**

- Lindsay approved and Erin seconded the approval.
- Sarah asked to add yearbook to the agenda

**5. Treasurer's Report:**

- Bank balance as of Oct 21, 2019 = \$x
- Less uncleared cheques:
  - Gift cards- I Love Community \$x
  - Hot lunch – Marshall's Pasta \$x
  - Hot lunch – Amanda Elliott \$x
  - Grade 8 funds - \$x
  - Total: \$x
- Available bank balance = \$x
- WNPS Home & School Association Budget 2019/2020 shared – projected net profit of \$x for this year

**6. Secretary's Report:**

- Minutes of the meeting with financial information will be shared with the paid members of home & school meeting for 2019/2020 moving forward

**7. Committee Reports**

- Hot Lunch: Amanda Elliott reports it is functioning well
  - Lunch box first week brought in \$x profit – off to a good start
- Snack Cart: Dan Mund/Sarah Doan  
Amanda says Dan reports it is going well so far  
Discussion that perhaps the snack cart coordinators could send out a reminder/flyer/write up in newsletter about the snack cart information to let parents know the details

## 8. Old Business:

- Lego wall Donation: Ms. Adams(not able to attend meeting)/Sarah Doan  
Sarah: Lego wall for Learning Commons -Lego won't ship to Canada. 2 suppliers in Canada – 1 was French language and 1 in Brantford. Maker space starter set was suggested but the Canadian version is 16 base plates, 2 brick sets, 2 packs mini figures, \$x CAD Simple powered machines need to come from USA to the Canadian supplier. We are hoping that we would be able to acquire this through donation, however might need to have it go through an approved tender. Obligated to buy everything through purchasing store.
- Funds previously designated for outdoor learning space: Ms. Herter/Executive  
Ms. Herter shared “Request from Home and School for assistive funding”  
Opening balance (H&S portion not counting private donations) held at the board \$x.  
List of items (eg. Baritone, chrome books, phys ed equipment, tower gardens etc) to use the funds in an alternative manner proposed for consideration. Total cost of these suggested items = \$x  
Jim Comeau suggests to send a letter from Sarah and Lindsay asking for funds to be transferred to school account and held in a separate revenue line and as items are ordered and invoices are available the funds are moved over and School secretary would provide documentation to exec of H&S for what has been used and what for etc.  
Addition portion of funds from private companies/individuals will be addressed at a later date.  
Discussed a few other ideas for use for the remaining funds for further investigation/discussion such as welcome wall in different languages, sensory walk, outdoor greening ideas such as benches/trees for shade.  
Vote to return balance held by the board to WNPS– all in favour/none opposed.  
Vote to provide \$x for baritone and beginning band book – all in favour/none opposed  
Vote to provide \$x for 15 chrome books – all in favour/none opposed  
Vote to provide \$x for lego wall– all in favour/none opposed  
Vote to provide \$x for Phys. Ed equipment for indoors and outdoors– all in favour/none opposed
- Vote to provide \$x towards the Tower Garden project– all in favour/none opposed

\$x remaining to be held by WNPS for future project funded by Home & School

- 2019/2020 School directory: Amanda Elliott/Lindsay Fleming  
Printing has been a bit delayed – Amanda is going to go and pick them up soon
- Spirit wear/jersey order update: Sarah Doan  
Jersey's orders submitted and printed started today – hoping they arrive before basketball and they will be available in time for Christmas \$x brought in for orders – profit is minimal (~\$x).  
Spiritwear \$x brought in for orders – unknown at this time what the profit is.
- Gift card fundraiser: Sarah Doan  
Orders down from last year. This October \$x– printed form copies weren't sent out this time – we will be sending printed order forms & explanation letter about the program for the next months. Hopefully that will increase participation.

#### 9. New business:

Box Card fundraiser: Sarah Doan

They can do all birthday card boxes (\$33 for 33 cards)– they want us to take 1 box/student like last year however there were many boxes went missing last year and we would prefer not to do that this year. Sarah will send information home and we can get orders coming in and boxes here before Christmas.

Other fundraising Ideas: Kendra Ferguson/Sarah Doan

St. Jacobs company pepperettes and summer sausage fundraiser – consider early 2020 (hockey teams around are selling similar by Carmichaels)

Consider Little Caesars fundraiser in the colder months of the year

Boys & Girls club is now partnered with Kidscape – they are trying to do fundraising with H&S – we would advertise it and they would give a portion of entrance fee back to H&S. We could sell food/drink there as well and keep the profit. Sarah to get more info and inquire if there is a minimum participants, if they would be able to have parents drop kids off and return or if parents need to stay, fees etc.

