

Sunshine Academy Governing Board  
**AGENDA**  
**December 11th, 2024**

Est time (min)

1. Call to Order with Reconciliatory statement or Land Acknowledgement 2  
*6:03pm*
2. Roll Call, Presence. 2  
*Present : Leah, Mr.P, Dan, Melanie, Richard, barbara, Valerie, Crystal, Ritu, Daniel, Sheri, Vince, Richard, Carla*  
*Absent: Joey*
3. Approval of the Agenda - *Motion Richard seconded Valerie* 2  
*Motion to table 6.3 and 8.1 dan, seconded leah, AIF*
4. Business Arising: 2
  - 4.1 Approval of November Minutes  
*Motion to approve barbara seconded leah AIF*
5. Correspondence
  - 5.1 Catering Service – Ria 2  
*motion to discuss: barbara, seconded carla*  
*As per dan : Merenda has the exclusive catering rights at elementary level , between 6-7\$ per meal, delivered to school, separated by child by home room. Typical menu. Suggest we survey the parents and see if interested. Barbara raised question about quality (citing chart well as not having good quality). Ritu mentioned everyone is very happy with quality, meal, portions. Melanie raised concern about it coinciding with H&S fundraising. Ritu mentioned different sizes and can accommodate food allergies and religious.*  
*Motion to approve a poll to be sent out after council has discussed Dan sconded AIF*
  - 5.2 Fundraiser permits

*Correspondance about licenses for raffles, bingo nights – Dan will look into it with legal*

### **5.3 New Rules on the Disclosure of Wrongdoings**

### **5.4 Governing board attendance**

*Attendance of Malik shaheed – Richard to discuss with Dan*

## **6. New Business:**

### **6.1 Emergency preparedness plans**

30

*Dan: binder in the school which has to follow strict format, so that it is standard across the shools, includes lockdown, evacuation, power outage (class list, bus list..) , contact information for bus (seguin), route to follow in the event of evacuation .. evacuation site is springdale, upkeep of fire extinguishers (6 in school), safety glasses etc.. has not been updated in a while. Has now been done. One thing that came up: protocol for earthquake will be added to list of things to cover with staff. Final: Binder has been updated and Valerie (as second) knows where it is. Kevin, Ritu, Sheri, Valerie, Dan, Nafeesa, Jason are emergency response team. Richard to sign that it was presented to GB. Motion Richard, seconded Carla, AIF*

### **6.2 School Budget (\$95, 110.4)**

*Dan Presented budget. Operational Basic Allocation - Projected 68,223 Richard questioning pocket of poverty, which Dan says is there for unpaid fees. Question from Vincent: Library does it include preschool – no it does not. Support to Student Success – Projected 326,417 Melanie asked for clarification about entrepreneurship contest – apart from honey sales, could cover bake sale etc, or money can be lost . Daniel mention that his BBQ club uses this fund and has to be teacher driven to apply for grant. Daniel asked aide alimentaire can it be used to purchase stuff or is it all set.do the teachers know they can ask dan for it if needed? Dan said he will make sure they do. Richard asked if some costs are per capita? Dan is not sure but some are as per size of school. Stephanie Stever? verifies that correct amount is getting to sunshine. Total Capital Allocation - Projected 23,662. Total Decentralized Budget (including carry over) 418,302  
Motion Daniel Seconded Barbara AIF*

### **6.3 New Club – crafts, balms, etc**

*tabled above*

## **7. Fundraisers**

8

## 7.1 Grads Sale of old books-Feb 2025

*Leah – Grade 6 fundraiser idea – sell used books – during second round of parent interviews in february barbara mentioned not a lot of foot traffic at this interview, leah mentioned it was discussed and leftover books can potentially be sold at bake sale .*

*Motion richard seconded leah AIF*

## 7.2 Spring Craft fair April 12

*Approved at staff council, table rental 50\$, vendors interested, bake sale for grads (run by grads) and english scholastic at same time, no charge for student If want table . scholastic will need to be staff council approved (with dates)*

