

# Credit Meadows Elementary School – School Council

## MINUTES

December 2016

The meeting of the Credit Meadows School Council was called to order 7:06 pm on December 5, 2016 in the Staff Lounge at Credit Meadows Elementary School.

Present Executive: Kelly McKee, Virginia Dow, Laura Fry

Voting Members: Nancy Turner, Kim Beck, Patricia Tolton, Robbie Price

Voting Members not present: Lorrie Wren, Jan Pettigrew

Non-Voting Members: Anita Lagundzija-deFreitas, Andrea Papavasiliou

### 1. Food Days:

- a. The first food day went well and we made just under \$400 dollars
- b. Thursday Dec 15<sup>th</sup> is the first pasta day; however half of the school will be away on a class field trip. Anita and Andrea will mention to the teachers to try to not book class trips on food days where possible.
- c. Jan is looking for volunteers for the pasta day and other food days. Approximate times for volunteering would be as follows:
  - i. Pizza, Sub & Pita Pit days: approx. 11:45 until 12:45 (Thursday)
  - ii. Pasta days: approx. 10:30 or 11:00 until 1:00 (Thursday)
  - iii. Smoothie days: approx. 10:10 until 10:50
- d. Grade 8's have been helping out, Anita suggested contacting retired teachers.
- e. There have been a few hiccups with the cash online but those are being worked out.
- f. Patricia mentioned she could not select fruit separately without ordering a pita. They should be separate and Nancy will look into this.
- g. Andrea also mentioned that for any students who have started later in the term, they have missed the deadline for the Dec/Jan food days. They are looking into what to do for those children.
- h. Milk tokens will stop being sold out of the office and will be available to order through cash online in bulk.
- i. Cash online receipts are not the most printer- friendly as it prints out a line for every milk ticket purchased which is why Milk tokens to purchase may change to increments of 5 or 10.
- j. Virginia would like to know how the money collected from cash online flows to the School Council account. Does Virginia pay the vendors for the food or does Darlene pay out of the cash online account and how does the profit go back the School Council account?
  - i. It was discussed that it will be easier if the money can be transferred to the School Council account.
  - ii. Anita/Andrea will discuss the process with the board as we need to be transparent.
  - iii. Virginia will set up a time that she can speak with Darlene and ask some questions about how it works.
  - iv. After some discussion Anita asked to table this until the next meeting.

2. Minutes were approved, Laura to make a few corrections and distribute. Nancy approved and Kim seconded. All approved.

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3. Treasurer's Report: Will be tabled until next meeting; however there is currently, \$8190 in a GIC and \$12,657 in cash/cheques for a total of \$20848.
  - a. Have we received the ING cheque that is to cover some of the music program expenses? Andrea will follow up.
  - b. There will be an HST rebate of approx. \$2700
4. Track Refurbish: We have \$5000 in a GIC and \$5000 in the bank set aside for the track. The previous quote was approx. \$9000. That quote has expired and Anita mentioned that the new one is around the same cost but may be a few hundred dollars more. It was determined to go ahead and book the track refurbish for the spring and get a hardcopy of the final numbers to council.
5. Fundraising:
  - a. Veseys Bulbs profit was \$1238
  - b. Poinsettia's profit is approx. \$1200
  - c. Terra Cotta cookies profit is approx. \$2000
  - d. All went well overall with the poinsettia/cookie drop fundraiser, there was a mix up with the whites and tri color and Kelly fixed those orders the next day.
  - e. Two of the dealerships still owe us for this fundraiser so more money to still come in.
6. Christmas in the Meadows:
  - a. Kelly has arranged for six high school students to volunteer.
  - b. Kelly's parents will help with the Christmas store.
  - c. Virginia will run the kids craft.
  - d. Kelly, Nancy, Laura and Barb will help where needed.
  - e. Mr. Van Maren will have the grade 8's help with set up for tables and chairs in the auditorium.
  - f. Our Santa is not well, so we are searching for another Santa.
  - g. Anita and Andrea will be there and have advised staff to participate. The permit from the board is from 3:00pm until 10:30pm.
  - h. Gingerbread houses, we have purchased 40 so did an announcement instead of handing out order forms to all students, but have not sold that many. Some of the forms will be distributed in the morning to try to sell more.
  - i. Anita and Andrea to get boxes for the food donations.
  - j. Patricia and Virginia to bring in some lights to decorate the tree.
  - k. Virginia will bring in chocolate from her work for the Christmas store.
  - l. Anita will organize and play Christmas music.
  - m. The three Kindie classes will perform right at 6:30
  - n. Mrs. Roberts is organizing the book fair, to be held in the library.
  - o. Set up for Santa if needed, we will use Nancy's red curtains for backdrop. Parents are to take their own pictures.
7. Regarding the recent change in executive with Brenda stepping down, Kelly appreciates it if anyone can help out with council.
8. Chris Langman is retiring and December 23<sup>rd</sup> is her last day. Council to give a retirement gift, budget is \$50.00. Kelly put a motion forward and Nancy Seconded it. All were in favour. Carried.

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9. Nancy updated on the anxiety workshops, all went well. Those that were able to attend found it quite helpful. She would like to purchase a \$25.00 gift card from Starbucks for the presenter and asked if council will be able to reimburse her. All were in favor. Carried.
10. Nancy also discussed purchasing lunches for Darlene on food days. She has gone above and beyond to set up the cash online program. Nancy put forward a motion, Kelly seconded, all in favour. Carried.

Meeting adjourned at 8:37 p.m.

Next meeting to be held Monday January 16<sup>th</sup> 2017

Notes by Laura Fry