



Student Advisory Council Meeting Minutes

Collins Bay Public School | September 23rd, 2026

In Attendance

Jen Cole
Val Boyce
Charlotte Burns
Jenna Lee
Sophie Renaud
Pascal Brisson
Ashley Switzer
Holly Moore- McQuaid
Lauren Desarmia
Alyssa Baird

Business

1. Elections

- Description of roles and responsibilities provided by J. Cole, Principal
 - The following roles were acclaimed:
 - Chair- Ashley Switzer
 - Treasurer/Bingo Co-ordinator - Alyssa Baird
 - Secretary- Charlotte Burns
 - The following roles remain vacant:
 - Indigenous representative
 - Fundraiser co-ordinator
 - Grade/class representatives
 - The remainder of attendants will be deemed Members at Large and granted voting rights

2. Principal's Report- J. Cole

- There will be no re-organization of classrooms required this year
- New teacher hired- Nicole Quick for grades 3/4/5
- School enrolment is up this year- currently at 56 students (51 last year)
- Office admin Kassy Farrell, who was at the school temporarily, will be sadly leaving. Brenda Sproule, an experienced office admin from Southlake, will be starting October 1st, 2026
- The biweekly family newsletter to families will continue this year via email
- Extra-circular updates:
 - Terry Fox Run was a great success, raising \$443 which was over the goal of \$250
 - Soccer tournament this upcoming Friday at John Machin
 - Grade 7 immunizations are upcoming
 - Kinder-Gr 5 trip to Wynn Farms for apple & pumpkin picking is upcoming
 - Orange Shirt day September 30th 2026
 - October 8th open house and book fair (further planning to follow later in agenda)
 - Cross country October 14th at Fort Henry
- Reminder to check LESAA calendar to verify most accurate sports related information

- Facilities updates:
 - Broken benches on yard have been removed and there is a plan to install in approx. 2 weeks. They will be moved to face the soccer field.
 - Gym paint has been updated
 - There is now a painted line on the pavement in the yard to provide a visual reminder for children to stay out of an alcove by the kinder yard, thus improving visibility for yard supervision
 - The basketball hoop on the north side of the gym was recently inspected and has returned a red flag. There will be further inspection as it may need a wooden support.
 - There is a net on the side wall of the gym that damaged and closed/off limits. A work order has been submitted.
 - The school newsletter will now be sent to Kingston Daycare Inc. on site supervisor Asia to improve communication
- 3. Treasurer's Report**
- Bingo account: \$ 12 573 (accurate as of September 6th, 2026)
 - Lunchbox account: between \$1000-2000 (estimated)
 - Parent engagement account : \$2300 (estimated)
- 4. Open House/Book Fair- October 8th, 2026**
- Families will have the opportunity to view the school and classrooms as well as visit the on-site book fair
 - Originally, SAC considered holding a cocurrent "Math Night" however due to logistical challenges, the decision was made to not proceed with this event. This will be revisited later in the year and planned separately.
 - Challenges with book fair location planning- possibly could be placed in the gym, but this would impact student access. School will discuss with daycare regarding options for book fair to be set up in either the library or available shared classroom space. TBD.
 - SAC is planning to have a table to promote BINGO and SAC membership. Plan is to provide some pre-packed snacks appropriate for various dietary requirements. V. Boyce will pick up options from Costco such as granola bars, snacks, juice boxes, sparkling water. L. Desarmia will bring apples from Wynn Farms orchard trip.
- 5. Funding Approvals**
- The following requests were discussed and spending was approved:
 - \$100 for gym equipment, including pool noodles and rubber chickens (requested by V. Boyce & L. Desarmia)
 - \$500 for "Spot the Feelings" programming- an emotional regulation tool including books, stuffed animals, resources and flash cards that can be shared among students and is applicable from K-Gr 5 (requested by L. Desarmia)
 - \$1500 for "Lexia" reading comprehension software. LDSB supplied the school with limited number of licenses and teachers are requesting enough for grades 1-5. This is an online reading program with will evaluate each child and provide tailored materials, including flagging to educators with a child may benefit from extra support and the program will provide recommended lessons/resources. The cost is between \$53-\$58 per student, and the school would require a total of 25 licenses. This purchase will be primarily funded through the LunchBox account (requested by V. Boyce).
 - \$6000 for field trip busing, divided into \$2000 per class (requested by L. Desarmia).
 - \$2000 for the production and distribution of colour yearbooks to all students (requested by L. Desarmia)
 - \$1500 for the spring dramatic production, which may include approx. \$700 for the purchase of a Disney licensed program including scripts, music, etc. Hoping to purchase the Little Mermaid. Costumes could be borrowed from Sinclair to offset costs, as well as lights borrowed from the board. May also include about \$300 for the rental of audio equipment. Tentative dates are May 13th-14th 202 (requested by L. Desarmia). Discussions

included possibly inviting other schools to attend performances, and also potentially renting concessions such as popcorn machines to increase revenue.

- Items not approved this meeting but to be discussed in the future included funding for the year end trip to Lakeshore Pool, for the end of year celebration, and for purchasing art supplies for the classrooms.

6. Other business

- Milkshake order now available on School Day. Orders due October 16th, 2026 with delivery planned October 28th, 2026.

Next meeting tentatively scheduled for November 18th, 2026

Meeting adjourned.

Meeting minutes prepared by Charlotte Burns on September 24th, 2026

SAC Members 2026-2027

Position	Position	Contact
Ashley Switzer	Chair	switzer.ashley95@gmail.com
Alyssa Baird	Treasurer/BINGO rep	abaird25@gmail.com
Charlotte Burns	Secretary	charlotteb@cogeco.ca
Jen Cole	Principal	colej@limestone.on.ca
Jenna Lee	Member	jennamackulin@hotmail.com
Sophie Renaud	Member	164sophie@gmail.com
Pascal Brisson	Member	kamakazi_67@hotmail.com
Holley Moore- McQuaid	Educational Assistant & Parent	holliday.moore.mcquaid@gmail.com
Lauren Desarmia	Teacher JK/SK/1/2	desarmiala@limestone.on.ca
Val Boyce	Head Teacher, Student Support Teacher, Gr 3/4/5	morrowv@limestone.on.ca