

MINUTES

SMP School Community School Assoc. (CSA)

JANUARY 16, 2018, 6:30 PM

In Attendance

M. Popowich (Chair), H. McLean (Co-Chair), Sherry Brodie (Treasurer), T. Courchene (Lunch Supervisor). Members at large: J. Eccles-Kreger, H. Wiebe. H. Campbell

Welcome/Old Business/Approval of last meetings minutes (M. Popowich)

Marcela welcomed everyone to the meeting. There were 9 Gift Cards purchased (November minutes). Sherry approved. Heather seconded.

Principal's Report (NO ADMIN IN ATTENDANCE)

- NONE

Lunch Report (T. Courchene)

- Tracy requested approval to send staff to URIS training, Haley motioned to approve the request, Sherry 2nd it, all in favor.
- Tracy requested approval to hire another full-time supervisor as they do have the funds available to support it. Marcela motioned to approve the request. Haley 2nd it, all in favor.
- There are 270 students staying for lunch on a daily basis. We have 6 full time and 3 part time supervisors with one teacher to supervise all 15 classrooms.
- All supervisors are up to date with CPR/First Aid/Epipen training now that the new staff have completed the course. We will be attending the URIS session on January 17th at the school. It will tackle a variety of health-related issues that pertain to students in our school. I would like to ask for the supervisors to be paid for attending the training session.
- I would like to put in a request to hire three more supervisors. One of my current full time supervisors will be relocating in the spring and seeing how we will have full time kindergarten next year that means two more classes needing supervision. Two of the positions would be on a part time basis for them to train and familiarize themselves with the policies and procedures before September. Then come September they would become full time.
- Financially we are in a good position however the hiring of the new staff and the fact that the next few months we generally do not make payroll will have an effect on our bank balance.

4:09 PM

01/16/18

Salisbury Morse Place Community School

Reconciliation Summary

102 TD Bank, Period Ending 12/31/2017

	Dec 31, 17
Beginning Balance	23,215.61
Cleared Transactions	
Cheques and Payments - 23 items	-4,613.09
Deposits and Credits - 2 items	2,716.00
Total Cleared Transactions	-1,897.09
Cleared Balance	21,318.52
Uncleared Transactions	
Cheques and Payments - 10 items	-1,713.68
Deposits and Credits - 3 items	0.00
Total Uncleared Transactions	-1,713.68
Register Balance as of 12/31/2017	19,604.84
Ending Balance	19,604.84

4000.00

Financial Report (S. Brodie)

The financial report for January 16, 2018 was presented by treasurer, Sherry Brodie.

CSA Financial Report Feb 16

4,592.62 Bank Balance Jan 16

740.00 Bake Sale

2,854.30 Super Bowl Tickets

8,186.92

-16.50 Babysitting Jan

-740.00 Winter Concert

-300.00 Super Bowl Prize Payout

7,130.42 Bank Balance Feb 16

225.00 Coming back from Olga's party (reported 220.00 in error @ Nov meeting)

40.00 Show & Save

7,395.42

-600.00 Festival Breakfast

-573.78 Maker Space Year 1 (\$1,200 less what has been spent)

-1,200.00 Maker Space Year 2

5,021.64

Discussed but not voted on yet

-500.00 Grade 5 Camp

***It was suggested that the \$600 earmarked for the Festival Breakfast was approved at a meeting in the spring, will review past meeting minutes to confirm. Heather suggested that request letters be sent to the local Giant Tiger, as they are known for donating breakfast items (Pancake Mix, Syrup, Sausages, Coffee, etc.), Christa to send letter.

Fundraising

1. Community Raffle (Super Bowl Scratch Tickets): Christa was able to secure a table at Rona on Panet for the 20th and 27th.
Gave Super Bowl Raffle tickets to:
***Tracy 21; Haley 20
2. Winter bake sale a success. We were able to raise \$800.
3. Hoffman's coming up for February 5th
4. Kernel's Popcorn April 3rd
5. Family Movie Night April 19th
6. Spring Craft Sale – more details to come

Funding requests & approval

1. Festival Du Voyageur Pancake Breakfast: Mr. Vielfaure requested the use of \$600 for the breakfast. Sherry motioned to approved, Haley 2nd. All in favor. Additional activities are planned for the week of February 20th to 24th.
2. Hot Chocolate & Oranges. Event did not occur.

Next Meeting

Tuesday February 20th, 6:30 pm, SMP Middle Years Library

Motion to adjourn made at 7:30. Passed unanimously.