

# Griffith Woods School Council Meeting

December 10, 2025

6:30 - 8:00 pm

ONLINE ([Teams Link HERE](#))

## DRAFT Meeting Minutes

### 1. Call to Order, Welcome, Land Acknowledgement

- Called to order at 6:35 pm
- Attendance, Jennifer B., Ashima, Sarah W., Shanelle, Alex M., Shevaun P., Alyssa R., Cathy U., Jeni A., Arshiya, Ashima, Karina D., Laura B., Jill
- This meeting and our next meeting in February and online given the time of year, unpredictable roads, etc.

### 2. Approval of meeting agenda

- Agenda was circulated over email this morning.
- Additions:
  - Agenda item 4: Grade 8 April Bamfield Trip - Mrs. Walters
  - Agenda item 6.7: Patricia Bolger (CBE School Trustee) Visit
- First: Cathy U.
- Second: Karina D.

### 3. Approval of last meeting's minutes (November 19, 2025)

- Few minor edits
- First: Jennifer B.
- Second: Laura B.

### 4. Grade 8 April Bamfield Trip - Mrs. Walters

- Grade 8's have been approved to attend the spring session of the Bamfield Trip to comox for ~ 22 students and teachers
- Great enriching experience for the kids, fits well with Gr 8 curriculum
- Cathy question - how are the kids chosen?
- Ms. Walters - admin sends parents, asking for an expression of interest. Most years there is nearly the perfect amount, however if there is many interested they would do a lottery system. It hasn't been necessary in the past.
- [LINK to Powerpoint Presentation](#)

### 5. School updates - Dr. Batycky

- Two field trips approved grade 9 SEAS sailing trip and Grade 8 Bamfield trip
- Half the school is sick, hand sanitizer was purchased for teachers and classrooms.
- Cathy mentioned the teachers have been made aware of the \$150 per grade for additional items
- Wizard of Oz field trips are ongoing

- Report cards have moved to the end of Feb. This was not a school decision, it was made at board level.
- Power school update - due to strike, k-4 teachers asked to publish kids grades and progress once a month for literacy and numeracy to track learning.
- Celebration of learning moved to March after reportcards

## **6. Unfinished Business**

### **6.1. Insurance - Karina D.**

- Insurance approved, invoice is out to be paid
  - Under budget \$1871 which is great considering we added contents and shed insurance

### **6.2. Playground Structure - Jessica P.**

- No update; will work on it.

### **6.3. Spring Fling Dance - Laura B.**

- Date is set for April 17
- Emily D. is going to co-chair the dance, and we will put out the call for other volunteers in January.
  - Ideas that came up were flowers for purchase that can be gifted to others, red carpet theme

### **6.4. School Parent Presentation (Acorn Psychology) - Karina D.**

- No news yet. Will follow up.

### **6.5. School Parent Presentation (COSC funds) - Shevaun P.**

- Reached out to Paul Davis about a parent presentation.
  - Fee: \$1850+GST inclusive of travel to Calgary, which includes
    - Grade 6/7/8/9 - 55min + Q&A
    - Parents/Evening - 70min + Q&A
    - Grade 3/4/5 get a pre-recorded presentation to watch in class with their teacher, on the same day of his visit.
  - Admin advised Youthlink, which recently presented to the Grade 6-9's, does free virtual presentations for parents on social media and youth mental health, privacy protection, and cyber crime.
  - They are open to presenting to GWSC parents in the new year.
  - Jen - Ryan really liked it, Council just needs to pick a date and time, and maybe reach out to other schools as well.
  - Wednesdays work best, Jen will email Shevaun and Ryan to follow up
  - Karina - suggest donating the \$500 back to youth link if they accept donations

- Karina still following up with Acorn to talk about development challenges, that it would very interesting and had great feedback from other parents that have attended in the past
- 6.6. Social Coordinator - Laura B.
  - We are hoping to recruit a list of volunteers that could help take on individual social events as they come up so its not all on one or two individuals
- 6.7. Patricia Bolger (CBE School Trustee) Visit
  - Coming to our meeting April 15, 2026

