**PRESENT:** M. Millman (Principal), M. Popowich, C. Simard, S. Brodie, T. Courchene (Lunch Supervisor), H. Mclean,

M. Larson, H. Campbell, A. Taylor-Ungeran

**ABSENT:**  J. Eccles-Kreger, D. Beaudry, H. Wiebe

**WELCOME (M. Popowich)**

* Meeting commenced at 6:45 pm
* Thanked everyone for attending, greeted new attendees, everyone introduced themselves.
* Marcella approved June meeting minutes, Sherry 2nd, all in favor.

**PRINCIPALS’ (ADMINISTRATION) REPORT (Submitted by Marjorie Millman and Carolyn Nazeravich)**

* Current enrollment – approximately 594 students, this is approximately 40 more students that we started with last year
* We have had a relatively smooth start to the school year – the enrollment of so many new students has made things quite busy in the office
* Staff Requests:
  + Lisa Gross – see letter
  + Grade 5 Camp request
* Staffing Update:

(We have three new clerks in the office. Please be patient with us as we learn the “ropes”:

* + Mel Chem – Head Clerk
  + Susan Johnson-Line – Records Clerk
  + Carleigh Nazeravich – Attendance Clerk
  + Sara Burnett – grade 1 FI
  + Mary Korkar – Kindergarten FI
  + Courtney Zawadowski – Grade 5 – Replacing Ms. Oakes
  + Linda Moyer – Grade 2 – replacing Mrs. Sobie
  + J. Hrychuk – Grade 1
  + Katie Williams – Grade 7 & 8
  + Brendan Forsyth – Grade 7 – replacing Ms. Smith
  + Nick Steckler – replacing Ms. Oakes and Mr. Hupe
  + Mr. Hupe – working 25%
  + Ms. Oakes – working 25%

2017-2018 School Plans:

* Our focus will remain in the following 4 areas:
  + Educational Practices – Literacy
  + Educational Practices – Numeracy
  + Safe Schools – PBIS and Community Building
  + Aboriginal Academic Achievement
* Other areas of focus:
  + Literacy Support Teacher
  + Reading Support Teacher
  + IBL – Inquiry Based Learning
  + Reading Recovery
  + Math Support Teacher
  + LAR
* Some of the activities planned for the school year
  + MY Student Leadership
  + EY Student Leadership
  + P.R.I.S.M. – GSA
  + MY Interscholastic Athletics – cross country, volleyball, basketball, badminton, track and field
  + EY and MY intramurals
  + EY Talent Show
  + EY Gymnastics Club
  + EY Coding Club
  + EY & MY Makerspace
  + EY & MY MYRCA club
  + EY Forest of Reading Club
  + MY Guitar Club
  + MY Builder’s Club
  + and a host of other clubs that pop up throughout the school year

**LUNCH PROGRAM REPORT (T. Courchene)**

* I would like to take this opportunity to thank the CSA and school admin for entrusting the position of lunch program coordinator to me. The first few weeks were very busy as anticipated and somewhat stressful but I have found my footing and I am loving the job! The support from everyone and encouragement has been amazing and I am truly thankful.
* We currently have 179 students that are registered for the program but the number climbs everyday as more registrations continue to trickle in. There is a total of 256 students staying over the lunch hour. There are five full time and two part-time supervisors on staff with a new addition this year of a teacher supervising, the support from the teacher has been a tremendous help. Four middle year students are microwaving for our grades 1-3 (2/day) with one situated in the grade one hall and one in the adventure center.
* The books have been completed this summer from the accountant due to Olga’s retirement and are ready for pick up. Beata has agreed to take care of it this year. Olga left the program in a financially sound position, she was unsure of the effects that the changes would have on the bank balance for this school year.
* I have made my first deposit and it was just over $11000.00. I feel that with our financial position we could hire a full-time supervisor and one part-time supervisor. There are two woman that are interested in the positions and we could hire them under the agreement that it be until Christmas and we can re-evaluate in January.
* Our first professional development day is October 4th at Bernie Wolfe and the session is “Helping Kids Do Well”. All supervisors will be attending.
* Ms. May has offered to put together treat/goody bags for the lunch monitors again this year as rewards for their hard work. The cost last year was $500.00 and I would like to give the school the same amount.
* There are boxes of CSA stuff left in the “book room” from last year when room 50 was renovated. It should probably be sorted through, purged and then moved back into room 50.
* Since Kristen is no longer at our school we need to have a motion to remove her from the signing authority and have Mel Chem, Kristen’s replacement added. We need to have three people able to sign cheques for payroll etc.

**FINANCIAL REPORT (S. Brodie)**

|  |  |
| --- | --- |
| **CSA Financial Report Sept 17 2019** |  |

* $2100 Current Balance
* Fans for 11 classrooms were ordered and purchased. Cost: to be added in Oct meeting

**NEW BUSINESS:**

* Mme. Verrill (Grade 3 French Immersion teacher), may be returning earlier, perhaps by Oct
* Lisa Gross (see Teacher Requests in Admin report), requested $600 for school patrol incentives (Pizza Lunch, Afternoon movie/popcorn, Patrol of the month and subsidizing Lilac Trip), Marcella suggested we grant her $400, Christa advised we should give $500 as that’s what’s been given in the past (the precedent for the amount has been set over the years), Hayley approved $500, All in Favor. Melissa will send letter to MPI to request prizes to be used as incentives.
* Grade 5 Camp (see Teacher Requests in Admin report), it was suggested that we consider subsidizing this event as the costs per child as increased, will table this request till the final costs have been confirmed.
* Discussed Fundraising plans for 2017/2018 term, new member Heather has experience with applying for Community Raffle permits, and she advised she could complete the application as long as another member is listed as primary contact. Christa agreed to be primary contact and will correspond with Heather to complete the application and submit it ASAP, in order to get the tickets printed and we can start selling them.
* Further discussed the request to amend the name of the CSA (Community School Association), we need to send out notification to entire school advising them of name change, in order to allow sufficient time (according to CSA Constitution), before name is amended. With name changed, we will need to amend the name with the Bank, Letterhead, and Bulletin Board. Suggested changes to name:
  + PAC (Parent Advisory Committee)
  + PCA (Parent Community Association)
  + PA (Parent Association)
* Further discussed Capital Campaign idea, will start looking into applying for grants that can be allotted to this long term fundraising campaign.

Meeting adjourned at 8:30 pm.

Next meeting will be on Tuesday October 17, 2017 (MY Library)