SOUTH DORCHESTER PUBLIC SCHOOL

SCHOOL COUNCIL and HSA Minutes
Monday, Sept. 21, 2026 at 6:30 PM

1. **Welcome, introductions and call to order**

   - Meeting called to order by Cassondra at 6:35 pm

2. **Approval of agenda** *(make motion)*

   - Motioned to approve agenda made by Sara, seconded by Pam
   - Agreed on by all in attendance, motion carried

3. **Conflict of Interest** – declarations

   - None to delcare

4. **Attendance**

School Council and H&S Executives	**School Council and H&S members in Attendanc**
Chair: Cassondra Gonder Co-Chair: Rachel Parking Treasurer: Becky Moore (H&S Association) Treasurer: Maggie Dunford (School Council) Secretary: Sara Carruthers	Amie Sparzynski Pam Hastie Shannon Armstrong Shayla McGlone Gail Ryan Terri Finley Colby Mauer Natalie Pidzula
School Staff	**Regrets**
Katie Jeffries (Principal) Madame Madison Lucio (Teacher) Patty Wakem (Teacher)	Avery Ormston Carolyn McDowell Cheryl Durkin (may not be rejoining) Micaela Cherevaty (may not be rejoining) Casey Brown (may not be rejoining)

5. Approval of Minutes of previous meeting

- Motion to approve made by Rachel, seconded by Pam
- Agreed on by all in attendance, motion carried

6. School Council Financials

6.1. Appendix A - See appendix A below for final statement from the 2025 / 2026 school year

- Balance as of Sept 1st 2025 was $20,183.93
- Funds in:
  - $0.0
- Funds out:
  - $20,000 funds moved to cover the cost of new Belmont Meadows playground equipment
- Year end balance of account is $183.93
  - $29.34 is dedicated to Technology which is currently undesignated
  - $154.59 is dedicated to general school council funds which is currently undesignated

7. Principal Report

- Great start to the year
- Soccer has started
  - Tournament tomorrow
- Cross country has started
  - There is a meet on Oct 6th
- New school
  - School is only a week behind and still set to open in January
  - Playground anticipated to be assembled in the spring
    - Still waiting to see if there will be a place for the NEW accessible swing
  - Tarmac is supposed to go in in October
  - Open house for the old school is possibly going to take place in November
  - Questions for the new school:
    - Who will still be bussed? If you live 1.6km (driving) distance you will still take the bus
    - It is still unknown when will we officially become Belmont Meadows
    - Will the new school have bike racks?
  - New furniture for the WHOLE school
    - All the supplies in the new school will be new
  - At the new school all doors will be locked and outsiders will need to be buzzed in
  - The yard will also be full fully fenced, and the Kindergartens will have their own fenced area
- Donna is leaving
  - There will be a temporary secretary until her permanent replacement has been selected
  - Security of who's in and out / allowed to pick up kids will be tightened since the between new secretary and principal office staff will not be as familiar with Families / who's allowed to pick up kids

8. Hot Lunch Update

- volunteers are good for Wednesdays, but we need more for Fridays
  - One of our regular Wednesday volunteers may not come to the new school
- We have a new vender for this year, town and Country from Dorchester

- They are doing chicken fingers, hot dogs, hamburgers
    - We were questioning whether the ketchup and mustard comes on it? Or it they are packets?
    - Packets may get very messy especially for the younger kids
        - Perhaps we could by bottles of ketchup and mustard for the classes?

Where will Hot Lunch Funds be allocated:

- Cassondra motioned for hot lunch funds to go to teacher requests, motion seconded by Pam
- Agreed on by all in attendance, motion carried

9. Home and School Association Financials

9.1. **Appendix B1 –** See appendix B2 below for financials since our last meeting May of 2026

- Balance as of last meeting: $68324.87
- Money in: (totaling $29,897.37)
    - $1248.00 Lunchbox
    - $31.75 credit deposit
    - $150 Correction (SHAYLA)
    - $60 yard sale donation
    - $10,858.62 Smile Cookies
    - $2,500 Oldtimers donation
    - $5000 Elgin St Thomas Community Foundation donation
    - $10,049.00 Lions and Zeffy donation
- Money Out: (totaling $ 3,810.36)
    - $1,653.51 Cheque $ 646 Teacher Requests (Cassondra)
    - $1600 16 individual cheques written to teachers (see Appendix for full list) for $100 each for teacher appreciation
    - $556.85 cheque # 4 written to Shayla for hot dog day
- Difference of: $ 26087.01
- Current Balance: 94,411.88
- Reserved funds: $94,039.27
    - $200 chq's 658 (Vint) and 663 (Blue) for $100 each outstanding from teacher appreciation
    - $87,160.27 Playground
    - $6679.00 new school start up
- Unassigned and available at year end: $372.61

