

# Griffith Woods School Council Meeting

Wednesday, May 27, 2026, at 6:30 p.m.  
Griffith Woods School Learning Common

## Meeting Minutes

**Attendees:** Shevaun P., Ashima S, Cathy U, Tracy B, Jennifer B, Jamie E, Jessica P., Geoff L, Jennifer S, Arshiya J , Jennifer S, Jill S,

**1. Call to Order, Welcome, Land Acknowledgement 6:36PM**

**2. Approval of Agenda**

- Error: Updated Social from K-6 and 7-9 to K-5 and 6-9
- Addition: 9.3 Grade 7 Humanities Book Request
- First: Arshiya
- Second: Jess

**3. Approval of Previous Minutes (April 15, 2026)**

- First: Jill
- Second: Cathy

**4. School Updates - Dr. Batycky and Mrs. Bombard**

- Two staff members retiring: Mr. Rathje, Ms. Day
- Staffing is late this year in June
- Tracy PAT's with all students

**5. Unfinished Business**

5.1. [Playground Structure](#) - Jessica P.

- Three have been rejected, one came to take measurements. Will be coming this week.

5.2. Cereal Box Dominos - Karina D.

- We collected about 2000 boxes of cereal.
- The winners were Ms Beach, Ms Viitala (who beat Mr. Sheen) and Ms. Chorney.
- The prizes for each class are being sorted out now.
- The plan for next year is to do something different, bring some new energy to the spring fundraiser. If you see any good ideas or have heard of any other cool big school fundraisers let us know!
  - Idea: CanStructure - Making structure out of cans

**6. Executive Reports**

6.1. Chairs - Karina D. and Shevaun P.

- Thanks to the school for putting on a wonderful Parent Volunteer Tea!

- Will try having the Parent Tea in the morning before school starts next year
- Per our bylaws, the executive needs to meet prior to the end of June. Will send out a Doodle poll.
- Got an email back from Patricia Bolger indicating that Manning did get six portable units for the school
- Her long-term thoughts are perhaps the kids in Discovery should be going to Manning as they would have capacity for this many students in the future.
- We'll wait to see what happens with it all and if they do change the designation
- The annual report is due by the end of June.

6.2. Secretaries - Laura B. and Ashima S.

- Storing Minutes in the office? Ashima will do this before June 25th

6.2.1. Offline Motions

- Should we have food Before AGM or September
  - Vote was September

6.3. Treasurers - Jill S. and Cathy U.

- Talk about \$500GC from BMO. We still have to still activate it. Has to be spent by June 2026.
- Roughly made \$12,000. Healthy Hunger brings in a good amount.

6.4. Communications - Shanelle D. and Alex M.

- Keeping up with posting on Facebook for spirit days, as well as minutes/agendas!

**7. Committee Reports**

7.1. Fun Lunch - Jenn G. and Sharon R.

- Will continue on

7.2. Garden - Jessica P.

- Weed Spray - Apple Fundraiser should cover this cost
- Mulch - Apple Fundraiser should cover
- Garden Club hasn't reached out
- Harvest Festival Garden committee in the past took on more for social part of the Harvest Festival. The garden committee will still manage

table but not games. If the social committee doesn't take over we just won't be able to do games.

- Apple Fundraiser same time next year

7.3. Social Committee - Laura B. and Sarah F. (K-5), Arshiya J. (6-9)

- **K-5**

- The K-5 Glow Dance was a success, we were really happy about it. We have good feedback from families. It didn't feel too busy compared to some of the K-6 events that had long lines and were a bit stressful. The breakdown of volunteer duties worked well, and hopefully made a big difference for Sarah! Our only miscalculation was pizzas. We had many many leftover pizzas. Cutting out the older grade 6 kids and their families cut down on the number of people, and the number of kids that eat more than 1 piece of pizza. Next year we are thinking about having pre-orders for pizza slices that you would purchase when buying tickets plus a few extra.
- Sarah and Laura have agreed to work together as co-chairs of the social events for the younger ages next year.
- We have already secured dates with the school for the Harvest festival (Sept 24), Halloween Dance (Oct 30) and we plan to bring back the Christmas Market (K-9 event Nov 20) next year. We will submit those to the city shortly.
- 350 tickets sold and 50 Volunteers
- We will offer social events for K-6 and 6-9 next year to give grade 6 students options.