Yearbook – Ms. Adams was going to inquire if there was a teacher willing to take it on (likely a grade 7/8 teacher). Photos could be taken by class iPads and teacher to ensure students that do not consent to photos do not have their picture included (they will ask these families if they would like to allow their photo for a yearbook only).

There could be local businesses sponsor the yearbook? Ms. Herter reports she will inquire with Ms. Adams and the teachers about having a teacher/class head the project. Sarah Doan and Amanda Borge and Tiff Grubb will get together to talk about volunteering their time to help put together a yearbook. Perhaps do a “cover contest” for the students to design the yearbook cover.

**10. Meeting Adjourned:**

- The meeting concluded at 8:35pm.

**11. Next Meeting: November 4, 2019**



**West Missouri Home and School Association  
Meeting Minutes – November 4, 2019**

**Present:** Alexis Juliao, Amanda Borges, Amanda Elliott, Diane Willaert, Kendra Ferguson, Lindsay Fleming, Sarah Doan, Tammy Adams, Tiffany Grubb, Bonnie LeMarie

1. **Principal's Report (with S.A.C) –Ms. Willaert/Ms. Adams**
  - STEM night – Nov 27<sup>th</sup> – all invited (parents, kids, grandparents etc). Ms. Adams reports will need STEM budget to help fund activities for the evening – inquires if H&S would contribute funds.  
Request for up to \$500 from H&S towards STEM night activities – all approved/none opposed.
  - Tower garden – Legacy project for Grade 8s (aerophonics) – holds 28 plants and uses 10% less water than a regular potted plant and uses less floor space. Each student is responsible for a seedling (water etc to get it ready to plant in the tower garden). There is a water system. Lettuce, basil, parsley etc.
  - EQAO School Report – Ms. Adams shared some items to celebrate.  
School results.  
Grade 3 for last year – reading/writing/mathematics –above the board in all but below province for all.  
Grade 6 – improved in reading, improved in writing and improved in math. Above the board in all 3 areas and above province in math but slightly below the province in reading and writing.  
Grade 3s and 6s both said they always try their best in class. They also said they always do their best to problem solve, but previous years many said “no” to the question if they have the tools needed to problem solve. This year Grade 6s said they had what they needed to solve problems in mathematics – whoo!
  - Diane Willaert first day back with WNPS as principal.
2. **Welcome & Opening Remarks:**
  - Sarah welcomed everyone to the meeting.
  - Email from Mrs. Kings – thank you to H&S – thankful for support for Baratone purchase. She reports she tried to purchase the sheet music but it was only available to the united states and requested permission to order from another source that is Canadian. H&S approved.
3. **Approval of Minutes from October 21, 2019:**
  - Amanda approved and Kendra F seconded the approval.
4. **Approval of Agenda for November 4, 2019:**
  - Amanda approved and Tiffany seconded the approval.
5. **Treasurer's Report:**
  - Bank balance as of November 4, 2019 = \$x

- Less uncleared cheques:  
I Love Community – Gift Cards: \$x  
Sassy's – Hot Lunch: \$x  
Grade 8 Funds in Holding: \$x  
Total=\$x
- Available bank balance = \$x

#### 6. Secretary's Report:

- Minutes of the meeting with financial information will be shared with the paid members of home & school meeting for 2019/2020

#### 7. Committee Reports

- Hot Lunch: Amanda Elliott reports it is functioning well
- Snack Cart: Dan Mund/Amanda Elliott – Amanda reports it's going well

