



Nottawa Elementary School

School Parent Council

2023-24 - Meeting #1 - Minutes

Date: Monday, September 18th, 2023

Nottawa Elementary School – Library

Present: Melissa Mortimer, Barbara Op't Hoog, Jennifer Kennedy, Beth Smith, Jen Waldock, Barbara Op't Hoog, Alli Reid, Catherine Hinderson-Cox, Jim Georgas, Katrina Walsh, Katheryn Garvin, Mark Bonta, Karen O'Reilly, Kaitlyn Buske, Darcia Fraser, Jessica Mateu,

Regrets: Kristen, Jess Bonta

	Agenda Topic	Discussion, Findings, Conclusion	Action Needed	Timeline
	Call to order	Melissa Mortimer called the meeting to order at 6:35pm		-
1.0	Welcome and Introductions	1.1 Each parent/teacher introduced themselves.		-
2.0	Responsibilities of Elected Council Members	2.1 If you have questions or concerns to bring to council, please email Melissa or a council chair in advance to get your questions answered AT the meeting. 2.2 Melissa read out the responsibilities of a school council member. 2.3 Voting Members: Kristen, Jess, Kaitlyn, Ali, Mark, Katrina, Jim, Jen, Beth, Lindsay, Catheryn, Jennifer (12 voting members)		



Nottawa Elementary School

3.0	Elections	<p>3.1 Melissa ran through to the different roles and parents raised their hand for the role they were happy to take on.</p> <p>Chair – Jim and Mark Secretary – Jen (Beth backup) Treasurer – Jennifer Fundraising Coordinator – Beth and Catherine Pro Grant Coordinator – Jen Nutrition and Wellness Coordinator – Katrina PIC Coordinator – We will be sent the notice of when there is a PIC night and then we can choose to go to the night or not.</p>		
4.0	Meeting Dates	<p>4.1 Oct 16, Nov 20, Jan 22 (virtual meeting), Feb 12 (virtual meeting), April 15, May 27th, Jun 17th</p> <p>4.2 Meetings will be held at 6:30pm each day.</p> <p>4.3 No meetings in December or March.</p>		
5.0	Fundraising	<p>5.1 Nov 21 (One Child-Human Trafficking and Social Media presentation night PRO Grant)</p> <p>5.2 May 2 Education Week Event (last year we did the Art night) – start thinking about what we would like to do on that night.</p> <p>5.3 Now is the time to put forth a permit to be able to have a sport at Nottawa in the gym the evening.</p> <p>5.4 Apple Fundraiser is next week from 4 – 6. All proceeds come back to the school for recess equipment.</p> <p>5.5 Catherine brought up the fundraising idea of: Fresh from the farm school fundraising – you buy a bundle (vegetable bundle - \$22) and you can buy one for a family in need and partner with a food bank and they distribute. Orders need to be in by midnight Oct 12. Orders come in Nov or Dec 6th or 7th.</p>	<p>-Jen will work with Melissa to develop the PRO Grant for Nov 21</p> <p>-Catherine will look for the partner for people who want to just donate the food to people in need</p>	



Nottawa Elementary School

		<p>The butterfly project, the Soup Truck. The fundraising money goes 40% towards Nottawa and another part goes to Ontario Farmers? This is preapproved and on the vendor list.</p> <p>Jim asked if we should go forward with this fundraising idea</p> <p>Vote: All present members agreed.</p> <p>5.6 Catherine asked what we might want to fundraise for. The teachers would love to have the classroom allotment of \$150 each. Also Nottawa needs a few more chrome books and to fix the slide.</p> <p>5.7 Kaitlyn brought up Maples Labels, Nottawa is not on the list.</p> <p>5.8 Karen brought up getting a new playground. Melissa explained that we cannot have a new structure put in. We can only add on natural type things.</p>		
6.0	Closing Comments & Adjournment	<p>Melissa thanked everyone for coming. Reminded everyone to email her if they have questions.</p> <p>Melissa called the meeting to Adjournment.</p> <p>Meeting Adjournment: 7:42pm</p> <p>Next Meeting: Oct 16th, 2023</p>	Information	-