

Brigadoon School Council Meeting Minutes

Wednesday, February 12, 2026

Attendance:

Andrew H, Aidan O, Diyana S, Randa F., Erin N., Taru M.

Teacher Reps: Lindsay Marshall

Principal: Christine Burrowes

1. Welcome and Approval of Minutes

Approval of previous minutes: Minutes moved for approval by Diyana S. and Randa F.

2. Fundraising Proposals

Scholastic Book Fair

- Ms. Burrowes presented information on hosting a Scholastic Book Fair. A typical fair runs for 5 business days, including setup, delivery, student preview days, and shopping days. Scholastic provides all resources and tools for advertising and promotion, plus an online login to view available inventory.
- Net sales benefit the school: if the school sells less than \$2,000 in books, the school receives 15% back in credit to purchase books. The percentage increases with sales volume, up to 50% back for sales of \$6,000 or more. Scholastic points earned can also be used for fidgets, wiggle stools, and other classroom supports – not just books.
- There is no cost to the school to run the fair – only space and volunteer time are required.
- Erin N. (via WRAPSC) noted that book fairs require significant volunteer effort and recommended scheduling it separately from the Spring Social/Arts Night.
- **Status:** Council agreed to run the Book Fair during the week of the April Movie Night (week of April 23rd), so parents are already in the building for the evening event. Details to be finalized.

Spring Social / Arts Night / PRO Grant

- Discussion continued on combining the Spring Social with an Arts Night. The PRO Grant reporting deadline has been extended (originally June 1st). WRAPSC confirmed flexibility, with an expected deadline around end of June. Council will confirm with the board.
- Ms. Burrowes proposed aligning the Arts Night theme with the PRO Grant's "Welcoming Communities" focus. Each classroom could interpret "my community" through their art. Community partners (KidsAbility, KPL, Early ON, the daycare, multi-language services) would set up information tables in the library.
- A large map display is planned for families to participate in, and community organizations (YMCA, rec centres, Region of Waterloo services) will be invited to set up.

- Council will also recruit a face painter and balloon artist. A Grade 5 student has volunteered to do balloon animals. High school student volunteers will also be recruited for volunteer hours.
- Proposed dates: May 21st (primary date) with June 4th as a rain date. Alternatively, June 3rd and 4th. Ms. Burrowes will survey teachers for their preferred date, considering report card timelines. Food trucks need to be booked soon for both dates.
- **Status:** Date to be confirmed after teacher feedback. A survey will go out this week.

3. Treasurer's Report

- **Balance:** \$9,283.65
- **ESNS:** September to November totalled \$1,820. Quarterly report now received.
- **Movie Night:** Final numbers pending (through School-Day). Estimated gross revenue of approximately \$500, plus \$200 in cash from walk-in attendees. Expenses included pizza (\$131.85) and a Costco reimbursement to Candace (~\$30.53). Final profit to be confirmed at the next meeting.
- **Other expenses:** Band/concert materials: \$312.08. Popcorn: \$553.25.
- **Field trips:** Bus trip funds still largely unspent. Not many classes have used their allotment yet.

4. Fundraising Updates

Movie Night Recap

- The February Movie Night had lower attendance than previous events. Council will be working through activities to increase future attendance.
- **Status:** Lessons learned: increase advertising (school announcements, flyers, posters in the school), send a poll to families/students to vote on the movie using Criterion on Demand (licensed titles available through the school board network), and involve students in voting via a Google Slide presentation to build excitement.

Next Movie Night

- Next Movie Night set for Thursday, April 23rd (the night before the April 24th PD Day).
- The Movie Night sub-committee will select a few movies from Criterion on Demand and send out a student poll. Ms. Burrowes suggested putting it on a Google Slide so teachers can show it in class and kids can vote.
- **Status:** Date confirmed: April 23rd. Book Fair to run the same week.

Popcorn Days

- The first Popcorn Day had lower sales than expected because the School-Day listing was attached to another item and was missed by many parents.
- Council agreed to schedule Popcorn Days on the last Thursday of every month: February 26th, March 26th, and April 30th.

- The order will be posted on School-Day and also advertised through school announcements and a digital slide. Orders close on the Wednesday before to allow time to order.
- **Status:** Next Popcorn Day: February 26th.