9.2. **Appendix B2** - See appendix B below for total list of Revenue and Expenditures for the 2025-2026 year

- Starting Balance as of Sept 1st 2025: $7825.98
- Our total revenue for 2025-2026 was: $94433.47
- Our total for expenses for 2025-2026: $7822.57
- Balance as of our year end on Aug 31st : $94436.88

$25 difference of two year end reports ?

9.3. Membership is $25 for the year, collected tonight

- Link sent to everyone before tonight's meeting to pay
- Dues must be paid by end of the month

2026-2027 Budget

- Motion to approve the budget made by Pam, seconded by Sara
- Agreed on by all in attendance, motion carried

10. Spend Request – School Council

- none

11. Spend Request – Home and School

11.1. Insurance - $150

11.2. Open House – possibly Nov 26th 5:00-8:00

- A night to come say goodbye to the school before Belmont Meadows open in January
- Cassondra motions to spend up to $1000 from thanksgiving pie sales, seconded by Pam
- Agreed on by all in attendance, motion carried

11.3. Sandbox toys for the Kindergarten students $50

- Cassondra motions to spend up to $100 from Meet the Teacher Pizza Sales on sandbox toys, seconded by Rachel
- Agreed on by all in attendance, motion carried

12. New Belmont School Playground Equipment Fundraising

12.1. Last year was incredible!

- There's questions about whether the new equipment is accessible which is an issue
  - Schoolboard wants to see if the plans can be re-assed to be more accessible.
  - Both sets don't necessarily need to be changed, so long as one of the two is accessible.
- The price may also being going up
  - Natalie is also wondering how locked in we are to this vender
    - There's new equipment in Aylmer and theirs is much larger for a smaller price
- Shannon also would like to know about getting something to recognize the donners (particular the old timers and Lions
  - This new equipment would not have been possible without their very generous donations
- Can we also things about putting something else in the kinder area
  - "natural play structures"
  - Mrs Jeffries will look at some options to present to us
- The new equipment will likely go in over march break if not over the summer

13. Fundraising

13.1. Meet the Teacher Pizza

13.1.1. Oct 1, 2026

- As with previous years it will take place from 4:00-6:00

13.1.2. Pre-order with Zeffy

- This year the pre-order will be JUST for whole pizza's not individual slices
    - Individual slices will be available for purchase the night of
- Both cheese and peperoni available, plus you can do a chip and drink combo
- Whole pizza Combo price $30
- Just pizza $20
- Individual Combo $6

13.1.3. Help to hand-out

- Set Up
    - Shannon and Cassondra
- Hand out
    - Amie and Pam

- As voted on above, Cassondra motioned to have $100 from meet the teacher to go towards sandbox toys for the Kindergarten classes. This was seconded by Rachel
- Agreed on by all in attendance, motion carried
- Cassondra further motioned at all remaining funds go towards the SDPS open house, this was seconded by Pam
- Agreed on by all in attendance, motion carried

13.2. Pies for Thanksgiving

13.2.1. Order with Zeffy

- Deadline to order Sept 30th at noon
- There will be a limited number of fried pies this year (200)

13.2.2. Help to sort and hand out Oct. 8, 2-6pm

- Pick up is at 2:00 hoping to sort at the Arena
    - Shannon, Cassondra and Colby can pick up
- Sort will be after pickup
    - Natalie, Shannon, Cassondra
- Families pickup
    - Cassondra
    - Maggie
    - Sara

- As voted on above, Cassondra motioned to spend pie funds on the SDPS open house night, this motion was seconded by Pam
- Agreed on by all in attendance, motion carried

13.3. Columbia Outlet

- Columbia passes and 10% will go to the school

- No vote was taken for these funds as it has not yet been finalized

13.4. Christmas Bake Sale

- There will NOT be a Christmas concert this year
    - It's simply going to be too busy this year with the school moving over the Christmas break

13.5. Family Flowers again?

- Was a last minute Christmas fundraiser last which was very successful
- Perhaps we could get info from them to see what their spring packages are too?

