

Hawthorn Home and School Association
Meeting Minutes – November 6, 2024 @ 7pm (school library)

Opening:

Monthly meeting of Hawthorn Home and School Association was called to order by Lisa Sanderson.

Attendees: Lisa Sanderson (Chair), Ashley Wile, Sarah Campbell-Bligh (Vice Chair), Kiersten Green (Secretary), Anne Gourlay (Principal), Candice Bambury (Vice-Principal) Sarah Metherall, Angela Hershey, Emily Mercer, Deborah Copeman

Regrets: Andrew Bray (Treasurer), Rachel Blair-Johns, Chris Reade, Erin Nauss, Jacinta MacKay, Melody Turner, and Brandy Burford

HSA Upcoming Meetings:

December 4	April 9
January 8	May 7
February 5	June 11
March 5 - virtual	

HSA Scheduled Events:

Dec 11/12 – Holiday Concert (Afternoon)	June 6 – Spring Fair Set up
Feb 20 - Bingo	June 7 – Spring Fair
May 15 – Event TBD	

Review of Minutes:

Minutes from October 2nd meeting were circulated via email on November 1st and hard copies were distributed during the meeting. The October meeting minutes were reviewed, and the motion to approve them was made by Sarah Campbell-Bligh and seconded by Ashley.

Principal Update:

- The school took part in the annual Terry Fox Run.
- Staffing change has taken place with a learning centre increase. Alison Campbell is now 100% learning centre and Lisa Boe has joined the staff with Grade 2. There are also two new EPAs (Ms. Tosh and Ms. Lafford).
- Powerschool demographic updates have not been completed by everyone yet. They were re-sent out on November 6th.

- The Grade 6 students completed their Provincial Literacy and Mat assessments last month.
- Conducted a Bus evacuation drill before Ms. Stulac and Ms. Hall students went on their field trip.
- Equity assembly. Equity team is currently Catriona Ryan, Susan Grattan, Jennifer Barro Ralph, in collaboration with Emily Cormier (Guidance Counselor). Sheri Stulac may join again this year as well.
- Families enjoyed the Halloween Howl and the Harvest Moon Festival (organised by Mr. Campbell there was singing, dancing, musical instruments – given the whole school participated fire code would have been breeched if parents etc. were invited to take part).
- Morgan Toney and Keith Mullins came to the school for a special performance as well as some workshops for any older kids who wished to participate.
- School Photo re-takes were this week.
- Remembrance Day Assembly on the 8th.
- Assessment and Evaluation Day is on the 22nd as well as report cards and Parent Teacher conferences.

Budget Update/Financial Matters:

- Ann Urquhart provided Anne with account summary.
- HAS account currently at \$3,582.44
- Some class \$100 items have gone out as well as the \$400 for Coffee Service.
- Halloween Howl monies still to be settled – deposit (around \$600-\$700), at a glance the Halloween Howl looks to have made approximately \$1,100
- As of the meeting there was \$876 in clothing sales.
- Andrew will prepare and send out an update on the Halloween Howl financials to the HSA.
- \$150 approved for Book Club (see below).
- \$150 approved for Book Fair (see below).
- \$100 approved for Totes/containers for cleaning and organizing HSA room (see below).

Teacher Requests:

- Deborah Copeman was present at the beginning of the meeting to discuss two requests:
 - Hackmatack Book Club (Hackmatack Children's Book Award).
 - The book club is an Atlantic provinces literacy program for kids in Grades 4-6. (Ms. Copeman has offered the reading group/club to kids in Grades 5-6 at Hawthorn).

- Twenty fiction and non-fiction books are chosen for the year and kids in registered reading groups read the nominated book and vote for their favourites with the winners announced at an award ceremony in May. This year the ceremony is in Halifax and involves in person and virtual author visits.
- Ms. Copeman has 35 kids express interest by attending the first meeting.
- Meetings will take place every second Tuesday from now until April
- Candice expressed interest in helping out.
- Ms. Copeman is requesting \$150 to purchase enough of the nominated books the kids are interested in to run the program.
- Motion to approve was made by Ashley and seconded by Sarah Campbell-Bligh.
- Scholastic Book Fair
 - Book Fair this year will be set up for the kids to browse on December 3rd, 5th, and 6th (Families welcome in-person Dec. 5th 1:00pm-4:00pm and December 6th from 9:00am to 4:00pm).
 - There is a rewards program that benefits the school library.
 - There will be a 'Wish Chest' for kids to enter a list of books they would like to see purchased for the library but also as a chance to win a book.
 - Ms. Copeman put forth a request of \$150 to support purchasing one book per class (from grade Primary to 6).
 - Motion to approve was made by Angela and seconded by Sarah Metherall.
 - Ms. Copeman is also looking for parents and students who would like to help - Anne will send out an e-mail request for volunteers.

Kennys Pizza Fundraiser:

- Last year approximately \$2,400 was made through the lunch program. With the loss of these funds the HSA is hoping to make up at least this amount by running the Kenny's Pizza fundraiser
- There is no minimum order but a maximum order of 100.
- Keep ongoing as a monthly fundraiser as long as interest is there
- Kennys would like to be given at least one week notice in advance of pick-up day (can't do Fridays).
- The pizza kits are \$13 each with a choice between pepperoni and garlic fingers.
- The kits will need to be picked up in Cole Harbour and transported to the school.

- The kits can stay out for the fridge for at least 2 hours and can be frozen, if necessary.
- With the out-of-fridge time in mind, the use of the Breakfast program fridge to store the kits for kids in excel whose parents wouldn't be making it for the 3:00 pick up time was put forth.
- Lisa suggested Wednesday December 18th as the first date. Motion was put forth by Ashley and seconded by Emily.
- Orders will open December 5th, close on December 12th.
- Sarah M made a poster which has been sent to Anne for review.

Clothing Order:

- Clothing orders will be open until November 15th with the order needing to be placed by the 18th
- Anne will add in the order for the Grade 6s

New Business:

- Discussion around inflatables for the Spring Fair. Last year a delayed decision made it more difficult to acquire an inflatable and it was more expensive than necessary. It seems like the inflatables were a hit, Lisa will look into some options/prices and we will talk about them at the next meeting. We want to make a decision early this time so we have lots of options at a better price point.
- Lisa and Anne got an e-mail from Scott Penton advertising for a kids holiday vendor market being put on at Findlay Centre. Someone suggested putting some posters on the poles outside the school.
- HSA room is a mess, verging on safety hazard. Lisa put forth a motion to use \$100 for totes to begin cleaning up, seconded by Sarah.

Action Items:

- **Principal Gourlay** is going to look into SchoolCash issue where some parents are seeing "overdue" charges in their accounts for field trips that were previously paid for and/or funded by the HAS; review the poster for the Kennys Pizza fundraiser; add in the Grade 6s clothing order
- **Andrew** will prepare an update on financials from the Halloween Howl for the HAS
- **Lisa** is going to look into options for inflatables for the Spring Fair.