5. Fundraising Initiatives

- **Scholastic Book Fair:** To be held in conjunction with the April Movie Night (week of April 23rd). See Fundraising Proposals above for details.
- **High School Volunteers:** Ms. Burrowes will contact the local high school guidance department to recruit student volunteers for the Spring Social. The new Ontario volunteer hours recognition program (Bronze/Silver/Gold certificates for 50–200+ hours) provides an incentive. High school students helped successfully at last year's event.

6. WRAPSC Update

Erin N. provided a detailed update from the WRAPSC meeting:

- **High School Volunteer Hours:** The Minister's Certificate of Recognition for Community Involvement still requires a 40-hour minimum. A new tiered recognition system awards Bronze (50–99 hours), Silver (100–199 hours), and Gold (200+ hours) certificates. Information is available on the board website.
- **Board Supervisory Takeover:** There was significant discussion about boards under ministry supervisory takeover. Concerns were raised that the ministry's financial oversight of the Waterloo Region board could escalate. A parent walkout day was discussed but has not been confirmed.
- **PRO Grant:** The final receipts and reports deadline is being moved later (expected end of June). Final reports will now also be sent to the email that submitted the grant application, not just the principal, to ensure school councils have direct access.
- **PIC (Parent Involvement Committee):** PIC grants are available for outdoor equipment. PIC is forming an Environmental Sustainability and Climate Change subcommittee advocating on tree planting policy. A parent info night for PIC is expected in April. Magnets with a QR code linking to PIC information were sent home with students.
- **WRDSB Lunch & Learns:** The WRDSB Psychology department hosts lunch-and-learn sessions (often Wednesdays). Recordings are posted to YouTube. One recommended session covers the differences between bullying, arguing, and disagreement.
- **SEIS Survey:** The Safe, Equitable, and Inclusive Schools survey report has been released and is linked on the board website.
- **Agendas & Minutes:** WRAPSC reminded councils that meeting agendas and minutes should be shared with the entire school community (not just attendees), and that agendas should be created by council, not the principal. Ms. Burrowes confirmed this is already the practice at Brigadoon. Council will also begin sending agendas via School-Day ahead of meetings.

- **General Reminder:** Fundraising should not be the primary focus of school council. Council should serve as a window into the school for families.

7. Teacher Update

- Kindergarten Information Night is coming up. Council members are invited to attend to recruit new members and be a friendly face for incoming families. Community partners will have tables in the library (KidsAbility, KPL, Early ON, the daycare, multi-language services).
- Last year, maps of the school and surrounding parks were handed out. Council could do something similar and have a presence to welcome new families.

8. Principal Update

- **Carnival:** School carnival is tomorrow (February 13th). All students participate in activities celebrating French culture. Bonhomme will make an appearance. Free hot chocolate for everyone afterward. Thank you to parent volunteers helping with hot chocolate.
- **Black Brilliance Month:** A guest speaker visited at the beginning of February for assemblies. Classes are creating displays about Black Brilliance and will visit each other's classrooms for cross-class learning at the end of February.
- **Kindness Month / Pink Shirt Day:** Student Leadership is running anti-bullying activities, posters, and announcements in classrooms. "Kindness Confetti" sheets allow students to recognize kind acts by peers. Recognized confetti will be pulled and displayed. Students are leading all the work (cutting, gluing, colouring) and are very engaged.
- **SCIS Committee:** The Safe, Caring, and Inclusive Schools (SCIS) committee has been formally established with selected students, 2 teachers, the principal, and 2 parents. An anonymous survey (separate versions for primary and junior students, plus a parent version) will be developed to identify areas of focus for making the school more safe, caring, and inclusive. This aligns well with the "My Community" theme for the Spring Social/Arts Night.
- **Raptor Conservancy:** The Birds of Prey presentation (funded by Council) is scheduled for March 5th. Thank you to Parent Council for sponsoring this event.
- **Other:** Basketball skills club is ongoing. Grade 5/6 students are going on a field trip in a couple of weeks.

Miscellaneous

- Council will begin sending agendas out via School-Day in advance of meetings to increase community awareness.
- ESNS Volunteers are always appreciated.
- Your fundraising ideas and other suggestions are welcome. Please email bgd-schoolcouncil@wrdsb.ca

NEXT MEETING: Wednesday, March 11th at 6:00 p.m.