13.6. Spaghetti Dinner

- We will discuss this closer to the event

14. School Council Elections

- Current Positions:
  - Cassondra Chair
  - Rachel Co-Chair
  - Maggie Treasurer
  - Sara Secretary

- Call to see anyone if anyone would like to take over a position
  - No volunteers to take a position
  - All current position holders are willing to continue
- Pam Motions to keep the same, Seconded by Shayla
- Agreed on by all in attendance, motion carried

15. Future Meeting Dates:

Nov. 9, 2026 (virtual)
Jan. 11, 2027 (virtual)
March 1, 2027 (virtual)
May 3, 2027 (in person)

Meeting Adjourned by Cassondra at 8:28 pm

Appendix A: School Council Final report

2025/2026 SDPS - FINAL School Council Treasurer Summary (Cash Basis)
For the year ending Aug 31, 2026

Prepared by: Maggie Dunford
Treasurer, SDPS School Council

DETAILS OF FINANCIAL ACTIVITY

FUNDS RAISED

Fundraiser	Category (Funds Raised for)	Revenue (money IN / family spending)	Costs (money OUT / expenses)	Profit (Net Funds Raised)	Percentage of total fundraised profits	Profit Margin*
		-	-	-		
Totals				$ -		

*Profit Margin - % of profit/net funds raised for each dollar spent/donated by SDPS families/community members

FUNDS SPENT FOR SCHOOL / PURCHASES

Category	Purchase Details	Amount $	Total $	% of funds spent
SCFunded - Future Belmont School	Funds transferred to the new Capital Account for Belmont Meadows School Playground Climber	20,000.00	**20,000.00**	**100%**
Totals			**$ 20,000.00**	**-**

FINANCIAL SUMMARY

Opening Balance, (Sept 1, 2025)				**$ 20,183.93**
Plus Net Funds Raised			-	
Plus HST Rebates for purchases (to Shool Council Funds)				
Less Funds Spent / Donated Purchases to School			(20,000.00)	
Net Financial Activity (cash basis)				(20,000.00)
Ending Balance (Aug 31, 2026)				**$ 183.93**

Made up of the following fund balances:	**Designation Notes**	**Designated**	**Undesignated**	**Total**
SC Funded Technology in the Classroom		-	**29.34**	29.34
SC School Council Funds		-	**154.59**	154.59
		$ -	**$ 183.93**	**$ 183.93**

Appendix B1: Home and School Association since final meeting in May

		Home & School Association			
		Treasurer's Report			
		May 1, 2026			
		to			
		August 31, 2026			
					Current Period
Beginning of Period Bank Balance					68,324.87
Incomes			Gross Income	Expenses	Net Profit
	LunchBox (school Startup)		1,248.00		1,248.00
	Credit Deposit		31.75		31.75
	Correction Shayla		150.00		150.00
	Julie Neufeld (Playground Yardsale Donation)		60.00		60.00
	Tim Horton's Smile Cookie (playground)		10,858.62		10,858.62
	Old Timers (Playground Donation)		2,500.00		2,500.00
	Elgin St Thomas Community Foundation (playground donation)		5,000.00		5,000.00
	Lions and Zeffy Donation (Playground)		10,049.00		10,049.00
			29,897.37	0.00	
Total Incomes					29,897.37
Expenses					
	Cheque 646	Teacher Requests (Cassondra)			-1,653.51
	Cheque 661	Teacher Appreciation Jamison			-100.00
	Cheque 660	Teacher Appreciation Lucio			-100.00
	Cheque 656	Teacher Appreciation Fleurie			-100.00
	Cheque 651	Teacher Appreciation Lobb			-100.00
	Cheque 659	Teacher Appreciation Fournier			-100.00
	Cheque 653	Teacher Appreciation Westaway			-100.00
	Cheque 657	Teacher Appreciation Rigby			-100.00
	Cheque 650	Teacher Appreciation Wakem			-100.00
	Cheque 655	Teacher Appreciation D'Alessandro			-100.00
	Cheque 662	Teacher Appreciation Webster			-100.00
	Cheque 664	Teacher Appreciation Clarkson			-100.00
	Cheque 649	Teacher Appreciation Chalmers			-100.00
	Cheque 648	Teacher Appreciation Wilson			-100.00
	Cheque 4	Shayla Hot Dog Day			-556.85
	Cheque 652	Teacher Appreciation Sodhi			-100.00
	Cheque 647	Teacher Appreciation DeBoer			-100.00
	Cheque 654	Teacher Appreciation Oliver			-100.00
Total Outflows					-3,810.36
Change in Bank Balance for Period					26,087.01
End of Period Bank Balance					**94,411.88**
			Outstanding Cheques	658 - Vint	100.00
				663 - Blue	100.00
			Playground		87,160.27
			School Startup		$6,679.00
			Available Funds		**$372.61**