#### 8. Old Business:

- Lego wall Donation: Ms Adams/Sarah Doan  
Need Ms. Adams to inquire about how to purchase the lego/materials for lego wall – quotes Sarah got were not from a TVDSB tender. Would there be a way for H&S to purchase the materials and gift it to the school? Ms. Adams to look into it. Ms. Adams did know that a member of TVDSB maintenance team will need to mount it to the wall.
- Gift Card Fundraiser: Sarah Doan  
Next wave of gift card fundraiser orders are due Nov 11<sup>th</sup>. Paper copies of the order sheets were sent home to families (orders were down last order due to paper copies not having paper copies sent home)
- Box Card Fundraiser Update (Birthday cards only): Sarah Doan  
Box cards will be here Wednesday and sent home Friday. 8 Families opted out of having a box come home. Orders are due in Nov 25<sup>th</sup>. Idea to have them available STEM night on Nov 27<sup>th</sup> as well. Sould take 2-3 weeks for delivery. 350 sold last year. If school sells 400 boxes there will be a draw for students/family who sell 3+ boxes to enter ballot to win an iPad.
- Yearbook – Sarah Doan/Amanda Borges  
Need a class/teacher who would like to take it on. Amanda and Sarah report they would be willing to take on putting the yearbook together. Need someone to take the pictures.  
Ms. Adams and Ms. Willaert will reach out to the teachers to inquire. Will have the school ask the families who did not agree to have their child photographed if they would like their child's photo to be included in the yearbook only. If not, that child's face would be covered in the photos. Staples: 25 pages with a black coil binding and white cover with colour picture on the front cover (drawing contest?) and all students get one (462 copies) = \$9.48 each (\$4379.76). Less than 250 = \$10.68 each yearbook. Sarah will contact staples to inquire about the \$ if there is a business account.  
Sarah will send a poll to Kim Humphries to email out to families to

inquire about interest for the yearbooks (and will send out paper poll to the families who do not have email)

Amanda Elliott reports directories were printed from Thames valley (they have a graphics department) – Sarah to inquire with them about a quote.

**9. New business:**

- Other fundraising Ideas: Kendra Ferguson
- Kidscape fundraiser – Sarah reports no new information to share at this time
- Amanda B reports the magazine subscription does not appear to be readily available.

**10. Meeting Adjourned:**

- The meeting concluded at 8:00pm.

**11. Next Meeting: December 2, 2019**



**West Nissouri Home and School Association  
Meeting Minutes – March 2, 2020**

**Present:** Alexis Juliao, Amanda Borges, Amanda Elliott, Candace Pink, Mr. Mann, Kendra Ferguson, Lindsay Fleming, Sarah Doan, Tanya Buck, Tiffany Grubb

**1. Principal's Report (with S.A.C) –Mr. Mann**

Principal Report  
Parent School Council  
West Nissouri Public School  
Monday March 2, 2020

1. The Thames Valley Parent Involvement Committee (TVPIC), 2nd & 4 Corners event on Thursday, February 13th, from 6:30 - 8:30 p.m. at Medway High School, Arva, ON  
This event focused on discussions pertaining to the use of Parent Involvement Funds and Parent Engagement Funds. Thank you Tiffany, Amanda, and Tammy for attending.

**2. TVPIC Parent Engagement Fund**

Goal / Purpose:

- Create a climate for parent engagement that promotes student achievement and well being
- Work with school improvement plan to achieve greater parent participation for student learning and achievement
- Support projects that help identify and remove individual and systemic barriers to parent engagement that may prevent some parents from fully participating in their children's learning

Application Submitted:

Investing in Children: STEAM Parent Engagement Event - Tuesday, June 2 nd .

**3. Safe Schools Update:**

a) Pink Shirt Day – February 26 th Sea of Pink: Encouraged everyone to practice kindness and to wear pink to symbolize that we do not tolerate bullying.

b) SSAP – Hard copy and Electronic copy available.

c) BPIP - Hard copy and Electronic copy available.

4. Staffing Update: Mrs. Gould has returned from Maternity Leave to her Grade 7/8 classroom.

5. Field Trip Update: All elementary schools field trips are cancelled up to and including March 31.

6. Policy Updates: Code of Conduct, Dress Code, Use of Personal Electronics (Draft to review).

7. The Thorndale Lions and the Thorndale Community, as you know have lost their community centre. TVDSB and WNPS have granted a permit and permission for our facilities to be used until the new community centre is constructed.

The Thorndale Lions Club (Dave Graham) has been set up with an account through Community

Use of Facilities. All fees have been waived.

The first event is a Turkey Bingo, scheduled for Monday, April 6<sup>th</sup>, 2020.

8. 100 Schools Tour – The Grand Theatre: 100 Schools Tour, to visit West Nissouri Public School.

Our scheduled performance is 20-Apr-20, from 02:00PM to 03:00PM.

We will be school number 62.

The production our students and staff will see is:

Juno's Reward

London hosted the Juno Awards in March of 2019. The biggest night in Canadian music has inspired big dreams for one London student: Juno. This new play, developed through the COMPASS New Play Development Program, is a celebration of Canadian music and the brilliance and talent of our region's students.

A study guide will be provided to all schools.

