

Dunwich-Dutton Public School Council / Home & School Association



Meeting Agenda Date: January 12, 2026 Time: 6:00pm Location: Library



- 1) **Welcome: Melanie, Erin, Christy, Michelle, Samantha, Brittany, Ashley, Courtney, Karly, Helen, Sonia, Emily, Becky, Brooke**
- 2) **Approval of minutes from November 3, 2025 meeting – Helen motioned to accept and Emily seconded.**

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- 3) **Approval of financial report – Sonia motioned to accept and Ashley seconded.**
 - a. **Funds thus far: \$13,246.39**
 - b. **Outstanding Funds:** the library furniture and some other smaller items are still waiting to come out.
 - i. There was some discussion on staff getting gift cards from our fundscript program. This will be discussed more at our next meeting to decide when we will give the teachers gift cards. Maybe at the end of the year, or on Teacher Appreciation Day.
 - ii. There was discussion on us giving our crossing guard volunteer a gift card. More discussion to be had regarding this on our Messenger group.
- 4) **Principal Report –**
 - a. **Update on School Drop Off/Pick Up:** no new update, Melanie will reach out to the Board for an update on when School Admin will address our petition.
 - b. **Celtic Field Trip:** still waiting on Board approval
 - c. **January 30th is a PA Day**
 - d. **Term 2 report cards go home February 20th**
 - e. **FDK Registration:** closes on January 30th. We need to try and make everyone aware of this, as this is an earlier closing date compared to previous years. The Wallacetown Fair Board will put it on their sign in Dutton. We will also post about it on our Facebook page.
 - f. **Investigating in Children:** on February 10th Kindergarten to Gr.3 families will be invited to the school for a night focused on math and literacy.
 - i. Parent Council also asked Erin B. to look into an information session, for the older grades, on gaming/vaping/addictions/social media/mental health.
 - g. **Signage:** There isn't any grant funding right now for Wayfinding signs as we had hoped, but there is funding for no idling signage in the parking lot. There are also plans to have the parking lot remarked/painted this summer.
 - h. **Teacher Changes:** there are some switches that took place over the winter break, 3 teachers have someone else currently covering for them
- 5) **Teacher Report –**
 - a. Winter Feats Thank You!! This event went so well! There are no new suggestions for next year, and the schedule of the events seemed to go very smoothly.
 - b. Lots of clubs still running (like knitting club and volleyball games)
 - c. Yard Revitalization Project: the aim to create a living classroom where there is a focus on planting more trees/bushes, habitat creation, education on endangered species, gardening,

soils, and ecology. There will be a proposal ready to go to the community and school early May, and it will be a 3 year plan.

- d. Possible Skating Trip: planned for the Gr. 2-8 and will run in March. Older and younger classes will be teamed up for this event, provided there is enough interest/attendance.

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- 6) **Approval of financial report** –Emily motioned to approve the minutes and Samantha seconded it.
 - a. **Current Funds: \$4,484.20**
 - i. Plus Factory Shoe has \$235 in funds for us, and Olivers Labels has \$75.40 for us.
 - b. **Fundraising Plans:** none.
- 7) **Update on Items:**
 - a. **Winter Feast Update:** This event ran so smoothly! There are no recommended adjustments for next year.
 - b. **McDonalds Fundraiser Update:** still waiting on funds to actually come in, but it was a great night of community support. We certainly surprised McDonalds staff and owners with our community support!!
 - c. **Mitchell's Soup Fundraiser Update:** \$1494.34 was raised for us!! It is a great fundraiser, especially since the program automatically emails everyone who ordered previously from each student. If this is a fundraiser we are looking to have again next year, we will need someone to run it. Is anyone interested?
 - d. **Karate Program:** is all ready to go!! The form will be going out soon, it will run 3:30-4:15 on set days in February, we are still searching for volunteers to help supervise, children will go right from their classroom to the gym, it will be made public on Wednesday and we will help support it by advertising and spreading the word.
 - e. **Quarter Auction Fundraiser:** licensing is through the Municipality, we can do a 50/50 raffle, we are thinking early March in the school gym, however Erin is looking into this further. Jenny will go back to the teachers to see if they can provide some art work to auction off.
- 8) **New Business:**
 - a. **Discussion on LunchUP/LunchBOX program for meals:** Pizza Day is a ton of work for Sarah, LunchUP/LunchBOX would eliminate so much of this work for her. With LunchUP, there is no restaurant fee, Parent Council would be set up as the vendor for Dave, which Emily will have access to, so she can get the reports to pass along to him. Parents would have the opportunity to order the meals up until a certain date (maybe the week before the meal) so parents would have more time to order meals, and this way their purchases of meals for their children can be more spread out, instead of 6 or so meals at a specific time. We would have to figure out payment for Dave however as Sarah wouldn't be able to write the weekly cheques anymore. Emily will quiz Dave on doing a monthly cheque. There is a 69cent per service meal fee with LunchUP, though there is some confusion on how this fee is rolled out, we will look into this further. Melanie will check on the fees that are associated with LunchBOX, as we know there are some. Ideally, we can discuss this at the next meeting and have an answer before the new round of Pizza days roll out in March. When comparing the two programs, there is a better deadline system that we have control over with LunchUP, and that would make things easier. Either way, we would only want one program (either LunchBOX or LunchUP) for all these meals.
 - b. **End of Year Spring Dance:** We will likely have to pay for the Community Centre this year, Jenny will reach out to the teachers for their input, and Mel will reach out to DJ

Alpha for music and photo booth information. Further discussion to be had at our next meeting.

9) Next Meeting: February 2, 2026 in the Library

10) Adjournment: Courtney motioned to adjourn the meeting and Becky approved the motion. Carried.