

Reynolds SCC Meeting Minutes 2023/2024

September 26th, 4:00 pm at RCS.

Call to Order/Members present: Lacey Walker, Jenni Weisberg, Margaret Lynn, Jessie Spencer, Yvonne Day, Bev Kezema, Naomi Lang, Stacy Lair

1. SCC Modules (Stacy Lair, NESD Director)

- Reviewed NESD 2023-2026 Strategy Map
- Reviewed SCC Handbook and Orientation Guide
- Invite NESD Board Member to meetings
- Facebook page will go under School Division Enterprise so that they have control if there is ever a problem, threat or someone who is in charge of page is not re-elected
- Money from SCC should be spent on goals aligned in the strategy map
- Reviewed page on Self Regulation and Learning, will be Edsby group to share resources
- Sample Constitution, AGM template
- Would like feedback on DRAFT Administrative Procedures

2. Minutes from last meeting (emailed)

- Motion to accept by ?

3. Treasurer's report

- See attachment for bank statement. August 31st balance \$1837.47.
- Discussion around what to do for teachers during SLC week as SCC grant money is not to be used towards teacher appreciation. Suggestion made that SCC members could help coordinate a lunch order and deliver the food, but teachers would need to pay for their own meals.
- Track and Field and Rally Day - the float wasn't counted properly and the deposit was combined with the cash from Rally Day pre-orders. This deposit is not in the playground fund like initially thought and this is being looked into by our accounting clerk.
- Money handling guidelines reviewed and sent out by email. Need to have two people count money together and sign off on it. Suggestion made by Ms. Kezema to have teachers count and do the deposit slip as per usual, and place it in a sealed envelope so that it can be re-counted by SCC. Will check with accounting to see if that would agree with their policy or not.
- Brunswick school has their families pay for hot lunches through the school website. Admin assistant can create a drop-down menu and this can expand to include the actual form. The information can then be categorized on a spreadsheet. Important to still have cash option for our school families as not everyone has a credit card available, but encouraging online payment will decrease cash handling and the amount of work involved
- Expense forms will be used for all reimbursements moving forward

4. Principals report

- Open House attendance was approximately 42%. Some classes had 6/25 and some had 17/22.
 - Recess guardians are starting up
 - Intramurals meeting, now including Grade 3-6.
 - Book Fair Oct 23-27 and volunteers are needed
 - SLCs Oct 25th and 26th (4:00-6:00)
 - Halloween Costume Parade Oct 31. All classes will have a Halloween party. Dress up at 1:06-1:15 Parade in the gym or outside if weather is good.
 - Education Week Oct 15-21st
 - Bright Minds Bright Futures
 - Remembrance Day Assembly TBA
 - NESD Presentation - Centre for Trauma Informed Practice -Youth, Professional and Community Engagement on the Impacts of Social Media
 - The Psycho-dynamics of Social Media - Staff Presentation Nov 20 SIP day
 - "We're Not So Different After All" Parent Presentation Nov 22 at MUCC
 - Stay True to Yourself - Student Presentations Grades 4-6 Nov 22 at TBD
 - Enrolment for 2023/2024 is 280 (Pre K not here this year)
 - Feedback from staff on crosswalk area/changes
 - Going better now that there is a clear entrance/exit.
 - Update on bus parking/direction and timing of departure - Transportation did come last spring to meet with Yvonne. Bryan is not comfortable with buses changing direction because it creates a bottleneck at the other end of the bus lane. He did advise for all buses to wait until 3:30 pm to depart. This has improved since last year but has not been consistent according to Lacey. Ms Kezema shared that many students have anxiety about the buses leaving without them and although it has helped to have them line up ahead of time these students would also benefit from having the buses leave a bit later than they have been.
5. **Outreach workers report**
- After-school programs starting in October, collaboration with Brunswick/Burke. Transportation is an issue.
 - What goals does the SCC have this year? Would like to continue working together. ie. literacy night
6. **Playground update**
- Trees planted, large rocks to be added this fall, still plan on doing some more landscaping to make space more cohesive
 - Is it being used? How to encourage that? Yes - used during recess and before school, and by classrooms when the weather is nice.
 - Fundraising plans - COOP gift cards (October), Mom's pantry (October/November), online auction (mid-November), hot lunches, school community supper in January/February *Jenni made a motion to accept fundraising plan until December 31st, seconded by ?.*
 - Could SCC purchase school clothing for the auction? *Not discussed.*
 - Plan to move to using the school website (online portal) to make hot lunches easier to manage *Discussion/input from staff? As above.*
 - Add another garbage can
 - Yvonne shared the Fresh Forward fundraiser idea, which will be passed along to the playground committee.