*Motion to approve craft fair (raffle and scholastic to follow) richard seconded carla AIF*

## 8. Field trips

4

### 8.1 Gr 6 -Tubing

*tabled above*

## 9. Reports:

20

### 9.1 Principal

*December 11, 2024 Once in a generation, a teacher like Sandy Mellon comes along. Her impact reaches far beyond her classroom - she has been a mentor to all of us. She will be missed and we wish her a wonderful retirement.*

*CO2 levels - the school board monitors CO2 levels as “fresh air” checks that the government requires in schools since Covid. The indoor CO2 level rises this time of year, as we keep windows closed and the heating system is on. CO2 should remain below 1500ppm to have what would be considered “fresh air” - the optimal balance of oxygen and carbon dioxide. To achieve this, we open classroom windows on prep time, recess, lunch, and at times throughout the teaching day (as is reasonable). The school board sent someone this week to remind us to open windows for fresh air (oxygen from outside) as a few of the levels were around the 1500 mark. Two thirds of our schools rely on natural ventilation (as opposed to having mechanical air exchangers in the school).*

*Our dog project is on hold for now. It was a huge success with the kids, but Onyx was starting to seem a bit overwhelmed by it all. For his sake, we will press pause for the time being.*

*Our Open House will take place on Jan 16 with am and pm sessions. Mme Jessica has helped prepare a flyer which is posted to our website and our facebook page, and I have put a request in with DDO to have it on their electronic billboard for the 10 days leading up to Jan 16. All families are welcome, and we are going to strongly encourage our K4 and K5 families to make the effort to be there. It will be a*

*great way for them to see and understand the next steps of schooling beyond the preschool years.*

*Thank you to teachers and staff for being such great educators and even better humans. This is not an easy job, full of unseen demands and stresses. They are, by far, the best people to help raise your kids.*

*Thank you to parents for coming out in great numbers for parent-teacher interviews. It is so important to have this partnership for the sake of your kids' development.*

*Thank you to Home and School for the bake sale and book fair that day as well. The book fairs (from last spring and this fall) brought in close to \$200 (in Scholastic reward money) per teacher for them to buy books for their classrooms. Santa came early for them, and they are all so grateful.*

*Thank you to everyone who helped out at Bingo Night, it was a huge success again and goes such a long way to helping our families in need.*

*We have spirit week next week, thank you to all the teachers who organized that. It's a really fun week in schools, despite the craziness, and that's a nice way to celebrate it.*

*Grade 6 fundraising - they netted about \$3000 in fundraising profit with their cookie sales.*

*Hockey 4 Youth: the program is up and running. Thank you to the parent volunteers for making it possible for the girls to learn to play hockey. It is a fantastic initiative.*

*Churro Truck will be next week - Wednesday at lunch - this is a gift from Home and School, thank you so much to those parents!*

*Reminder that we have early dismissal (bell at 11:30, buses leave by 11:40 and SEED closes at 4:00) on December 20th.*

**9.2** CLC (community learning center) (guest speaker, if needed)

*Noone*

**9.3** Teachers

*Second Dans report*

**9.4** Support staff

*Nothing to report*

**9.5** H&S

*Scholastic 159\$ for 18 classrooms. Educ-Action will come back . Karate and NASA (new program). Pasta starts end of january. Churro truck will have Santa around noon, held near gym doors.*

**9.6** Seed

*Workshop on january 6<sup>th</sup> for the staff.*

**9.7**     Region 2 report

*Vincent: last meeting was GB training. tomorrow is another meeting and breaking down into subregions.*

**9.8**     Commissioner

*Did not attend*

**10.**   Question Period from Public 5

*None*

**11.**   Varia 5

**12.**   Date of next meeting: *January 30<sup>th</sup>, 2024* 2

**13.**   Adjournment 1

*Motion Valerie, seconded Mr.P AIF*