



MINUTES

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

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

10/18/2023 | 6:30p.m.-8:40p.m. | School Library

Meeting called to order by Charlotte McQueen at 6:30p.m.

Officers

Presidents/Co-Chairs: Charlotte McQueen & Mandy Long

Vice President/Vice Chair: Melissa Sharpe

Treasurer: Valerie Laufman

Secretary: Tonia Siemon

Fundraising Chair: Erin Smith

Past President: Krista Muncaster

In Attendance

Charlotte Kaye McQueen, Mandy Long, Melissa Sharpe, Valerie Laufman, Tonia Siemon, Emily Wood, Amy Thompson, Natasha Barby, Kelly McCormick, Deana Stillitano, Meredith Lockwood, Darbi Greensides, Amber Wallace, Michelle MacDonald, Jenna Scott, Becky Rock, Krista Muncaster, Lesley Bowering, Kelly Kolech, Cori Hammond-Martene, Kelly Webb, Teri Germian

Approval of Minutes/Agenda

- **GEN-OCT2023-01 THAT WE APPROVE SEPT MINUTES AND APPENDIX**
M: K. Muncaster S: N. Barby Carried

Principal's Report-Kelly McCormick

- School Code of Conduct was sent home for families to review.
- Frisbee Rob: Guinness World Record Holder held an assembly for Gr. 3-8. He spoke with students on core values (kindness, acceptance, determination, empathy, perseverance, resiliency). Positive feedback from students on presentation.
- Portable is leaving, should be gone end of this month.
- Progressive Reports go home Nov 10th; parent-teacher interviews Nov 17th.
- Library Club, Band, Glee, Basketball, Art Club, have all begun. Cross Country just finished.
- Student Council should begin end of month.
- Alliance club will begin end of the month. Name to be determined by participating students.
- Byron Southwood has 4 EAs for 2023-2024 school year.
- Holiday Concerts:
 - Dec 12 afternoon Gr. 1-4
 - Dec 13 afternoon Gr. 5-8
 - Dec 14 afternoon Kindergarten

Music-Kelly Webb

- Gr. 7/8 is only grades supported by TVDSB for musical instrument instruction.

- Southwood provides musical instrument instruction for Gr. 5-8; younger grades are supported by money raised by the school.
- Southwood is trying to maintain a 2-1 sharing ratio; but needs some instruments replaced to achieve this.
- Kelly Webb has begun to evaluate the instrument inventory.
- Flutes
 - 1970-1980 are the date of manufacture on flutes; Kelly Webb showed meeting attendees some of the damage/wear to some of the instruments in Southwood's inventory.
 - Only 21 flutes, which impacts student selection.
 - 8 classes use the instruments this year.
 - New flute cost is \$592; repad is mid \$200.
 - Music Request #1: 10 new flutes \$5920 (replace 7 and add 3 to give more choice). This could be a two-year project.
- Recorders will be played in 2nd term for Gr. 4 & 5.
- Glee club (consisting of 53 Gr. 6-8 members) will sing O 'Canada at London Knights Game December 1st. 150 tickets are available for Glee members and their family members for \$25 each. Profits can be used by Byron Southwood music program for necessary program purchases.
- Ukuleles
 - Introducing them to Gr. 5's; Kelly Webb has her own inventory of ukeleles and has rented a set for term one from TVDSB.
 - Cost to purchase \$53.95; already have 19 from Kelly Webb's set; need 8 more for class set.
 - Tuners also requested \$16.99 each; 10 required.
 - Music Request #2: \$601.50 for 8 ukeleles and 10 tuners.

Budget Planning-Valerie Laufman

- Amy Thompson volunteered to complete the 2022-2023 Financial Audit.
- Total Purchase for 2022-2023 was \$59,500.
 - We had carry over from the large project from 2019-2020 that had to be revised due to TVDSB head office approval. We will not have this much anticipated funds for this year.
- For 2023-2024 school year we won't do box of cards fundraiser but will have extra lunch spot generating more revenue.
- \$7520 of committed expenses still need to be purchased from 2022-2023 school year.
- Projected Income \$28,000 (plus \$2,839.05 roll over from last year)
- Budget Items
 - Membership fees \$540
 - Bank fees & cheques \$400
 - Misc. Items (i.e., File folder, balloon arch, administrative) \$500
 - Graduation \$1000
 - Teacher Allowance, 39 x \$150 = \$5850
 - Staff Appreciation \$1000
 - Gifts \$850
 - Dances \$1500
 - Library/ Lunch Club- \$500
 - Forest of Reading- \$1500
 - Raz Kids-\$900 (for Gr 1&2)
 - School Assembly \$1000
 - Outdoor Play \$600
 - Grade 8 Awards \$1200

- Music Program \$3000
- Additional purchase plans for 2023-2024 school year.
 - Ongoing Tech Fund \$3000
 - Hydroponic gardens \$380
 - Outdoor Pollinator Garden \$500
 - Gaga Ball Pitt \$2800
 - Bike Racks \$500
 - Bean Bag Chairs \$459.60
- Estimated money left over to review in spring \$2,859.45.
- New Requests
 - Lot off of Boler Road “Mini Forest” Outdoor Classroom- hopes for Spring Presentation once further talks between administration and facilities are completed.
- **GEN-OCT2023-02 THAT WE MOTION APPROVE 2023-2024 SCHOOL YEAR BUDGET**
M: C. HAMMOND-MARTENE, S: E.WOOD Carried

Fundraising-Tonia Siemon

- The search for a new Hot Lunch Co-Ordinator continues. Duties include facilitating relationships with vendors (new and existing), student set up in September, and organizing lunch orders (cheque for vendors, volunteers for distribution, parent questions, etc.). Erin will assist this individual this year and 2024-2025 school year. Any interested parties are encouraged to speak with Erin as soon as possible.
- Halloween Dance-volunteers are still needed. Please use the sign-up genius form.
- Fun Fair: Oakridge Optimists have agreed to run the BBQ for us.

New Business

- No new business.

GEN-OCT2023-03 THAT WE MOTION TO ADJOURN

M: K. Muncaster, S: N. Barby Carried

Next Meeting Scheduled: November 15th, 2023.