

Millen Woods School Council

June 11, 2025 Meeting Minutes

Volunteer Appreciation Event

- Make Your Own Sundae & Social
- 6:00 pm

Welcome & Introductions: Ashley

- Call to order: 6:41 pm
- Land acknowledgement
 - Will begin meetings with land acknowledgements in September 2025
- Review and approval of agenda: Kristen
- Review and approval of May Minutes: Sarah

Administration Report: Karen

- Allocated an additional half-kindergarten class
- Grade 1 teacher opening, 247 applicants
- Track and Field went really well, only one injury
- June 20 Area track meet is upcoming
- Met the new principal today
 - 40% indigenous population at her former school, many high needs kids
 - Family lives in Ottawa
 - Experienced principal
 - Has to finish the school year in her current board, then begins with us
- KidsAbility fundraising at the end of the year, selling bracelets that kids have made

Action: Ashley and Emily, walk the new principal through the budget, get the gaga ball pit on her radar

Action: Steph, take a picture of the new playground when it's up, print it, put it in a frame with a plaque thanking the donors

Action: Karen, ask Ann to pull a list of donors

Finance Report: Raj/Ashley

- \$1000 shy of popcorn forecast, but made up in other areas
- \$20,500.78 total in fundraising for the year (!)

Kindie Playground - Status Update & Donor Recognition

- Second half of August
- Hoping it's done for Sept

Spring Fundraiser - Ice Cream Sandwiches

- Great outcomes, 2 more dates left
- GF, DF, regular is working well

Year-End Event - Wed. June 18 - Update

- How many lollies
 - 12 boxes
- Sarah will pick up wet wipes for popsicle fingers
- Rename: LOLLY-PALOOZA!

Action: Ann, send out a reminder via SchoolDay, note that the bathrooms will be closed

2025-2026 Council Budget: VOTE REQUIRED

- Unanimous vote of approval

Action: Ashley, send Karen a copy of the budget for the new principal

Meet the Community - Wed. Sept. 10 - Update

- Ashley confirmed the book fair
- Doing pizza, selling whole pizzas that families can order ahead, and have it arrive at ~5:30 pm in their warming bags
- Use the school's folding tables to set up the pizza on
- Food trucks booked 5-7 pm, can come to set up as early as 4:30 pm
- Sarah booked Beaver Tails
- Kristen booked Mega Cone
- Classrooms will be open 5-6 pm
- Put the school council flyer on pizza boxes

Action: Sarah, confirm that BeaverTails will not bring any nut options

Action: Ashley, create a flyer that outlines the fundraising goals and events planned for the year, and a QR code that allows parents to donate to particular items

Council 2024 - 2025 Report for Parents

Action: Ashley, send out the list of positions available, expected commitments to go out alongside the report

Teacher Appreciation - June 23

- Has been organized
- Ashley will pick up the items

2025 - 2026 Council Calendar of Events

- Terry Fox Run
- Oct product fundraiser
 - readathon, or a product
- Oct 1-15 Cold Weather Clothing Drive

- Ask Sandowne first if they need anything
 - Forest Heights second
- Wed Nov 19 Family Movie Night
 - Popcorn, pizza
- Nov 24-28 Week of Giving
 - Ashley will check with the principal to see if the teachers still want to run it, or if council will run it
- Thurs Jan 15 Winter Wonderland
- March 6 Dance-a-thon
- May ProGRANT Family Night
 - Free event for families
 - Someone reached out to Karen through Amy Ballentine
 - Maybe a gardening event through them
- Thurs June 18 End of Year Lolly-Palooza
- Standard fundraising planned:
 - Mabels Labels
 - Factory Shoe
 - Lunch program
 - Ice cream sandwiches in April, May, June
 - Popcorn Fridays
- A new kindergarten family owns the Kebab Shack on University
 - They catered a free lunch for all the staff and it was excellent

Action: Ashley, look into adding the Kebab Shack to ESNS.

Action: Ashley, look into days for lunches, potentially adding a third day. Karen suggested Monday, Wednesday, and Friday.

