



Principal- Rebecca Jutzi



Chair - Julie
Treasurer - Bethany
Secretary - Lauren

2025-2026 Sheppard Public School Parent Council Meeting Agenda - Monday, March 30, 6:00pm

Meeting Minutes – Monday, January 19, 6:00 pm
Meeting held in person in the library

1. Welcome (6:00)

- Meeting called to order by **Chair Julie** at 6:00 PM.
- Brief welcome and acknowledgement of recent events affecting the school community.

2. Principal update (6:10)

- **Support after Audrey's passing:** *"Critical events team at school board that came in to support staff and students, and a team of social workers and psychologists to support staff and students after Audrey's passing."*
- *"A tree will be planted for Audrey, don't know where/when yet."*
- Staff prepared students on how to support a classmate currently undergoing treatment for a brain tumour; guidance was given about what to say and not say when the child returns to school.
- Emphasis on returning to routines and supporting normalcy for students and staff.
- Rebecca thanked the parent council for providing treats at the staff luncheon.
- Recent school activities highlighted: drumming workshop (positive student response) and a successful spelling bee with a student representing the school.

- **Green Team:** Bethany asked whether the Green Team would like funding (last year they had about \$200); **Rebecca to follow up.**
- **Break-a-rule-day:** Over **\$3,000** raised for McMaster Hospital.
- **Staffing:** Entering staffing season; French immersion reduced by one class due to low waitlist numbers; kindergarten enrollment healthy with three full sections.
- **Facilities:** Front play area to receive an additional climber and deck boxes for toy storage.
- **Professional development:** Teachers participating in multiple PDs including anti-Black racism/discrimination training, Indigenous arts, AI training, Safe Schools cyber security, early literacy, and junior math.

3. Budget update

- **Current balance: \$19,456** (after recorder purchases). Note: \$1,500 still to be deducted from the slush fund.
- **Approved allocations:**
 - **\$4,000** reserved for teacher wishlists — **approved by the board.**
 - **\$1,500** requested for Fun Fair expenses — **approved by the board.**
- **Suggestions & actions:**
 - Consider purchasing skates and helmets or requesting family donations; **Rebecca will send out a request for skates.**
 - Discussion about installing a changeable-letter sign outside the school to advertise events (fun fair, PD day, etc.).
- **Rangers' games** fundraising noted as successful.

4. Upcoming events and action needed (6:30)

- **Movie Night — Thursday, April 23 (6:00 PM)**
 - Proposed movie: *Ron's Gone Wrong*.
 - **Jo** to pick the final movie; **Maddi** to pick up snacks.
 - Plan messaging that children up to Grade 4 must attend with a parent.
 - Parent volunteers needed for set-up and clean-up.
- **Parent Involvement Committee (PIC) — April 15**
 - LET GROW representatives and board representatives attending.
 - **Volunteer requested** to represent the school/parent council at PIC.
- **Fun Fair — Thursday, June 11 (5:00–7:00 PM)**
 - Planning team aiming for activities that engage older and younger students.
 - Proposed vendors/activities and estimated costs:
 - Photobooth (Flashpoint Productions) — **\$500** (option to include sponsor logo).

- Balloon artist — **\$175** for two hours.
 - Inflatable games rental — **\$75** for the night.
 - Magician (walking performer) — under consideration.
 - Raffle items, scavenger hunt in the natural area, ice cream distribution to reduce lines.
 - Maddi may provide a plinko machine and coordinate a hockey shooting activity.
- Discussion about whether to tie fundraising to a specific, larger student-focused goal.
- Food logistics still being finalized; aim to minimize lines.
- **Other events:**
 - **Kindergarten Open House:** May 27, 6:00–7:00 PM — consider a parent council table to recruit volunteers.
 - **PRO Grants / Community Partners:** Discussion about next year’s PRO grants and potential presenters (e.g., Nourish Move Love, Umbrella Project). Follow-up at next meeting.

5. Future meeting dates

- **Next meeting: April 27, 2026** — to be held via Google Meet (link to be shared).
- **Additional date noted: May 25, 2026** (in-person or as scheduled).

Decisions and Motions

- **Approved:** Reserve **\$4,000** for teacher wishlists.
- **Approved:** Allocate **\$1,500** from council budget to support Fun Fair expenses.
- **Action assigned:** Rebecca to follow up on Green Team funding request and to send out a call for donated skates/helmets.

Action Items (owner — due)

- **Rebecca:** Confirm Green Team funding request; send out request for skates/helmets donations. (ASAP)
- **Jo:** Finalize movie selection for Movie Night (by April planning date).
- **Maddi:** Coordinate snacks for Movie Night and confirm availability of plinko/hockey activities for Fun Fair.
- **Volunteer(s):** Parent representative to attend PIC on April 15 — volunteer needed.
- **Fun Fair Team:** Finalize vendors, food plan, and volunteer schedule; secure any sponsorships for photobooth prints. (Ongoing; event June 11)