

# Hay Lakes ECS

## Meeting Minutes

April 2 2014

**1. Call to Order and Welcome**

Stacie Lyle called the meeting to order at 8:03 p.m.

**2. Members and Staff in Attendance**

Stacie Lyle, Amanda Barth, Pam Schultz, Martha Wrubleski, Marie-Paul Pare, Mellissa Nordin, Colleen Kern, Jane Smith, Stephanie Nickoleff, Melanie Wiley

**3. Agenda Additions and Deletions**

A Motion to add to the Coordinator under New Business to the Agenda was made by Pam Schultz. Seconded by Mellissa Nordin. All in Favour. Motion Passed

**4. Minutes of the January 28 2014 Meeting**

A motion to adopt the Minutes of January 28 2014 was made by Stephanie Nickoleff. Seconded by Mellissa Nordin. All in Favour. Motion Passed.

**5. Treasurers Report**

Chequing account is \$15,008.71 Savings Account \$33,627.33

We have not received out final installment. All the accounts are balanced. It was with great happiness that we have renewed Martha Wrubleski's Contract for another 3 years.

**6. Co-Ordinators Report**

To date we have           11 Registrations received  
                                      4 Registrations to be Handed in  
                                      15 Students total 2014-2015

Our Co-Coordinator Gina Young has let the board know that she would be willing to do the record keeping part of her position to however t she does not wish to deal with issues that may arise. It was discussed that we could hire a new Co-Coordinator or continue with Gina Young for paperwork and have someone to do other part of coordinator position. We will look at this again on June 2<sup>nd</sup>.

**7. LAC Report**

Easter Party this Wednesday and Thursday. Stephanie Nickoleff will call parents with food list for each class.

**8. Teachers Report**

A request was made to have reminder emails sent out mid-month to remind parents for the following month who is on what day for POD days. It was noted that the LAC committee sends out a list with all POD days and Mrs. Wrubleski sends out the class calendar before the start of

the month with the POD days included. For next year, Mrs. Wrubleski asked that the new POD scheduler not put the children's birthday on the POD list that goes out to the parents, as this can affect class time and other events that are planned for the class.

Easter Party: Mrs. Wrubleski will be decorating boiled eggs with the children during the Easter Party. After Spring Break, ECS students will have new Library buddies.

## **9. Old Business**

Tupperware sales were very good. Thank you to all the parents and friends who helped to support this fundraiser. Total Sales \$440.00

Our Percentage \$176.20

Reminder for the meat orders sent home Last Tuesday/Wednesday will be due April 30<sup>th</sup>.

Delivery will be May 14<sup>th</sup>

## **10. New Business**

**1. New Fundraiser**—Vesey's Bulbs Pam Schultz brought this wonderful idea to the board as a way to earn a little extra income in to the class. 50% of the profit will stay in the class. Pam Schultz will get them to mail out colourful brochures. No shipping or tax on all purchases. No delivery for Mother's day. Orders must be in for May.

A motion was made by Jane Smith to do the Vesey Bulb Fundraiser. Seconded by Stephanie Nickoleff. All in Favour. Motion passed.

Pam Schultz will email Martha information with a link to the Vesey's webpage on the ECS web page. However parents must purchase through us NOT the website in order for us to benefit from this great offer.

### **2. Policies**

**Fees** – Parents must pay their fees in full or the children cannot participate in the "extra" activities until their account is brought up to date or payment arrangement are made with the board.

**Lice Notifications** – It was discussed that parents wish a letter to be sent home to both classes in the cases of a head lice event. Only the infected class will be sent home the information package. Mrs. Wrubleski stated that she ensures that classes of siblings and reading buddies area also notified.

### **ECS Handbook Safety Policies**

Members in attendance reviewed the proposed changes to the ECS Policy Manual. A Motion was made to make the proposed changes in the ECS Policy, Guidelines and Procedures handbook including changing the title of Discipline Policy to Safety Policy by Stephanie Nickoleff, Seconded by Mellissa Nordin. All in Favour. Motion Passed.

### **3. Smart Board**

Mrs. Wrubleski would like to purchase either a new smart board or two iPads. A smart Board would be approximately \$4000.00 with install quoted by Mr Horbay.

Our book keeper, Colleen Kerr needs time to look at the budget and work out the figures. We will discuss this t again on June 2<sup>nd</sup>.

### **4. Mother's Day**

Mrs. Wrubleski requested that the Tuesday/Thursday class be at the playground for 1:30pm for

Val Bieber to do a class picture. Both classes will go with Mrs. Wrubleski to the Mother's Day Tea at the AG. Class Theme for the picture is Growing Connections.. 4 guests are allowed per student at the Spring Tea. This can be anyone in their families. There are three children that have allergies to straw berries. There will be Gluten Free table to accommodate our guests. Pam Schultz has offered to run the Gluten Free table.

## **5. Graduation**

After discussion, it was agreed that each student can have a maximum of 6 guests. Parents are welcome to trade off extra seats to those who may need more. There will be another Gluten free table set up and a Gluten Free BBQ to cook to avoid any contamination

### **Teachers Note**

Martha will sent out a notice to ask for volunteers to help set up for grad.

4-5 people to set up

2-3 people decorate

4 people for food prep and distribution

BBQ are needed to cook. A minimum of 3. Please contact the board if you can help.

## **11. Date of Next Meeting**

June 2 main meeting for all parents, June 6<sup>th</sup> for Board members in the Playground at 3:15p.m

## **12. Adjournment**

9:13p.m