2025-2026 School Council Positions

- Positions that are required to be filled:
 - Chair/Co-chair
 - Technology Officer
 - Communications Officer
 - Secretary
 - Treasurer
- Will be selected at the first council meeting in Sept
- First council meeting, Wednesday of Sept 17, 2025 at 6:30 pm, no virtual option

Adjournment: 7:38 pm

**MILLEN WOODS SCHOOL COUNCIL
ATTENDANCE SHEET FOR June 11, 2025**

#	Name	Position	Email	Initial for Attendance
1.	Karen Grant-O'Grady	Principal	karen_grantograde@wrdsb.ca	KGO
2.	Ashley Feeney	Co-Chair	ashleylfeeney@gmail.com	AF
3.	Emily Lutz	Co-Chair	emilywyss@gmail.com	EL
4.	Erin Evans	Co-Secretary	erinnfranklin@gmail.com	EE
5.	Steph Honour	Co-Secretary	stephaniemhonour@gmail.com	SH
6.	Raj Pancha	Treasurer	Rajathepan@hotmail.com	
7.	Sarah Nickel	Co-Communications Officer	nickelsarahm@gmail.com	SN
8.	Rachel Sarchielli	Co-Communications Officer	sarchrachel@gmail.com	
9.	Jake Billo	Technology Officer	jake@billo.ca	JB
10.	Colleen Araya	Volunteer Coordinator	colleenmw@hotmail.com	
11.	Dan Collens	Voting	dan.collens@gmail.com	DC
12.	Pradeep Chandran	Voting	pradeep24s@gmail.com	PC
13.	Kristen Smith	Voting	kj_martin@hotmail.com	KS
14.	Daniella Cross-Henderson	Voting	daniellacross@gmail.com	
15.	Julia Klein	Voting	julia.kleinhb@gmail.com	
16.	Maryam Elsabagh	Voting	maryam_rashad@hotmail.com	
17.	Nicolas Mellet	Voting	nicolas.mellet@net.com	
18.	Sandra Ribes	Voting	mrs.s.ribes@gmail.com	
19.	Sarah Boss	Non-Voting	Slouboss@gmail.com	
20.	Hamed Hashemi	Non-Voting	s.h.hashemi65@gmail.com	
21.	Meaghan McGloin	Non-Voting	meaghan.mcgloin@gmail.com	
22.	Rebecca Kennedy	Non-Voting	re.mortlock@gmail.com	
23.				
24.				
25.				
26.				
27.				
28.				
29.				
30.				

