

Hay Lakes ECS Meeting  
November 28, 2018

**1. Call to Order**

Call to order by President, Lindsey Gerber at 7:05 pm

**2. Attendance**

Martha Wrubleski (Teacher), Lindsey Gerber (President), Miranda Odland (Coordinator and Vice President), Elise Shultz (Treasurer), Jessica Malott, Mike Schnurer, Ashley Schnurer.

It is noted that due to limited attendance this evening, quorum is not met. It was additionally determined that meeting would continue, though only procedural in nature – no motions to be made this evening.

**3. Treasurer's Report**

Financial Report

Chequing account currently has a balance of \$37,977.83

Savings account currently has a balance of \$33,234.64

- There are a few students with school fees outstanding – all have payment arrangements made and all are being kept up to date.
- BRSD Early Learning (PUF) invoiced late October for coverage of 1 student's school fees. Invoice not paid as yet. Coordinator (Miranda Odland) to follow up on this.

**4. Coordinator's Report**

- We are welcoming a new student – a transfer from another school – joining the M/W class with a start date of Dec 5. It is noted that as a transfer student we do not receive any funding. All school fees have been paid in full.
- Work has begun to review and revise a few portions of our society's policies and procedures handbook. In addition to removing a few obsolete committees from our handbook, our field trip policy and safety policy will be reviewed and changes be brought forward for review and acceptance at a future meeting.

**5. LAC Report**

- No one from this committee in attendance to provide an update. Martha added that discussions with committee members confirmed the class party sign up app/web tool was well received and proving very helpful.
- POD schedule is now created to the end of classes in June however it was noted that with the addition of a new student we ought to amend the M/W schedule. Martha and Miranda to look at schedule and work with new family to take over a few scheduled POD days from others.

**6. Teacher's Report**

- Field Trip – December 3 – we have adequate supervisors (8 confirmed, 1 possible); Martha to send out a Remind message asking parents to send their children to school with warm clothes, adequate winter gear, and socks (needed for an indoor play area at the field trip). The river valley in Edmonton tends to be cooler so let's be prepared and make sure our kids are warm & comfortable!
- Christmas Party – December 19 (M/W class) and December 20 (T/Th class); Santa will be visiting the class around 2 pm during their class party. Miranda will confirm arrival time with Santa. As in previous years parents are invited to privately give Martha a little wrapped & labelled gift for their child – max \$25 spend – she will place these gifts under the class Christmas tree and Santa will distribute "his gifts for them" during their party. Parents can contact Martha if any questions on this.
- Tree-T Donations – Information sheet went out in everyone's communication books. This initiative is helpful to families in need right here in our community.
- Christmas Concert – Information for this was provided in the December newsletter. The earliest you may drop your child off at the classroom is 6:30 pm. Martha will make sure our children play their part in the concert then take them back to the classroom for a special Christmas movie night while parents enjoy the concert. Pick up kids in ECS classroom, following the show.

- Label Clothing – Martha noted again that it is very important that all our children’s belongings are labelled, including every toque and mitten. Please take a moment to check everything you send to school with your child to ensure everything is labelled.

**7. Old Business**

Fundraising

- Our holiday poinsettia fundraiser raised just over \$1,200.00; delivery and order pickup is December 6.
- Jessica Malott suggested we look into doing an Epicure fundraiser as their fundraising program has a good reputation and their products are easy to sell due to their popularity. We will look into Epicure as an option and could potentially run this fundraiser in the new year.

Classroom iPad purchase

An inquiry was made to BRSD tech dept, they do not do bulk orders of tech equipment like this. Coordinator to write a letter explaining the educational nature of our program and request educational pricing if available. Martha will then gather a couple of price quotes and present at a future meeting.

**8. New Business**

Social Media/Parent Etiquette

Parents are reminded that all concerns pertaining to your child and/or our ECS program are to be brought to Martha for discussion and resolution – voicing concerns on social media is not appropriate and runs the risk of creating a destructive environment for our children and our entire school community.

9. **Date of next meeting** – Wednesday, January 23, 2019 at 7:00 pm

10. **Adjournment** – 7:52 pm