- Discussion about monkey bars being removed without communication to the playground committee or students, had been pressure from Facilities for two years about their safety. Playground committee would have invested money into groundwork if that could have prevented them being removed. Ms Kezema shared that many students were upset/disappointed especially not knowing when there would be more equipment installed.

7. **NESD/Edsby drive space**

- IT department is working on this now

8. **Events planned:**

A. **Reading with Kevin Miller (author)**

- Sask Writers Guild approval came this morning, so cost will be \$120 + \$465. Need to plan earlier next year.
- Date - October 16
- Schedule. Author prefers option 1, a short session with the entire school and then break-out sessions. K1/2 teachers - okay with a 30-35 minute assembly, may not benefit from the break-out sessions especially with larger class sizes. Will present class numbers to the author and see if he could come up with some options - go by hallway classroom? Yvonne will email numbers to Jenni so she can share with Kevin.
- Lunch?
- Liaison - Jenni has volunteered, Ms Kezema has volunteered to do introductions if given a synopsis.
 - Large class sizes (25 on average) - where to have break-out sessions?
 - Appropriate to purchase a small gift for the author? Lacey makes a motion to purchase a Reynolds T-shirt for Kevin, Seconded by Margaret.
 - Ask library to display his books leading up to event to create excitement

B. **Open House**

- Recruit new members/more representation
- Scavenger hunt?
- Time/date?
- Volunteer signup
- Burke - pancake breakfast with Stacy Lair and Susan Plant cooking later in fall.

C. **ICE Presentation (Prince Albert RCMP)**

- CTIP presentation November 22nd - is this a conflict?
- Collaboration with Burke school, Brunswick and MUCC
- Will have counselors on site, will reach out to Prairie Hope Wellness/Simply Be Counseling
- Grade 5/6s together, high school together, and then a parent night.
- No cost.
- Date? In the New Year.
- Parental consent would be needed.

New Business

9. ***Book Fair (School)***

- Date. October 23-27.
- Promote this to our families as it is a significant fundraiser for the library
- Request parent volunteers to help set up, and run the cash box during the event. Google form.
- Other ideas??

10. ***Brunswick and Burke SCCs collaboration***

- Informal meeting June 2023
- Would like to work together more this year with events

11. ***Updating website.***

- Constitution has been uploaded
- Minutes need to be added
- Jessie will share minutes with Yvonne to be done.

12. ***Annual meeting***

- Needs to occur before October 30th. Tentative date of October 11or October 25th. *Decided to have it on October 25th at 6:30 pm, following SLCS.*
- Voting of positions - any anticipated changes?
- Vacant positions - should have a minimum of 5 parents/guardians or community members on council as voting members, so currently need to grow by one more member.

Margaret will be leaving as Kate is in Grade 6 this year.

13. **Request for AED from Kinsmen (Yvonne)** Not discussed.

14. **Meeting Dates for 2023/2024**

October 25th at 6:30 pm**

November 28th at 7:30 am

December - none

January 30th at 4 pm (alternatively online at 7 pm)

February - none.

March 26th at 4 pm

April 30th at 7 pm

May 28th at 7:30 am.

June - none.

- Staff meetings are 1st and 3rd meetings of the month. The Constitution says to meet 8 times, would like to amend it at our AGM.

15. **Adjournment.** 6:23 - *Jenni makes a motion to adjourn.*

