



# MINUTES

## Byron Southwood P.S. Home & School / School Council

1379 Lola St, London ON N6K 3R6 (519) 452-8100

09/15/2025 | 6:31p.m.-8:21 p.m. | School Library

Meeting called to order by Tonia at 6:31p.m.

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### Officers

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**President/ Chair:** Tonia Siemon/Mandy Long

**Vice President:** Nina Rudd

**Treasurer:** Valerie Laufman

**Secretary:** Elisha Bergeron

**Fundraising Chair:** Candice Avola-Lyons

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### In Attendance

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Present: Mandy Long, Tonia Siemon, Nina Rudd, Valerie Laufman, Elisha Bergeron, Candice Avola-Lyons, Charlotte Kaye McQueen, Matt Ebel, Amber Wallace, Amy Thompson, Sapanpreet Kular, Scott Mandich, Dayna Aalbers, Ashley Rockwood Armstrong, Tasha Whyte, Megan Powell, Michelle MacDonald, Kelly Kolech, Lisa Fleet, Natasha Barby, Alyssa Ostryhon, Meredith Lockwood, Tammy Adams, Darbi Greensides, Jenn Whitty, Kyle Pollard

Regrets:

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### Approval of Agenda/Minutes

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- **GEN-SEPT2025-01 THAT WE APPROVE SEPTEMBER AGENDA**  
**M: Charlotte McQueen S: Amber Wallace** **Carried**
- **GEN-SEPT2025-02 THAT WE APPROVE JUNE MINUTES**  
**M: Megan Powell S: Meredith Lockwood** **Carried**

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### Principal Report-Lisa Fleet

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- A little bit about Mrs. Fleet is she began her teacher career in 1998. She has a variety of teaching experience including overseas, and various school boards. This is her 18<sup>th</sup> year as principal/vice principal in TVDSB.
- **School organisation update** – We have 5 kindergarten classes, 8 primary classes (grades 1-3), 11 Junior/ Intermediate classes (grades 3/4 to grade 8). Likely all moves are complete.
- **School Improvement and Equity Planning update** – Goals for the school will be to continue to focus on literacy and mathematics. Building resilient learners will also be included in the plan.

- **Extra Curriculars update** – Lots of sports and clubs started. (Cross Country, Soccer, Band, Glee Club, Kindness Club – kids Kare (grade 7 and 8 students approx. 30, lunchroom helpers and basketball to begin soon) Volleyball will be in the new year.
- **Fundraising Activities** – Terry Fox Run will take place on October 3. Toonies for Terry is where money is gathered each Tuesday. There was also a link sent home should the parents wish to donate online.
- **Facilities update** - Windows are the big update happening right now. The school building was built in stages and there are more headaches than expected. Certain areas needed steel beams. Completion of windows was supposed to be completed by sept 1<sup>st</sup> but delayed due to extra work required. To continue with the window project, they are doing 1 class at a time and it's the least disruptive. The class will spend the duration in the maker space till they can go back to their classroom. On average a classroom takes 5 days. Masonry work under windowsills will be done in spring. 4-6 weeks for special orders for custom glass.
- **Upcoming events** –
  - September 19, 2025 – Child Cancer Awareness Walk. Be sure to wear your PJs/ comfy clothing to show your support!
  - September 25, 2025 – School Photo Day
  - October 3, 2025 – Terry Fox Run here at the school.
  - October 6, 2025 – Meet the Family Night at Byron Southwood 4:30pm- 5:30pm
- School has begun to look at goals and there is no EQAO scores yet and it's anticipated by end of September. There are approximately 560 kids in the school.
- Home and School Questions to the Principal?
  - Is there a date for Cross Country yet? No, not yet and will get Julie to send out communication to the families.
  - Is there a date for Book Fair yet? Book Fair will be coming but will have to get the date later.

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## Staff Report-Matt Ebel

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- Mr. Ebel had a request from the teaching staff for more sporting equipment. Not sure if the school should ask or if Home & School can ask the community. Home & School purchased equipment last year and the school used half and kept half aside. Each class has been distributed the equipment to share evenly. Home & School will ask the community.
- Mr. Ebel presented Mrs. Webbs request for \$3317.20 for the Music department. This would purchase 4 flutes, 3 clarinets and 2 bass strings. Mrs. Webb used grant money she was awarded last year to do much needed repairs for the instruments. Last year Home and School purchased 5 flutes for the music program. Home and School waiting on the receipt for the 5 new flutes.
- Mr. Ebel asked if we could consider leaving the Grad budget at \$2000. As discussed in budget and all voted as in favour of leaving the Grad contribution as \$2000.

- **Exhibit 1 – Review of Fundraising 2024-2025 school year**
  - \$33,353.32 raised last year and the money gets allocated to budgeted expenses.
  - Halloween event was great overall, but not our major money maker for events. This is a community event.
  - Roll over amount \$7497.54, unspent money.
  
