

West Bedford School
Home and School Committee

First Meeting for School Year 2023/2024

February 20th, 2024 | 630-8 pm

Attendees:

Vice Principals: Courtney Smith, *Jacinta Heckman*

Teachers: Mona Munro, Margo Macloed, *Shauna White*

HS Chairs: Harriette Schumacher, Phelicia Labrador

HS Vice-Chairs: Tracey Power, Shauna Dolan

HS Secretary: Anette Goodwin

HS Treasurer: Janis Mader

1. Opening of the Meeting

Harriette Schumacher met with Susan Casey to discuss the Grade 8 year-end ceremony and celebration, and it was suggested that a Home & School Committee be initiated.

Tonight's agenda was suggested and approved by Susan Casey.

2. Establish Executive: Roles and Responsibilities

Personal introduction of all the executive members and what Grade their children attend.

3. Purpose and Goals Reiteration

The school staff has established goals for the student body:

Literacy: We will improve achievement in literacy for each of our students, with a specific focus on our students of African and/or Mi'kmaw/Indigenous ancestry.

Math: We will improve achievement in mathematics for each of our students, with a specific focus on our students of African and/or Mi'kmaw/Indigenous ancestry.

Student Wellbeing: We will improve our students' well-being at our school, specifically focusing on our students of African and/or Mi'kmaw/Indigenous ancestry.

Home & School Committee's purpose:

The Home & School Committee works with the school admin team and staff to identify fundraising projects, plan school events, and assist in volunteer opportunities. The

primary purpose of this committee is to support the school in creating a positive, inclusive, and welcoming school community for all families. This work falls under the school's Well-Being goal in the school's Student Success Plan.

Fun and school spirit

Fundraising- end-of-year events, closing celebrations for Grades 6 and 8

Everyone agreed on the agenda and purpose.

4. Planning School Events

1. Discussion of dance for Grade 8 and its challenges:

- Insurance for the event - Susan had previously communicated that insurance was a barrier to hosting an end-of-year dance. Requested further clarification on this so we can plan accordingly.
- The gym belongs to Halifax Regional Municipality. It had been communicated that the gym needed to be booked via HRM and was already booked for the year. We will follow up with HRM to determine availability and booking availability for this year's and next year's events.
- Hosting a dance only for Grade 8 and not for the other grades could be seen as unfair and not inclusive. However, we understand that given this committee was just established, we will work to have more events planned for next year. Our focus for this year is to plan an end-of-year event for Grades 6 and 8 and the rest of the school. If a dance is to be held inclusively, that would mean Grades 6-8.
- High School will have an end-of-year dance: Discussion of possibly inviting Grade 8 to attend with Grades 9 + 10.
- Can the cafeteria be used for a dance?
- Need confirmation on the occupation load for the cafeteria.

2. Award Ceremonies:[HS1]

- Susan Casey would like some form of celebration post-award ceremony, preferably during school hours: cake, photography - dates have been confirmed for May 26th and 27th.
- If a Grade 8-only end-of-year dance should be planned, Ms. Casey communicated that this had to be planned and separate from the school. We agreed we need further clarification on this.

3. Other events:

- Year-end celebration and/ or ice cream social for the entire P-8 school to participate in.

5. Meeting Schedule and Logistics

1. Meetings will be held every first Tuesday of the month at 6:30 pm for 90 minutes unless there is a scheduling conflict.

Proposed dates:

- Tuesday, March 5th, 2024, 630-8 pm
- Tuesday, April 2nd, 2024, 630-8 pm
- Tuesday May 7th, 2023

2. Phelicia Labrador can obtain a lottery license for anything related to raffles and Bingo.

3. A Bank Account has been established as per Janis Mader.

4. Currently, the committee has \$88.00 and is starting out with no funds for events, as stated by Janis Mader.

5. Discussion of Grade 6's and 8s assisting with fundraising to help with their year-end celebrations and what percentage of funds will be provided by the Home & School Committee- 25% was suggested.

FUNDRAISING PROJECTS:

Immediate:

- **Seed Money letter:** *Donate money vs. Volunteering.* This is an opportunity for parents to donate money immediately. Option of payment: digital QR code (has fee), cash or cheque. The letter is to be emailed and shared on social media. We discussed printing but want to avoid printing costs. printed and sent out with students to the parents on colourful paper to catch parents' attention.
- **Raffle VIP seating at Peter Pan Musical (May 29th and 30th):** Grade 6 can be ushers.
- **Raffle Gift card basket at the musical-** check the amount allowed through the lottery license.
- **April Fools Pie in the Face-** *easy to do if teachers want to participate.*
- **Refundables:** Bluewater Rd. Enviro Depot can set up an account for the school, and parents can drop off bottles at their convenience. Phelicia Labrador has set up accounts before and will inquire.

- **Spring Candy Grams** table can be set up, and Grades 6 and 8 students can sell them. It is easy to do either for students to buy them for their friends or parents to buy them for their kids.
- **Spring Fling Teacher Dunk Tank: The** Dunk Tank can be rented fairly cheaply and is always a hit with students. It can be combined with Spring Fling or ice cream social.

Other ideas for projects:

- Readathon, Activity-thon
- Weekly Popcorn Sale- students buy-in at the beginning of the year to receive weekly popcorn. It is low cost and a money maker but can be time-consuming and need of volunteers.
- Reaching out to local businesses for donations.
- Partner with restaurants for takeout coupons, with part of the sale amount going to the school.
- Shout out board- Students pay \$5.00 to have a message on the school TV announcements. It can be done through Google Slides and is quickly approved by the administration. It could be done during Spirit Weeks.
- Thrifting/Vintage Sale.
- Parent-led culture lunches for the students.
- Christmas/Holiday market.
- Canteen for sports events.

8.(7.) Open Forum

- At this point, the committee's main focus will be fundraising events.
- The committee will focus on Grade 6 and Grade 8 year-end celebrations and provide something for all grades. The school event may need to be staggered for the large student population.
- A parent mentioned that given the timeframe, it might be worth focusing only on Grade 8 at the end of the year.
- Field trips- A question was raised about the process regarding field trips. There were some parents whose children had field trips and others who had none. Field trips are teacher-driven and are based on individual teachers to plan and organize. It is time-consuming for the teacher, and the bussing is an added cost. There are fees involved, but teachers can apply for grants from SAC. Some parents were concerned with the lack of inclusiveness around this, as some children benefit from this learning experience while others do not.

- It may be worthwhile to investigate a grant of \$ 10,000 given out by Pam Lovelace, MLA, for a freezer or other needed fundraising appliance for the Home & School Committee.
- Is there space at the school to store items for the Home & School Committee?
- The kitchen in the cafeteria is not open for the committee to use. Admin does not have access to the cafeteria

ACTION ITEMS:

- Confirm dates for next meeting – Harriette
- Finalize Meeting Minutes – Harriette
- Establish Lottery License – Phelicia
- Open Bank Account – Janis
- Set up School Cash Account – Tracey
- Set up Bottle Drive – Phelicia
- Seed Fundraiser Communcation- Tracey
- Confirm End of Year Events with Dates - HSC
- Establish Sub Committees - HSC
- Establish Fundraising Goals - HSC

9.(8.) Closing

The next meeting will be held on March 5th, 2024, at 6:30 pm in the cafeteria, and at that time, subcommittees will be formed to help with the different fundraising activities.

Harriette Schumacher will email all attendees about more fundraising details in the next few days to all of tonight's attendees.