

Percy Centennial School Council- Meeting Minutes
Tuesday, November 14th, 2023

Chair: Jessica Chapman

Attendance: Peter Cain, Tiffany Klein, Johanna Allen, Shawna Buttar, Catherine Huestis, Katie Laver, Claudia Brenton, Shannon Lackey, and Stephanie Franklin-Allen, Brooke Allen, Lindsay Glover

1. Meeting called to order at 6:33pm

- Land acknowledgement

2. Minutes of last meeting from Tuesday, Oct. 10th, 2023

- Approved by:
1st- Tiffany Klein
2nd- Stephanie Franklin-Allen

3. Principal's Report

- **Staff Update:** Percy has a new permanent secretary, Karen Karsikas. Karen began just over a week ago.
- **Halloween Dance:** Percy students participated in a Halloween Dance on the Friday before Halloween.
- **Remembrance Day:** Percy had an Indigenous Veterans Day ceremony and a Remembrance Day ceremony. For the Remembrance Day ceremony, the primary students had an age appropriate ceremony in the gym, while the junior and intermediate students went to the cenotaph downtown.
- **Extra Curricular Activities:** Cross country was a success and is now over. Volleyball tryouts have begun.
- **School Safety:** All school safety drills (fire and lock down drills) have been completed, and will be practiced again in the spring.
- **School Communication:** School Talk on Edsby is being used by all educators on a daily basis as this is Percy's main communication platform between parents and the school.
- **Student Progress Communication:** Progress reports will go home this Friday (Friday, Nov. 17th). Educators have already been touching base with parents if students are progressing with difficulty. All students will receive a paper copy of their progress report, and families can access the report on Edsby using a computer or cell phone.
- **Upcoming Events:** A Pancake Breakfast will be held during the first block on Friday, December 15th. Breakfast club will be closed on this day for preparation for the breakfast. Shawna will touch base with the Student Leadership Committee to ask if a pj day (spirit day) can accompany this special event.

4. Teacher's Report- Shawna Buttar

- **Remembrance Day:** The junior and intermediate students took the Remembrance Day ceremony very seriously at the cenotaph. Since the ceremony was not able to be held on the 11th (as the 11th was on a Saturday) the students were able to not only take part in the ceremony, they were also able to ask questions about the traditions that take place during a Remembrance Day ceremony. For example, students asked questions regarding the significance of having a minute of silence and why specific songs are played at this ceremony. As a result of this educational opportunity, students gained knowledge and demonstrated respect throughout the ceremony.
- **Upcoming Events:**
 - Kindergarten Winter Concert:** The kindergarten classes will hold their own winter concert due to their large class sizes. It will be held on Dec. 19th from 6-7.
 - Primary Winter Concert:** There will be a winter concert for the primary grades, and possibly a few more classes. The details are still being organized by educators, including the date. It will be held from 6:30- 7:30. Peter will let School Council know if refreshments are to be served at this event.
 - Food Drive:** The Leadership Committee, along with the fire department, is beginning to organize a food drive at the school for the Trent Hills Food Pantry. The drive will begin once the team has completed the posters and advertisements and their educator has had the opportunity to check them. Recently, their educator has been sick so the team is a little behind on this project.

5. Treasurer's Report

- **Opening balance:** \$29 768.08
- **Current balance:** \$33 895.43

Note: The current balance will continue to change as money for fundraisers and bills are frequently coming into and out of the account.

6. Discussion Items:

- **Monetary Donation:** Jessica Chapman was approached regarding a monetary donation to Percy. This money is to go towards making improvements to the school yard. Once Jessica receives the donation, she will let School Council know the details of the donation (i.e., the amount and the donor). This money could go towards the shade shelter.
- **Action Item Tracker Review:**
 - Parents Reaching Out Grant:** The due date for submission is Dec. 22, 2023. The primary purpose of this grant is to be able to provide parents with an information session

so that they have an opportunity to gain knowledge and an understanding on a specific topic (e.g., student exposure of online materials, mental health, etc.). Shawna Buttar will acquire information regarding what sessions have been previously organized at nearby schools and who presented at the information sessions.

Possible Future Fundraisers: Jessica Chapman looked further into the possible fundraisers that were suggested last meeting. After further exploration, it was determined that a walk/ run fundraiser would not have a significant monetary return based on the amount of effort that is required to run the fundraiser. The movie night at the Campbellford Theatre may also only have a small monetary return. There are 140 seats available and the cost of the theater is \$280.00. The members of School Council will revisit this idea at another meeting to make their final decision if they will pursue this fundraising opportunity.

Grants: It would be beneficial for School Council to pursue grants for various projects such as an outdoor learning area, including the shade shelter.

Front Planters: The planters at the front of the school will be taken down as the wood is decaying.

- **Upcoming Fundraisers:**

Big Box Card Box: Stephanie looked further into the Big Box Card Box fundraiser and determined that there are two types of card boxes, the birthday box and the multiple occasion box. Each box would be sold for \$35.00, which would allow Percy to make a profit of \$11.00 per box. To promote this fundraiser, a sample card will be sent to each family. The fundraiser will take place from Jan. 29th- Feb. 9th. Communication will be sent out to families through our primary communication platforms and Catherine will arrange for the communication to go out to the community.

Sharpe's Tapes: Claudia and Jessica have worked on a message to go out to Percy families regarding the collection of Sharpe's receipts. Students will bring Sharpe's receipts into the school and put them in a drop off area within their classroom. Shawa and/or Peter will communicate this information with educators.

7. New Business

- **Shade Shelter:**

- Shawna and Peter informed School Council members that they discussed the shade shelter with all the educators as council previously requested. During the discussion, educators expressed significant concern with the high price of the shelter. Although educators want the shade shelter, they are concerned with the price since it is common knowledge that the playground structures were recently deemed to be in the 'yellow zone'. With the unknown regarding the duration of the current playground structures, educators are being cautious as they highly value the importance of the playground structures.
- After hearing the educators' concerns, School Council members agreed that they need to develop an outdoor revitalization phase plan. The outdoor revitalization phase plan would include two phases involving a shade shelter and an outdoor natural playground.

- Various School Council members requested a list of materials to understand the cost of the shade shelter and to possibly seek out donations of materials to reduce the cost of the shelter.
- School Council members agreed that it would be worthwhile to research grants for the outdoor natural playground.
- School Council agreed that there is a need to develop two subcommittees for the shade shelter and the natural playground. They also want to encourage members of the greater school community to join a committee as it is important to have members with significant knowledge of the construction industry on them.
- Tiffany expressed the need to communicate the information regarding the shade shelter with the Service Club and Warkworth Community Foundation communication as they want to know the importance of the shade shelter and the cost prior to making a monetary donation. She also informed School Council that this information needs to be presented as soon as possible.

8. Meeting adjourned at 8:04pm.

9. Next Meeting: Tuesday, December 12th, 2023