Brookville School Council - Meeting Minutes

Monday, October 19th, 2026 - 6:00 PM

Location: Hybrid - Brookville Library and Zoom

Attendance: Debbie (Chair), Cheryl (Co-Chair), Elizabeth (Secretary), Diana (Treasurer), Heidi, Caylanne, Holly, Monica, Gary, Lisa, Stephanie (Zoom)

Welcome and introduction (5 minutes) - Debbie

Reports (20 minutes)

Principal's Report (10 minutes) - Gary

- Teacher's Wishlist items were presented
    - Council members went on a walk-about to see the location of the proposed playground painting areas
    - **Motion: Diana - To allocate $5100 for Outdoor Playground Line Painting**; Seconded by Heidi. All votes in favour. Motion passed
    - .**Motion: Debbie - To allocate $1533.41 for Scholastic Phonics School and Home Book Set**; Seconded by Cheryl. All votes in favour, Motion passed.
    - **Motion: Heidi - To allocate $711.90 for Bug Club Morphology Kit D**; Seconded by Elizabeth. All votes in favour. Motion passed.
    - **Motion: Elizabeth - To allocate $282.50 for New Novel Sets**; Seconded by Debbie. All votes in favour. Motion passed.
    - **Motion: Cheryl - To allocate $4000 for Jungle Sport balance**; Seconded by Diana. All votes in favour. Motion passed. Balance to be paid using Hot Lunch Program (Cristello's) funds.
- Discussion of TikTok "Rumours" account - no reported incidents; however if any threats arise, action will be taken, up to and including reporting to police
- New website up and running; minutes to be uploaded after every meeting
    - Positive feedback regarding the new School Council newsletter
- Progress Reports - November 17, followed by student-lead conferences

Teacher's Report (5 minutes) - Lisa

- Grade 4 field trip to Acton HS for Forest Festival tomorrow
- Grade 6 French field trip to the Etienne concert coming up

- Flag football team enjoyed a pizza lunch to celebrate the end of the season
- Girls 7/8 volleyball has started; Boys to start soon
- Grade 7 immunizations scheduled for the end of the week
- Early reading screener happening this week
- Chef a l'ecole - French cooking event scheduled for November 20
- Primary Winter Concert - December 11

Treasurer's Report (5 minutes) - Diana

- We are off to a great start - usable funds totaling $13147.00
- Found funds from last year marked for literacy items - $2595.36
    - Funds will be used to purchase literacy items from the Teacher's Wishlist
- We still have outstanding funds due from the FunRaiser - 6 silent auction items; estimated to be $550.00

Council Communications (5 minutes) - Debbie

- Internal Council Communications (Google Drive)
    - The new Google Drive has been solving past issues; Council executive to have access; access can be granted to council members based on need
- External Council Communication (Website, newsletter, WhatsApp)
    - Positive feedback for the newsletter - it is helping to communicate where funds raised are being spent and what the council goals are
    - Currently, we have around 70 members in the WhatsApp community - as a reminder, it is a parent-lead forum only with no ties to the school or school board

Council Priorities and Fundraising (10 minutes) - Cheryl

- Annual fundraising plan due by October 31, 2026 - the council must clearly identify what we are raising funds for (we can get approval after this date, if needed)
- We can have less formal fundraising events, such as Cookie Days (up to 10 per calendar year)
- New goals and a plan for the carryover funds must be decided by May/June of 2027

- Overview of fundraising events/goals for the future: hot lunches, Move-a-Thon (February), potential Holiday Shop (December), Big Box cards (November 1st), a suggestion of a potential movie night, parent dinner out or Spring carnival was mentioned as well.
- **Motion: Cheryl - To start a Fundraising Sub-Committee with Heidi as the Chair**; Seconded by Elizabeth. All votes in favour. Motion passed.
    - Big Box Cards Fundraiser (Diana and Heidi)
        - Boxes of cards - $35; boxes of candles - $40
        - School receives $11 per box sold
        - Incentives for selling: Class pizza party, gift card draw
        - Usman is able to put this on School Cash Online
        - Able to start on November 1, 2026 with a 1-2 week turnaround

Hot Lunch Program (5 minutes) - Debbie

- Cristello's order numbers are up from last year
- A few timing things to mention - we started a bit later with the orders being available on School Cash Online; orders were only open for a week - some parents may have missed the opportunity to order
- Both vendors are interested in expanding up to 5 days

Next Steps and Adjournment (maximum 5 minutes)

- New grant to apply for - Diana to update (between $500-$1000)
- Next Meeting: Tuesday, October 27th at 6:00pm *__VIRTUAL ONLY__*