Millen Woods Public School
School Council
Monthly Report 2024/25

	September	October	November	December	January	February	March	April	May	June	September	YTD totals	Budget 2023/2024	
Opening Balance School Council Account	26,974.56	28,730.62	29,768.63	30,030.09	30,030.09	30,456.35	30,768.59	32,070.01	33,227.71	36,256.81	36,275.76	36,275.76	36,275.76	
Opening Balance WEFI Account	25,760.64	25,760.64	25,760.64	25,760.64	25,760.64	25,760.64	25,760.64	30,297.41	30,297.41	30,322.41	30,322.41	30,322.41	30,322.41	
Fundraising Activities (Revenue)														
WEFI Donations												0.00	0.00	
ESNS (Lunches - Tuesday, Thursday, 1 Friday a month)	2,673.65					1600.50	1332.95		1350.05			6,957.15	5,500.00	
Mabel's Labels (ongoing)	128.40											128.40	100.00	
TruEarth (ongoing)												0.00	0.00	
Factory Shoes (ongoing)												0.00	300.00	\$445 sitting in Factory Shoe Account
Meet the Community (Sept)			170.00									170.00	200.00	Food Trucks
Fall Fundraiser (Oct) - Esta Chocolates		468.00	354.49									822.49	1,000.00	
Winter Wonderland (January)					306.00							306.00	200.00	Pizza Sales
Winter Fundraiser (March) - Dance-a-thon							5641.27		25.00			5,666.27	5,000.00	
Movie Night (May 1) - Pizza and Popcorn									70.01			70.01	0.00	
Year-End Social (June 11)												0.00	0.00	
Popcorn Sales	694.00	978.00	275.00		1438.00			942.04	1116.00	66.00		5,509.04	6,400.00	
Spring Fundraiser - Ice Cream Sandwich Sales (April, May, June)								362.00	449.76	26.00		837.76	500.00	
HST Rebates								-86.34				-86.34	0.00	
Dominos Family Pizza Night									120.00			120.00	0.00	
Fundraising Activities total (School Account)	3,496.05	1,446.00	799.49	0.00	1,744.00	1,600.50	2,437.45	1,217.70	3,105.82	92.00	0.00	0.00	15,939.01	
Fundraising Activities total (WEFI)	0.00	0.00	0.00	0.00	0.00	0.00	4,536.77	0.00	25.00	0.00	0.00	0.00	4,561.77	
Fundraising Total (both accounts)	\$3,496.05	\$1,446.00	\$799.49	\$0.00	\$1,744.00	\$1,600.50	\$6,974.22	\$1,217.70	\$3,130.82	\$92.00	\$0.00	\$0.00	\$20,500.78	19,200.00
Expenses														
General Administration			130.04		56.87	\$59.48	63.35		76.72	73.05		459.51	500.00	
Home & Classroom reading												0.00	1,500.00	
Grade 6 Graduation												0.00	200.00	
Playground bins (13 classes x \$75)	\$720.93											720.93	500.00	refill in spring 2025
Musical Instruments Reserve						260.00						260.00	200.00	piano tuning
Extracurricular Clubs												0.00	0.00	
Playground Maintenance												0.00	0.00	
Donation to another School								60.00				60.00	0.00	
Enrichment - School Trips/Transportation	\$509.53					203.81						713.34	2,500.00	allocated \$200/class
Enrichment - School Events or Resources												0.00	5,000.00	
Dance-a-thon							1072.68					1,072.68	1,000.00	DJ and photobooth
Area Track Meet Bussing	\$509.53											509.53	500.00	
Popcorn Purchase		407.99	407.99		374.40	\$764.97						1,955.35	2,500.00	
Student Subsidies												0.00	100.00	
Athletics Requests												0.00	500.00	carry year over year
Grounds Maintenance (plants, mulch, garden supplies)												0.00	750.00	
Winter Wonderland					886.47							886.47	1,200.00	
Playground Improvement												0.00	1,500.00	carry year over year ... Gaga Ball Pit \$3000
												0.00	0.00	
												0.00	0.00	
Expenses total	1,739.99	407.99	538.03	0.00	1,317.74	1,288.26	1,136.03	60.00	76.72	73.05	0.00	0.00	6,637.81	18,450.00
Ending Balance School Council Account	28,730.62	29,768.63	30,030.09	30,030.09	30,456.35	30,768.59	32,070.01	33,227.71	36,256.81	36,275.76	36,275.76	36,275.76	36,275.76	
Ending Balance WEFI Account	25,760.64	25,760.64	25,760.64	25,760.64	25,760.64	25,760.64	30,297.41	30,297.41	30,322.41	30,322.41	30,322.41	30,322.41	30,322.41	
Total Balance	\$54,491.26	\$55,529.27	\$55,790.73	\$55,790.73	\$56,216.99	\$56,529.23	\$62,367.42	\$63,525.12	\$66,579.22	\$66,598.17	\$66,598.17	\$66,598.17	\$66,598.17	750.00

