

Parent Council / Home & School Council Meeting Minutes

October 5, 2026 – Council Meeting

1. Council Roles and General Discussion

Parent Council / Home & School

- Farida discussed role of the Parent Council, including:
 - Fundraising
 - Parent workshops
 - Grant opportunities
 - Supporting school requests and initiatives
- Rebecca discussed Home & School (H/S) Council
- Operates as a not-for-profit organization
 - Family membership is ~\$25 per family
- H/S Council coordinates fundraising and activities such as:
 - Pizza Days
 - Treat Trail
 - Other school/community fundraising activities

Council Elections / Nominations

- Nominations and elections for H/S Council were completed during the previous school year
 - April, Farida, Ashita, Connor were nominated
- Brian Millward now serves as Cartier Principal
- Farida will serve as Parent Council President, Rebecca as H/S President
- Discussion of the role of Council in:
 - Gathering and providing parent feedback
 - Engaging parents in the school community
 - Helping the school operate smoothly
 - Identifying ways parents can support the school's goals

2. Treasurer's Report

The Treasurer provided an update on recent financial activity:

- June Pizza Day: Held at the beginning of the month
- End of year food truck event went well despite rain
- Cheque submitted for decodable books
- Cheque was submitted at the end of July for Majors game

3. Spending Requests / School Support

The Council discussed several potential purchases and school needs

Folding Tables

- Discussion about purchasing additional fold-up tables
- An investment in tables may be worthwhile for future events
- Logistics around storing, renting and/or using Board-owned tables were discussed

Staff Room Renovation

- A potential staff room renovation was discussed.

Art Supplies and Storage

- Discussion about improving art supply storage and building out the art cupboard.
- Some supplies have already been donated.
- Farida may explore additional improvements and supplies for the art cupboard.

4. Principal's Report

Principal Brian Millward introduced himself and shared some background and priorities for the school year.

Background and School Improvement

- Brian shared that he immigrated to Canada 36 years ago and understands the experience and challenges of being a new Canadian, even while arriving with a master's degree
- School improvement will be a significant focus of his work at Cartier
- Brian noted that Cartier is not currently where it needs to be academically, and there is work to do to improve student outcomes

- Math achievement is a particular area requiring improvement
- Reading and writing outcomes are somewhat stronger but still have significant room for improvement
- A literacy improvement resource/person will work across grades to support literacy development
- Improving math and literacy will be a multi-year effort

Early Literacy

- Particular emphasis will be placed on Kindergarten through Grade 3, with the goal of ensuring students develop strong foundational reading skills
- The school also needs to provide additional support and guidance for students who are newly arriving in Canada and entering the school system

Safe and Inclusive School Environment

- The school's Safe and Inclusive Plan for the year is available on the school website
- Students want their voices to be heard and their identities to be recognized and affirmed

Upcoming School Activities

- The soccer team played Friday and tied 1–1.
- Cross Country: Grades 3 and up participating tomorrow.
- Character Trait Assembly: October 9 at 12:45 p.m.
 - Terry Fox will also be highlighted.

5. Meet the Teacher Night

The Council discussed the results of the recent Meet the Teacher Night.

- The event ultimately lost money, although the school now has enough plates to cover the remainder of the year's events.
- Pop was over-purchased, but the excess can be used for future Pizza Days.
 - As a result, future Pizza Days should have higher profit margins.
- Communication around Pizza Day could be clearer, particularly regarding:
 - When the final orders will be accepted
 - Last-minute purchases/orders
- Overall, the event was felt to be more community-driven.

6. Pizza Day

October Pizza Day

- The next Pizza Day is planned for October 30.
- Council discussed whether Pizza Day should take place during the first or second lunch break.
- Proposed approach:
 - Try the first break in October
 - Try the second break in November
 - Compare which approach works best
- Sarah and Brian will discuss the logistics

7. Upcoming Fundraising and Community Events

Treat Trail

- Treat Trail identified as an upcoming H/S Council activity.

Winter Market

- Date: December 11
- Time: 9:00 a.m. – 3:30 p.m.
- Potential activities include DIY Christmas/Ramadan ornaments
- Council discussed ensuring that the activity and promotion are educational and inclusive of both celebrations
- Idea to be presented to Brian
- Wrapping could be optional, with wrapping paper that is not necessarily seasonal, allowing the activity to be more inclusive

Year-End Event

- Year-end activities were also discussed as part of the H/S Council's event planning.

8. Movie Night

- Movie Night being considered for the fall
- The SpongeBob Movie was selected
- Students would be encouraged to bring a blanket or lawn chair
- Students must attend with an adult
- Access to sound equipment will need to be confirmed, with a run-through/test before the event

- An October 23 date was discussed but ultimately not selected
- A date in early November is now being considered
- FYI - Vulnerable Sector Checks (VSCs) are required for volunteers, with the process needing to begin approximately six months before the first day volunteers are expected to participate.

9. Craft Fair

- A Craft fair is being planned for Saturday, May 1, 2027
- A silent auction is being considered as part of the event

Next meeting: November 2, 2026

Action Items Below

Action Items

Action	Responsibility	Timing
Discuss October Pizza Day logistics and lunch-break timing	Sara / Brian	Before Oct. 30
Confirm approach for first vs. second lunch Pizza Day	Sara / Brian	October/November
Present Christmas/Ramadan ornament activity idea to Brian	Parent Council	Before Winter Market
Plan Treat Trail	H/S Council	TBD
Plan Winter Market	H/S Council	Dec. 11
Explore art cupboard improvements and additional supplies	Farida / Council	TBD
Explore purchase of additional folding tables	H/S Council	TBD
Determine Movie Night date in early November	H/S Council	TBD
Confirm sound equipment and arrange a run-through for Movie Night	H/S Council / Parent Council	Before event
Confirm volunteer/VSC requirements for Movie Night	Council / School	Before volunteers participate
Begin planning May 1 Craft Fair and silent auction	H/S Council	Ongoing