Dates:

Toonie Tuesday tbd

PD Day March 6<sup>th</sup>

March Break March 16<sup>th</sup> – 20<sup>th</sup>

Trustee Visit March 25<sup>th</sup>

School Council / H & S Meeting April 6<sup>th</sup>

Movie Night April 9<sup>th</sup>

Good Friday April 10<sup>th</sup>

Easter Monday April 13<sup>th</sup>

'Juno's Reward' Grand Theatre Production Apr. 20<sup>th</sup>

**2. Welcome & Opening Remarks:**

- Sarah welcomed everyone to the meeting.

**3. Approval of Minutes from February 3, 2020 minutes:** Amanda B approved and Amanda E seconded the approval

**Approval of amended minutes for October 21, 2019:** Amanda B approved and Amanda E seconded the approval

**4. Approval of Agenda for March 2, 2020:**

- Lindsay approved and Kendra F. seconded the approval.

**5. Treasurer's Report: Lindsay Fleming**

- Bank balance as of March 2, 2020 = \$xx
- Less uncleared cheques:
  - Sassy's Hot Lunch: \$xx
  - Hot lunch Amanda: \$xx
- Less Other: Grade 8 Funds in Holding: \$xx
- Total= \$xx
- Available bank balance = \$xx

## 6. Secretary's Report:

- Nothing to report

## 7. Committee Reports

- Hot Lunch (Amanda Elliott): going well
- Snack Cart (Grade 8 rep/Amanda Elliott): going well

## 8. Old Business:

- **Lego Wall Donation (Mr. Mann/Sarah Doan)**
  - o 2x Maker space building wall and bricks bundle 16 base plates, 2 lego brick sets and 2 figure sets works out to be ~ \$x + shipping (unknown shipping cost at this time) and ikea storage bench ~\$x (tax and shipping included) + installation fee with the school board
- **Yearbook update (Sarah Doan/Amanda Borges)** – Sarah has received a CD with all class pictures from Mrs. Smith. A notice went out to families who did not give photo consent at the beginning of the year. There have been some families already contact Sarah to give photo consent for the yearbook. Unknown right now where we are going to get photos of the sports teams - Sarah inquires if they could have a day where they could come in and have the teams/clubs gather for a photo – Dr. Mann agreeable. Cover contest – can be done during class time. Request for teachers to send them photos for collage.
- **Movie night event update (Sarah Doan/Amanda Borges)** – Frozen 2 pajama movie night 6:30pm April 9<sup>th</sup>. Grade 8s will do snack table. We will need to front to costs because we are holding their funds. Silent auction, Gift card survivor fundraiser and Easter chocolate pick up as well. Grade 8 draws for winners will be done at 8:15pm. They will take bids online as well for the silent auction.
- **Grade 8 Fundraising Partnership update (Sarah Doan)** – no trivia night – doing silent auction instead as well as gift card survivor and Easter chocolate pick up
- **Gift card fundraising update (Sarah Doan)** – grade 8s are going to buy gift cards through us for gift card fundraiser. Made \$303.98 with the Feb gift card fundraiser.

## 9. New business:

- **Rock your socks event (Amanda Elliott)**

Community member approached Amanda re: raising awareness re: Down Syndrome. Funky socks to be worn on March 21<sup>st</sup> – school can sell the socks for \$2 or \$3ea and all the \$ goes to LDSA to support youth and families with down syndrome. Powerpoint slideshow and speaker re: Down Syndrome could come to the school to raise awareness if we would like. March 21<sup>st</sup> is the day but suggested to wear the socks to school on the Friday before march break and the Monday after march break.
- **OFHSA Conference and Annual meeting (Sarah Doan)** Ontario Federation of Home and School Association – Brantford, ON - Friday April 3<sup>rd</sup>, Saturday April 4<sup>th</sup> workshops and awards, Annual meeting is Sunday AM can vote to change H&S policies and bylaws of the federation. Food \$110 + Hotel \$129/night. H&S doesn't pay to send a member.
- **Sensory walk (Tanya Buck)** – Tanya has found information through a vendor on Etsy (she got their contact through Industrial Signs in St. Marys) – small (\$1700) to large (\$2600)

packages available and shipping is free in Canada. Everything cut, multiple activities, recommended for ages 3-8yo and they report the large pack is what the schools are usually using. School would have to install the sensory walk items – needs ~4 layers of wax over the decals. Mr. Mann reports there is a TVDSB approved vendor for sensory paths – Tanya will look into the approved vendor.

- **Option to do donation directly to H&S instead of doing fundraising:** this option continues to be available – contact a H&S member

**10. Meeting Adjourned:**

- The meeting concluded at 8:15pm.

**Next Meeting:** Tuesday April 7, 2020