- **Exhibit 2 - Review of 2024/2025 - “Regular Expenditures” / Items we expect to see in 2025/26**
  - When reviewing the regular expenses from last year in exhibit 2 we expect to also have the same expenses in 2025/2026 school year but will need to be determined if we will keep the budget the same.
  
- **Exhibit 3 - Review of 2025 - Approved for 24/25 and Likely to renew**
  - Home and School believe the expenses listed in exhibit 3 will likely be considered for 2025/2026 school year.
  
- **Exhibit 4 - Review of 2025 - 24/25 Specific**

Home and School allocated money and will hold till we determine where the receipt is. The items listed in Exhibit 4 have been allocated but no receipt has been received.

  - Home and School not sure if Mrs. Webb purchased the flutes last year. We have no receipt yet. Mr. Ebel believes they were purchased.
  - Principal did order the chrome books but did that for this year and Home and School have no receipts yet. Will keep the money allocated.
  - We have the money for the whole gagaBall Pit project but no update on if the brackets were purchased. Adding another gagaBall pit to the primary yard was the original plan. Mrs. Fleet will investigate this.
  - Never got a receipt for Raz kids.
  - Bike racks not ordered. Amy will provide information researched at next meeting.
  - We have not been provided any receipt for the kindergarten furniture.
  - Curling set is purchased.
  
- **Exhibit 5 – Bank account remaining for uncommitted money      \$7497.54**
  - Home and School will count on a little less money raised this year than last year. As the year goes by, we will reassess where will we land.
  - Basket raffle will need a lottery license. Could maybe do a silent auction where we give everyone a ticket and ask for donation. We are putting basket raffle at zero dollar since we are not sure we will be able to run this fundraiser.
  - Last year we had an amazing funfair, we lowered the expected earnings for it this year in anticipating we might not make as much. Set the goal at \$3500.
  
- **Exhibit 6 – Expenditures for 2025/2026 Vote**
  - Line-item teacher allowances - \$8200 (41 teaching staff) all in Favour      **Carried**
  - Line-item service charges - \$400 all in Favour      **Carried**
  - Line-item membership fees - \$500 (20 members) all in Favour      **Carried**
  - Line-item retirement - \$650 all in Favour      **Carried**
  - Line-item Staff appreciation lunch - \$1100 all in Favour      **Carried**
  - Line-item Home and misc. items - \$250 all in Favour      **Carried**

- Line-item Grad awards - \$500 all in Favour **Carried**
  - Line-item Forest of reading - \$1200 all in Favour **Carried**
  - Line-item School Events - \$600 all in Favour **Carried**
  - Line-item Outdoor play - \$700 all in Favour **Carried**
  - Line-item Library Support - \$500 all in Favour **Carried**
  - Line-item Music - \$ 3317.20 All in Favour **Carried**
  - Line-item Chrome books - \$5000 all in Favour **Carried**
  - Line-item Raz kids - \$0 for now
  - Line-item Dance - \$1200 all in Favour **Carried**
  - Line-item Author - \$1000 all in Favour **Carried**
  - Line-item Grad - \$2000 all in Favour **Carried**
  - Line-item Stem - \$1200 all in Favour **Carried**
- Topics of discussion for the budget items
    - Grad awards gone down a lot over the years will keep it at \$500
    - Play day/ Carnival being renamed School events
    - Library lunch club being renamed library support
    - Flutes being renamed music since the request this year is for more then one instrument
    - Chrome books increasing amount due to the need of more technology in the school
    - Non repeat lines are gagaball pit, fdk furniture, painting the tarmac, Cart for hot lunch, curling set, bike rack.
    - The Stem program that Mr. Ebel is running is looking to build an arcade machine with the classes. No power tools used with the kids and Megan Powell's husband have volunteered to help. Looking for \$1200 to get materials for the build. Multiple classes will be involved and use the games after.
    - \$4800 left over to spend roughly with the approved expenses and anticipated fundraising goals being met.

**GEN-SEP2025-03 THAT WE MOTION TO APPROVE THE BUDGET**

**M: Charlotte McQueen S: Amber Wallace**

**Carried**

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**Fundraising Update**

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- Fundraising planning will happen in the October 6<sup>th</sup>, 2025, meeting. Come prepared with ideas.
- Fall Dance for Halloween will be Thursday October 23<sup>rd</sup>. The Spring Valentines dance will be Thursday February 12, 2026. Volunteers to see Nina for the dance committee sign up sheet.
- Hot Lunch program set to start Oct 7<sup>th</sup>. E blast will be out this week, will post on face book as well.
  - No twisted Indian and Marshalls pasta this year due to rising costs.
  - Added wellness Café with a burger, pasta and wrap to the new hot lunch rotation.
  - Last Friday of every month will be marble slab with frozen yogurt option. This will be an afternoon offering.
  - Looking for more volunteers, will create a what's app group chat to coordinate volunteers. Volunteers will need their vulnerable sector check.
  - Hot lunch will be Tuesdays, Thursday and occasional Fridays. Booster Juice will be an afternoon option.

