



# MEETING MINUTES

**Monday, May 8<sup>th</sup>, 2023 @ 7:00pm**

Location: In-Person at Hawthorn Elementary School

Present: Anne Gourlay, Laura Dunn, Rachel Blair-Johns, Bryony McStay, Ashley Wiles, Jacinta MacKay, Christine Reade & Emily Mercer

- ☐ Welcome
- ☐ Last Meeting Minutes Approved
- ☐ New Business/ Continuing Business
  - Budget update
  - School Spending
  - School-wide Pizza Day
  - Spring Fair
  - Pre-Primary Orientation & Welcome (Spring Fair & HAS intro)
  - Healthy Hunger
  - Grade 6 Grad
  - Yearbooks
  - Dates for 2023-24 HSA

## Continuing Business

### Budget & Balance

- Over \$8,000
- Had some recent healthy hunger credits

### School spending

#### Play Equipment

- School purchased \$260 outdoor play equipment using HSA funds (approved)
- HSA pre-approved additional \$500 spend for additional outdoor play equipment
- Considerations include: temp soccer nets (Ms Gourlay working on sourcing these); space dividers (pylons/markers)

#### Field Trips

- will be more requests coming soon from Ms Ryan & Mr Jodrey (Tattoo – costs for tickets)
- Suggestion for all Grade 6's to join Ms Ryan's class on trip to Africville (Bus only half full). Ms. Gourlay will check with Ms Ryan on this. HSA volunteers can help with chaperoning if required

School organizing having Touch Tank Huts come & do school visit (\$250 per class) – can likely use Healthy Schools grant \$ for this



### **School-wide pizza Day:** Friday, June 9<sup>th</sup> (Field Day)

- Each child will get 2 slices and a juice box
- Will order whole pizzas and have group of parents volunteers to distribute. Each class gets called down, pizza gets handed out at tables, then students move to the field to eat outside
- Rachel will coordinate the logistics with Bryony and Erin
- Can use Little Caesar coupons to help with cost
- For alternative orders (gluten & dairy free) can use Stone Pizza
- Ms. Gourlay will tally up a prediction of what to order: in the past did some staff pizzas, then 50% pep & cheese and 50% cheese

### **Spring Fair**

- Cake walk will be on the stage
- Bouncy castle
  - HSA would like 2 castles this year to prevent big lineups and to make sure everyone is able to enjoy them
  - Jacintha has list of questions for provider around costing and options, insurance, cancellation etc & will figure that part out and get back to the group
  - Ms. Gourlay will look into what permission is required from HRM to set them up on the field
- Basket Raffle
  - Ms. Gourlay will update and send revised letterheads for the gift basket donations request form – will send to Ashley & Emily
  - Rachel will help canvas for donations
  - Ballot boxes and ballots ready for the gift baskets
  - Emily will check look into securing the license to have the gift basket raffle

### **Pre-Primary Orientation**

- Coming up soon (Thursday?)
- Rachel will attend and speak to parents about HAS and what it does; distribute info to invite them to Spring Fair. Will have flyers/info to hand out

### **Healthy Hunger – all good!**

### **Grade 6 Grad**

- Committee running well
- Rachel and Ms Gourlay will coordinate a meeting for admin to attend to coordinate school-based activities.



### **Yearbooks**

- Bryony shopped around and found best value provider (Remember Me) for cost and delivery/order times (approx. \$11/book). US based
- Can deliver in 9 business days once order in
- Bryony will set up a pre-order process through our Square Site, with an order date cut-off giving enough wiggle room
- Ms Gourlay will ask Ms Urquhart approx. how many extras the school should purchase for parents who miss the deadline
- Ms Gourlay will check on any requirements or limitations there might be surrounding the Media Release waivers and photo/name access through a US provider
- What Bryony needs from school:
  - For the teachers to tally the grade 6's with a series of questions (Bryony will develop list of questions)
  - For school to coordinate a time for photos: School photo, Admin Photo & Teacher Photo. Bryony or Glen can take the pictures!

### **Dates for next Year's HSA**

- Ms Gourlay will send out as soon as 2023-24 calendar is released
- Next year we will alternate Tuesdays and Mondays each month; keep 7:00pm time