

Brookwood School Association

Meeting Minutes

May 21, 2024

In attendance: Karen Stride-Goudie, Rosanne McIntyre, Nicole Patras, Lisa Huffman, Tyneal Johnson, Melody Bertrand, Megan Sider, Brad McPherson, Angela Kerr and Nadine Horner

Meeting called to order at 7:50pm

1. **Welcome & Introductions:** already took care of these in the council meeting
2. **Approval of Agenda:** Lisa motions to approve the agenda as distributed. Melody seconds the motion.
3. **Approval of Previous Meeting Minutes (April 16, 2024):** N/A - no minutes from previous meeting
4. **Treasurer Report (Lisa Huffman):**
 - Total cash deposits of ~\$82,000
5. **Calahoo Meats Update:**
 - Collected ~\$25,000 with total profit of \$4,628
 - Association to repeat next year as the timing worked perfectly in advance of BBQ season
6. **Hot Lunch program overhaul:**
 - Discussion of various options to honour requests from many parents for more variety. Options include Bite to Eat, which is used by Woodhaven and is easier administratively, Sawmill...
 - Subway was not as profitable as other options this year.
 - Would be ideal if the hot lunch program could be set up earlier in the school year to allow for hot lunches in Sept & October.
 - Further discussion about potential for Grade 4 students to participate in the coordination/delivery as part of the leadership program
 - The school expects to keep the 2 separate lunches/recesses, so if we move to 1 delivery only, then we should try thermal bags to keep temperature. Can purchase for ~\$400.
7. **Grade 4 Farewell (last day of school):**
 - Bottles are ordered and should be at the school the week of June 2. Total cost was \$427 including shipping for 200 water bottles with "Brookwood" on it; extra bottles can be used in future years.
 - Wendy's order to be confirmed by Lisa for burgers and frosties. Nadine and Lisa will deliver to the school for 10:30 and help with distribution. Juice and chips/snack will be picked up from Costco.
 - After lunch the Grade 4's go swimming. There's also a talent show and victory lap around school.
8. **Club Moo:**
 - Volunteer incentive - Susan would like to provide gift card to students
 - **Tyneal motions to fund \$50 to pay for gift card(s) for the Club Moo volunteer helpers. Lisa & Brad second the motion. All in favour, carried**
 - Similar request to be added for hot lunch volunteers for 2024/25 school year
9. **Field Day Freezies:**
 - Teachers have asked school council to provide freezies for both Grades 1-4 and Kindergarten Field Days
 - Lisa has found some smaller size skittle freezies
 - **Lisa motions to fund up to \$200 for freezies for field day. Tyneal seconds. All in favour, carried.**

10. Alberta School Councils' Association Conference

- **Tyneal motions to reimburse Megan Sider for costs incurred at the ASCA meeting. Lisa seconds the motion. All in favour, carried.**

11. Fundraising:

- Fundraising raised ~\$42K this year vs ~\$21K last year
- Consideration about the value of providing cookie/treats for the introduction evening event, but recognition of the importance for the overall Brookwood/Woodhaven community.
- Nov 28/29 2024 is next fundraiser at Century Casino
 - Carolyn has offered to be casino manager for Brookwood again, which would provide additional volunteers to fill vacant spots.
 - Melody will prepare an announcement for the Brookwood Banner to start communication for casino volunteers. There could also be an email blast to the parents who consented to communication via email.
 - **Tyneal motions to fund \$2,130 for Carolyn to function as casino manager. Nadine seconds the motion. All in favour, carried.**
- Book fair is anticipated to be Oct 20-24
- Request for meetings to be set up early in school year to get plans for hot lunch and operating budget for 2024/25 school year approved. Scheduled for:
 - September 17
 - October 15

12. Confirmation of Next Meeting Date:

- Tuesday, Sept 17, 2024 @ 7:30pm Brookwood School

12. Meeting Adjourn:

- Motion to adjourn. 8:58 pm