2025-01-21
William Burgess School Council Meeting Minutes

MEETING: William Burgess School Council Meeting

PURPOSE: March meeting for 2024-25 School Year

PRESENT: **School Council Executives**

Co-Chair(s): Jaclyn Pritchard and Peter Brugnatti

Secretaries: Seema Jethalal

Treasurer(s): **Shajon Sedor**

Fundraising Chair: Amy Munn

Communications Officer(s): Jennifer Marchment & **Erin Woycik**

Guardian Representatives (i.e. other voting Members): Leah Plumbey, Dalal Al-Waheidi

Staff and Community Members:

Principal: present

Teacher Representative(s): **Ms. Foley, Mr. Naguchi**

Community Members: **Davina James, Eryn Stoddart, Henok Abrha, Sheila Schaffzin, Breanne.**

LOCATION: William Burgess Library and online

RECORDED BY: Seema Jethalal

1. **Welcome Remarks and Land Acknowledgment (Jaclyn Pritchard)**

2. **Approval of Past Meeting Minutes (Jenn Marchment) & Agenda (Amy Munn)**

3. **Update from Principal and Teachers**

- Staffing planning is underway for next school year. TDSB bases numbers on recent school years (~350 students). Allocations will be shared after March Break for input.
- Literacy night was a success! Math literacy night had higher attendance than last year, Scholastic sales generated approximately $3500 and the bake sale also generated revenue.

DRAFT

- Nuit Burgess is scheduled for May 8, 2025.
- The school council room clean-up is taking place on March 17, 2025 after the morning bell rings. Volunteers are welcomed.
- The latest William Burgess logo with the updated font was shared.
- ACTION: Anyone willing and able to volunteer to help clean up the school council room should stay behind on March 17 after drop-off to support this effort.

4. Committee Updates:

Financial Update (Shajon Sedor)

- School council started off with ~$12k in funds at beginning of the school year.
- Teachers Requests for the 2024-2025 calendar year = $23,077.82.
- Total paid out to date = $7,660.35
- Total left to pay = $15,417.47 (note: the next installment to pay out is approximately $3800). Note: funds raised this year may be closer to $16-18k (versus ~$23k).
- We currently have approximately $6700 in the bank. A discussion took place about options for managing teacher requests given approximately half the School Council budget comes from Carnival funds raised, which takes place towards the end of the school year. Lise reminded the council that purchases made in June are still valuable for the following school year, and recommended an equitable strategy to distribute funds between classes.
- A suggestion was made for next school year: teachers can indicate whether expenses are *required* for the school year (e.g. a school trip) or not (e.g. supplies to be used for years to come) to assist in prioritizing spending.
- ACTION: Shajon to remind teachers about the breakdown of funding per class for the next payout.

Fundraising (Amy Munn)

- From January to February 2025, parent council has raised ~$2700! This includes:
    - $81 from grab bags
    - $276 from popcorn sales
    - ~$1500 from teacher experiences
    - ~$600 from literacy night
    - $250 donation from the candy bar
    - Note: leftover candy will be sold for approximately $100 by Amy Munn
- Two additional fundraising events will be organized this March:
    - A hot chocolate sale on Friday March 21, 2025
    - Movie night on March 27, 2025
    - Other ideas shared for potential fundraisers include:
        - A spring dance

    - A weekly fitness program for parents (4-week block on weekday evenings)
    - A community night whisky tasting
- The free family skate night was postponed due to weather. Given unpredictable weather conditions it may be rescheduled indoors at Leaside Memorial Gardens.
- ACTION: Lise to share information about the Ukelele program with Amy Munn in case any expenses can be covered by a grant.

Carnival (Peter Brugnatti)

- The first Carnival committee meeting took place on Thursday Feb 27, 2025.
- Pawsitively Pets has been booked.
- The bouncy castles have been booked.
- Approximately $2700 in sponsorship/ donations are coming in from:
    - NRDS LLP
    - East York Soccer
    - Lynn Robinson
    - Chris Cook
    - Ice Cream Truck

- Other ideas discussed include an online auction, a marketplace with up to 8 vendors (note: 3 are confirmed), incorporation of a karaoke machine, and a used book sale.
- A suggestion was made to give potential donors/ sponsors the option to donate gifts.
- A discussion about inclusive, affordable and safe food options took place.
- ACTION: Peter and Jaclyn will coordinate an online auction and Amy will set up the website.
- ACTION: Sponsor/ donor requests moving forward should include an option for donating gifts in-kind (i.e. for an auction/ raffle).
- ACTION: Lise to get the *entire* school permitted this year in case of bad weather.
- ACTION: Amy Munn to share a list of sponsors that have been approached for the last auction.
- ACTION: Jaclyn to circulate a spreadsheet including neighbourhoods, old and potential new sponsors to coordinate efforts between School Council and Carnival Committee members.
- ACTION: Jaclyn to include information in the volunteer sign-up about any perks for volunteers.

DE&I

- A discussion took place about updating the calendar with days of significance that are provided after the surveys to parents are complete.
- ACTION: Janet Campbell to update the days of significance calendar.

Safe & Caring
NA

5. Other Business

- Metrolinx construction near Cosburn avenue will begin March 17 and may impact commutes to and from school.
- ACTION: Lise to request specific details by Metrolinx from our superintendent to share with parents.
- The next school council meeting is scheduled for April 15, 2025.

6. Thank you and Adjournment (Shajon and Jenn)

DRAFT