2025/2026 DRAFT Budget

A.	School Council Starting Balance	32,070.01	
	WEFI Starting Balance	30,297.41	
	Further revenues: April - June		
	Kindie Playground		
	Further expenses: April - June Expenses	50,000.00	
	Estimated Fundraising total	12,367.42	should be at least \$2,000 for gagaball pit & athletic request carry forward
	Fundraising activities (estimate)		
	ESNS Lunches	ongoing	5,500.00
	Friday Popcorn Sales	ongoing	6,400.00 based on 100 cases (32bags/case) at \$2/bag
	Mabel's Labels	ongoing	100.00
	Factory Shoe	ongoing	300.00
	Meet the Community	Sept. 10	200.00 Food Trucks
	Fall Fundraiser	October	1,000.00
	Winter Wonderland	Jan. 15	200.00 Pizza Sales (Pre-Order and Slices available night of the event)
	Dance-a-thon & Photo Booth	Mar. 6	5,000.00
	Movie Night	Nov. 19	400.00 Popcorn & Pizza Sales (Pre-Order & slices night of the event)
	Ice Cream Sandwiches	Apr. 13, May 11, June 15	1,000.00
	Year-End Social	May 5	0.00
B.	Estimated Fundraising total	20,100.00	
	Expenses (estimate)		
	General Administration		500.00
	Decodable Texts		1,000.00
	Grade 6 Celebration		200.00
	Playground bins		750.00 refill in spring 2026
	Kindie Playground Upgrades (bikes, equipment, etc.)		2,500.00
	Musical Instruments or Piano Tuning		275.00
	Extracurricular Clubs		0.00
	Playground maintenance		0.00
	Donation to another school		0.00
	Enrichment - School Trips/Transportation		2,500.00 allocated ~\$200/class (12 classes)
	Enrichment - School events, technology replace, resources		2,500.00
	Dance-a-thon		1,200.00 DJ and Photo Booth rental
	Area Track Meet Bussing		500.00
	Friday Popcorn Purchase		2,500.00 (100 cases at 32bags /case) at \$24/case
	Student subsidies		100.00
	Athletics requests		500.00 carry forward budget year over year
	Grounds Maintenance (mud hill mulch & garden clean up)		750.00 carry forward budget year over year
	Winter Wonderland		1,200.00
	Student Prizes		300.00
	Teacher Appreciation		200.00
	Playground Improvement		1,500.00 GagaBall Pit \$3000 2025/2026 install
C.	Estimated Expenses Total	18,975.00	
A+B-C	School Council Projected Surplus	1,125.00	surplus should be at least amount in carry forward

Draft budget presented to Karen on March 24, 2025

Draft budget presented to Council on April 9, 2025

Budget approved unanimously on June 11, 2025



Fundraising Calendar for the 2025 - 2026 School Year

To help our families plan for the school year, see the calendar below, which illustrates when fundraising campaigns are anticipated to begin. As always, families are not obligated to participate in these campaigns; however, your family's participation is much appreciated and helps support many enrichment activities that form part of the school year!

MONTH	FUNDRAISER (FUNDS RETURNING TO SCHOOL)	CHARITABLE DONATION (MONEY TO OUTSIDE CHARITY)
September	Meet the Community Night (Food Trucks) & Book Fair - Wed. Sept 10	Terry Fox Run (donation completed online)
October	Fall Fundraiser	Cold Weather Clothing Drive - Oct 1 - 15
November	Family Movie Night (popcorn & pizza for purchase) - Wed. Nov. 19	
December		Week of Giving: Nov. 24 - Nov. 28
January	Winter Wonderland (free event for families) – Thurs. Jan. 15	
February		
March	Dance-a-thon Fundraiser – Fri. Mar. 6	
April		
May	PROGrant Family Night (free event for families) - Tues. May 5	
June	Year-End Social – Thurs. June 18	
Ongoing	1) Mabel's Labels - https://mabelslabels.ca/en_CA/ Select "Support a Fundraiser" and type "Millen Woods Public School (Waterloo)" 2) Factory Shoe - mention Millen Woods at checkout in-store or use code: 0350025 online at checkout https://www.factoryshoe.ca/ 3) Lunch Program – Tuesday (Dominos), Thursday (Pita Pit, Subway, Boston Pizza and Guac Mexi Grill), First Friday of the Month (Menchies), other Fridays (Popcorn) 4) Ice Cream Sandwiches - April 13, May 11, June 15 5) Directed donation through WRDSB https://www.wrdsb.ca/wefi/donate/ a. Under "Donation Details" select Millen Woods PS -0519 under the "Fund" drop-down menu	