



# DeWitt Carter Public School

## Parent Advisory Council Meeting Minutes

November 2023

**Our fundraising directly benefits our students.  
Thank you for your support!**

**Date:** Tuesday, Nov 28, 2023

**Time:** 6:00 pm

**Location:** DeWitt Carter Library

**Balance:** \$7,089.35

### In Attendance:

#### Board Members

Dave H	<i>Principal</i>
Jennifer L	<i>Teacher Rep</i>
Melissa L	<i>Chair</i>
Victoria P	<i>Co-Chair</i>
Jenn M	<i>Communications Manager</i>
Hope B	<i>Treasurer</i>
Mel R	<i>Secretary</i>

#### Parents in Attendance

Kimberlee F
Alisha C
Miklos B
Shawn S **
Kerri H
Chris L
Sonia C

\*\* *New Member*    \**Absent*

### 1. Welcome - Chair Melissa L

### 2. Administration Report - Principal David Howell

- **Events / Dates:**
  - Thurs Nov 30: Character Assembly
  - Wed Dec 6: Lock and Learn Drill - Practice of lock down protocol
  - Tues Dec 12 @ 2-6pm: Ricco's Pick Up in DeWitt Carter Gym
  - Thurs Dec 21 @ 11:30am: Student Holiday Performance
  - Fri Dec 22: Movie Day
- NOTE: Assemblies will generally be held during middle block to accommodate transportation, reduce disruption/safety concerns
- Construction continues - end date not yet determined
- Staffing is currently stable - no anticipated changes.
- Brave Space Club for grades 6/7/8 - recently distributed Kindness Bingo Card, well received by younger students
- Welland schools at capacity, possible changes to french immersion spaces coming
- MDI - Well being Survey is ongoing (Online survey measuring community support for individual students, etc.)

### 3. Finance - Balance: \$7,089.35

- \$3400 allocated from June
- Several items purchased for less than allocated price
- Waiting on some purchases because of renovations

### 4. Old Business

- Halloween Dance: Under budget \$190.79
- Cobbs Bread: 139 cards sold - raised \$1178.50

### 5. New Business

- **Holiday Breakfast: Dec 2 @ 9AM & 10AM**  
**Pancake breakfast in gymnasium, photos with Santa in library**
  - General Planning Notes:
    - Limit 175 capacity per seating
    - Friday: 7PM - decorate library, prep kitchen, set up tables in gym
    - Saturday: 7AM - prepare pancakes, set up serving area
  - Food Notes:
    - 2 Costco bags of pancake mix donated, will purchase two more
    - Toppings: Syrup, Frozen Fruit & Apple Pie Topping
    - 2 pancakes / 2 sausage per participant
  - **Motion: To allocate \$500 for Holiday Breakfast.**
    - Motion: Kim F
    - Second: Alisha C
      - Carried
- **Upcoming Fundraising Dates:**
  - Fri Dec 8: Milk and Pizza Day
  - Fri Dec 15: Milk and Pizza Day
  - Fri Jan 12: Popcorn Day
  - Wed Jan 17: Hot Chocolate Day
- **Fuse Lacrosse:**
  - Successful program from Summer Heat - demonstration and practice of lacrosse basic skills - Grades 4+ (hoping to involve younger grades as well)
  - Proposed: \$250 School /\$250 Parent Council funded
  - **Motion: To allocate \$250 to Fuse Lacrosse presentation.**
    - Motion: Chris L
    - Second Alisha C
      - Carried

## 5. New Business - *continued*

- **Teacher Allocations:**
  - Approach teachers individually to determine needs
  - Propose to allocate bulk amount now to facilitate purchases asap because next meeting will not take place until the end of January:
    - **Motion: To budget \$500 to cover mid-year teacher requests.**
      - Motion: Alisha C
      - Second: Chris L
        - Carried
- **2024 Fundraiser Events:**
  - **Chocolate Bar Bingo:** Proposed Date, Thurs March 7
    - Equipment potentially available via Victoria
  - **Krispy Kreme:** Checking availability for any date before end of school year
- **Graduation:**
  - Budget for decorations and refreshments
  - **Motion: To allocate \$400 to graduation expenses.**
    - Motion: Alisha
    - Second: Chris L
      - Carried

**Next Meeting Jan 23, 2024 @ 6pm in DeWitt Carter Library**