Notes:		
Reserved Funds for Playground		
24/25 Hot Lunch	$4,658	
24/25 Touch A Truck	$637.25	
25/26 Hot Lunch	$249.50	
Central Elgin Grant	$5,000	
Lions Donation	$10,000	
Westminister Mutual Insurance	$7,350	
London Air Show	$1,000	
Zeffy QR Code	$2,798	
Elgin County Grant	$12,000	
Home Tour	$5,000	
Swans	$10,000.00	
Julie Neufeld Yardsale	$60.00	
Tim Horton's Smile Cookie	$10,858.62	
Old Timers	$2,500.00	
Elgin St Thomas Community Foundati	$5,000.00	
Lions and Zeffy Donation	$10,049.00	
	$87,160.27	
Fundraisers	**Designation**	**Amount**
Meet The Teacher Pizza	Technology	734.73
Family Flowers	Teacher Requests	692.19
Bake Sale	STEAM	1080.3
Nov/Dec Hot Lunch	Spend Requests	1199
Mables Labels		80.67
Penny Table and silent auction	New School	2455
Country Flavour Rites	Teacher requests	769.00
Hot Lunch	general funds/ spend reques	703.5
Spaghetti Dinner	New School	600
Tim Hortin's Smile Cookie	Playground	10858.62

Appendix B2: Revenue and Expenditures for the 2025-2026 year

South Dorchester Public School
Home & School Association

Statement of Revenue and Expenditures
For the fiscal year ending August 31, 2026

REVENUE	# Income	# Expense	# Net
membership fees	400.00	-550.00	-150.00
Meet The Teacher Pizza (Tech)	1725.00	-990.27	734.73
Credit	60.83		60.83
Lunchbox	3771.00		3771.00
Donation	1.50		1.50
Family Flowers (Teacher Requests)	2655.00	-2005.31	649.69
Mabels Labels	80.67		80.67
Bake Sale	1037.80		1037.80
Cojntry Flavour Rite - Pies (Teacher Request:	3024.00	-2255.00	769.00
OFOHS TAX Reciept	7350.00	-7500.00	-150.00
Correction SM	150.00		150.00
	20255.80	-13300.58	6955.22

Playground	# Income	# Expense	# Net
Eligin Grant	5000.00		5000.00
Lions	20000.00		20000.00
Westminister Mutual Insurance	7500.00		7500.00
London Air Show	1000.00		1000.00
Zeffy	2879.13		2879.13
LunchBox	249.50		249.50
Spaghetti Dinner	2376.00		2376.00
Spaghetti Dinner Penny Table	1975.00		1975.00
Spaghetti Dinner Silent Auction	480.00		480.00
Spaghetti Dinner - Lions Donation	600.00		600.00
Elgin County	12000.00		12000.00
Swans	10000.00		10000.00
Home Tour	5000.00		5000.00
JN Yardsale Donation	60.00		60.00
Tim Horton's Smile Cookie	10858.62		10858.62
Old Timers	2500.00		2500.00
Elgin St Thomas Community Foundation	5000.00		5000.00
	87478.25		87478.25

TOTAL REVENUE	**94433.47**

# EXPENDITURES	# Column 1	# Column 2	Column 3
Peter Pan		-1032.15	
Gingerbread Houses		-47.53	
Teacher Requests		-262.68	
Teacher Requests		-445.24	
South Dorchester Chromebooks		-1724.61	
South Dorchester Grad		-500.00	
Teacher Requests		-1653.51	
Teacher Appreciation		-1600.00	
Hot Dog Day		-556.85	
		-7822.57	
TOTAL Income This Year		86610.90	
Previously in Bank Account		7825,98	
Total As of Aug 31		**94436.88**	
Statement of Financial Position			
As at August 31, 2026			
ASSETS			
Cash & Bank		94436.88	
TOTAL ASSETS		**94436.88**	
LIABILITIES			
Accounts Payable		87678.25	

TOTAL LIABILITIES		**87678.25**	
NET ASSETS			
Unrestricted			
Undesignated		6758.63	
TOTAL NET ASSETS		**6758.63**	
TOTAL LIABILITIES AND NET ASSETS		**94436.88**	
Financial Statements Prepared by:			
Becky Moore, Treasurer		Sept 21, 2026	
		Date Prepared	