- Goodwill Fundraiser will have to change this year as they will not pick up from the school if Home and School decide to participate. Goodwill does drop off only but could have more then 1 evening and times. More discussion on this fundraiser will happen in October.
- Byron Pizza Family Night is October 6<sup>th</sup>, every order, Bryon Pizza gives \$5 back towards the school.

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#### New Business/ Existing Business

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- 2025/2026 Home and School Members
  - You do not need to be a member to have a voice. Non members can come to as many meetings they want, we want all the participants. Voting members are required to have an item pass with quorum. We do need members for insurance and to handle money and what allows us to be able to vote. To join the Home and School we will need everyone to provide information to Mandy and Tonia.
  - For our Home and School committee we need Executives plus 2 additional members. Total 8. For a vote to pass we need majority of the members present to pass any vote.
- Bi laws for the Home and School Committee with be talked about in October.
- Last year Home and School purchased a square to take payments. We are no longer allowed to use this device. Home and School can use an app called Zeffy that is free to use for non-for-profit organizations.
- Ask to Mrs. Fleet – Can Home and School volunteer for the first day of school next year to help make things smooth. We want to support in any way we can. Will talk about this later this year.

**GEN-SEP2025-04 THAT WE MOTION TO ADJOURN**

**M: Natasha Barby S: Amy Thompson**

**Carried 8:21 pm**

**Next Meeting Scheduled: October 6, 2025, 6:30 pm**

**Exhibit 1 – Review of Fundraising 2024-2025 school year**

Munch-a-lunch	\$23899.80
Holiday Basket Raffle	\$3009.17
Spring Market	\$485.15
Goodwill Clothing Drive	\$846.50
Funfair	\$4279.94
Byron Adopt a School Pizza	\$545
Western Fair - Fair Share	\$188
Mabels Labels	\$58.76
Factory Shoe	\$240
<b>Grand Total</b>	<b>\$33,352.32</b>

**Exhibit 2 - Review of 2024/2025 - "Regular Expenditures" / Items we expect to see in 2025/26**

Teacher Allowances	\$6050.94
Service Charges	\$363.94
Membership Fees	\$630.00
Retirement / Appreciation Gifts	\$577.64
Staff Appreciation Lunch	\$1000.05
Home & School Misc Items	\$62.36
24/25 Grad Awards	\$474.55
Halloween Dance (Community Event)	\$900.00
Grad	2000.00

**Exhibit 3 - Review of 2025 - Approved for 24/25 and Likely to renew Expenses**

Forest of Reading	\$1152.68
Play Day	\$495.31
Outdoor Play	\$548.86
Library Lunch Club	\$303.91
Home & School Misc Items	\$62.36

**Exhibit 4 - Review of 2025 - 24/25 Specific Expenses**

Flutes*	\$3000
Chromebooks*	\$3000
GagaBallPit*	\$4500
Raz Kids*	\$600
Bike Racks*	\$1500
FDK Furniture*	\$2065
Paint Tarmac*	\$1000
Cart for Hot Lunch*	\$500
Curling Set	\$687.02

**Exhibit 5 – Bank account remaining for uncommitted money      \$7497.54**

<b>Fund Raiser 25/26</b>	<b>\$ Anticipated funds raised from events</b>	
Block 1	\$4,000.00	
Block 2	\$4,000.00	
Block 3	\$4,000.00	
Block 4	\$4,000.00	
Block 5	\$4,000.00	
Basket Raffle	\$0.00	
Good Will	\$400.00	
Dec - Byron Pizza Family Night	\$320.00	
March - Byron Pizza Family Night	\$225.00	
Factory Shoe	\$240.00	
Western Fair Share	\$188.00	
Spring Market	\$485.15	
Funfair	\$3,500.00	
Mable's Labels	\$58.76	
25/26 Fund Raising		\$25,416.91
90% of Fund Raising		\$22,875.22

<b>Item</b>	<b>24/25</b>	<b>Projected? 25/26 To be voted.</b>
Teacher Allowances	\$6050.94	\$8200
Service Charges	\$363.94	\$400
Membership Fees	\$630	\$500
Retirement / Appreciation Gifts	\$577.64	\$650
Staff Appreciation Lunch	\$1000.05	\$1100
Home & School Misc Items	\$62.36	\$250
Grad Awards	\$474.55	\$500
Forest of Reading	\$1152.68	\$1200
Play Day / Carnival	\$495.31	\$600
Outdoor Play	\$548.86	\$700
Library Lunch Club	\$303.91	\$500
<b>Item</b>	<b>24/25</b>	<b>Projected? 25/26 To be voted</b>
Flutes*	\$3000	\$3000
Chromebooks*	\$3000	\$5000
GagaBallPit*	\$4500	
Raz Kids*	\$600	\$600
Bike Racks*	\$1500	
FDK Furniture*	\$2065	
Paint Tarmac*	\$1000	
Cart for Hot Lunch*	\$500	
Curling Set	\$687.02	
Dance	\$659.42	\$900
Author	\$0	\$1000
Grad	\$0	\$2000
Stem		\$1200