- **6-9**

- Arshiya - Held a Bowling event in Splitsville May 15th. Considering changing the date for next year as it was a long weekend. We had only 2-4 volunteers. We had 43 attendees. Event Brite worked really well.
- Next year we will use the Council Event Brite app.
- Extra Tim Horton's cards for Student Recognition - gave to admin.

7.4. Teacher Appreciation - Jenn S.

- Food from all over the world
- Theme might change

- Friday June 19th at lunch time. Set up 9 AM
- There will be a sign up Genius two weeks before
- Motion for \$400 for Teacher Appreciation
- First: Cathy
- Second: Jill

7.5. Library - Carolyn M.

- Mrs. Howard has not needed help this year with the Community Care kids being so helpful.
- Shevaun has offered to assist with setting up the sign up for the Scholastic Book fair in September. If Mrs. Howard needs a library volunteer coordinator, she will let us know.

7.6. Yearbook - Allison P.

- The 2025/2026 Yearbook has been completed and is now being printed. We hit our sales target again this year by selling more than 450 copies!
- Delivery will happen in mid June and distribution of books will happen at the end of the school year to each class.
- If families missed the online sales window, they can send \$25 to the Main Office and secure a yearbook. Only 25 extra copies were purchased and once sold, no other copies will be available. Yearbooks bought through the Office will be delivered with the others at the end of June.
- After 4 great years of designing the yearbook, Allison is stepping down from the role as her youngest is finishing at Griffith Woods. Jamie Eddy has graciously volunteered to take over the yearbook next year!
- Allison will supply here with a "how-to" guide but if anything comes up with the yearbook next year, please don't hesitate to reach out anytime! (Thank you!)

7.7. Lost and Found - Cherine R.

- Cherine is willing to continue the role next year. (Thank you!)
- Lost and Found will be displayed in the front entry for the last week of school. Cherine will take it all on Thursday 25th. She typically washes it all and it sits in her garage for a bit. If somebody is looking for something specific, she can take a look through it.

7.8. Key Communicator - Shevaun P.

- There was a meeting on April 22; did not attend.
  - [Link to presentation](#)

- Update on Class Size & Complexity
- 2026-27 Budget Planning
- Capital Planning: 2027-2030
- Reminder – ASCA Grant
- Feedback from COSC Survey
- Next Meeting is Wednesday, June 10, 2026
  - Can anyone attend?
  - Need to recruit for this position for September.
  - Usually three times a year sometimes in person and sometimes online

**8. Friends of Griffith Woods School Updates - Jamie E.**

- We have a brand new committee:
  - Carina Hickey - President
  - Danielle Green - Treasurer
  - Stephanie Kaufman - Co Vice President
  - Jocelyn Langdon - Co Vice President
  - Aaron Brown - Casino Director

**FGWSS Accounts**

- Casino \$121 266.33 (Includes the new Casino \$87646.27)
- Operational Budget \$55,700
- Goal of our Committee continues to focus on Casino, no other fundraisers
- Update of what was purchased can be provided

**9. New Business**

9.1. 2026 - 2027 GWSC Budget

- [Financials and Budget](#)
- Some increases and some reductions on areas for next year
- STEAM line item and that is how it is tracked per teacher
- Healthy Hunger to be changed \$2000
- Update the budget to reflect two line items: Community Event \$500 and Kindergarten Orientation removed. Revisit numbers for next year.
- Add \$1000 Grade 6-9 Events update to two events
- Clean up net operating Income
- All in Favour for passing 2026/27 budget

First: Arshiya

Second: Jamie

9.2. 2026 - 2027 GWSC Meeting Dates

- Per the bylaws, the executive needs to meet at least six times in a year. The June meeting will be one of those dates.
- Proposed meeting dates:
  - Wednesday, September 16, 2026
    - Will have parent social beforehand with food to help increase attendance. Contact from Dr. Batycky
  - Wednesday, November 18, 2026
  - Wednesday, December 9, 2026 (online)
  - January - Admin and Exec only - TBC
  - Wednesday, April 14, 2027
  - Wednesday, May 26, 2027 - AGM

9.3. [Grade 7 Humanities Book Request](#)

- Request to Friends of Griffith Woods for \$900

**10. Motion to Adjourn 7:58PM**

First: Arshiya

Second: Jamie

Next meeting: Wednesday, September 16, 2026, at 6:30 p.m.