## **7. Executive Reports**

- 7.1. Chairs - Karina D. and Shevaun P.
  - Nothing additional to add
- 7.2. Secretaries
  - No additional Offline Motions
- 7.3. Treasurers -Jill S.
  - budget and actuals are updated in folders
  - Insurance is paid
  - We are waiting on the healthy hunger check
  - Paid for teacher appreciation items
  - 6-9 movie was paid as well
  - Cathy - teachers asked printers for the classroom,
    - Jen - it's a no, due to security and tech concerns
  - \$150 per grade for extras, Cathy and Jill will track as the needs arise
- 7.4. Communications
  - No updates

## **8. Committee Reports**

- 8.1. Fun Lunch - Jenn G. and Sharon R.
  - Things are going well and lunches are booked for the rest of the school year.
- 8.2. Garden - Jessica P.
  - No updates
- 8.3. Social Committee - Laura B. (and Emily D.?) (K-6), Arshiya J. (7-9)
  - K- 6 Spring Fling date set for April 17
    - save the date will be posted online and in Ryan's emails after Jan 7, when Karina has confirmed the gym has been booked
  - Ashima - didn't think the printed school events cards were useful

- 7-9 Movie - 132 tickets, set up was really nice the kids really enjoyed it, also had door and class prizes
- 8.4. Teacher Appreciation - Jenn S.
- On track for cookie day
  - 12 of 18 spots are filled for regular treats, 2 of 5 gluten free. All other things are full.
- 8.5. Library - Carolyn M.
- Mrs. Howard has enough volunteers currently with the kids helping out; Carolyn will touch base again in January to find out if she needs parent volunteers in the new year.
  - It is Carolyn's last year in this position; if you're interested in learning more about what it entails, please let us know.
- 8.6. Yearbook - Allison P.
- Yearbook design will start soon. If any parents have photos of their children from special events, field trips etc. and would like them to possibly be featured in the yearbook, they can email them to [apummell@hotmail.com](mailto:apummell@hotmail.com).
  - Pricing and ordering information will be set and communicated in the new year.
  - Jamie expressed interest in helping with yearbook next year
- 8.7. Lost and Found - Cherine R.
- Cherine cleaned out the lost and found before Thanksgiving and will be clearing it out again on the 18th
    - Please ask your children to stop by and check the lost and found.
- 8.8. Key Communicator - Sarah F.
- COSC meeting dates for the 2025-26 school year are:
    - Wednesday, January 21, 2026
    - Wednesday, April 8, 2026
    - Wednesday, June 10, 2026
  - Invitations with meeting information/topics and any links for virtual meetings will be sent out by email prior to each meeting.
  - Sarah is still interested in attending, but may not be able to due to other commitments.
  - Do we have anyone who could attend the January 21 virtual meeting on her behalf if needed and report on it at our GWSC meeting on February 4?

## **9. Friends of Griffith Woods School Updates - Jamie E.**

- FGWSS approved all the school asks:

Spheros CTF	\$6,865.43	
Sa'kokoto Visits	\$3,500.00	
Band, instruments, etc	\$10,000.00	
Heat Press CTF	\$500.00	
Frogs for Dissection (Science)	\$1,200.00	
Stage Lighting and Skirt	\$2,000.00	
Tech Incidentals (ipad cases, cart)	\$5,000.00	
PE Residency (tennis?)	\$6,000.00	
Field Trip \$25/student	\$24,000.00	
Havana Dance Residency	\$5,092.50	
Sawko Class Books	\$58.77	

- Jen, on this list we try to pick things that would benefit the school, this year we added green fools circus residency, a possible tennis residency, maybe school council would need to pay, residencies are all around the \$5,000 mark
- Casino update:
  - We need three more overnight volunteers (one chip runner and two count room volunteers). Please sign up using the sign-up link.
  - Matt (casino director) is working on completing all the paperwork; we are looking pretty good.
- They need a bunch of positions filled on the board including: casino director, president, vice president and secretary. Please spread the word.
- 3 outstanding volunteers, can open up to anyone for help.

#### **10. New Business**

- No New business

#### **11. Motion to Adjourn**

- First: Karina
- Second: Jill
- Meeting adjourned at 7:18 pm

Next meeting: Wednesday, February 4, 2026, 6:30 pm, Online