

**ROTHESAY ELEMENTARY HOME & SCHOOL COMMITTEE
MEETING MINUTES
JANUARY 12, 2016**

IN ATTENDANCE:

Lynn Flewwelling, President
Twila Williams, Treasurer
Natalie Smith O'Neill, Library Coordinator
Jonathan Kierstead, Teacher Representative
Nicole MacNeill, Vice Principal

Meeting called to order at 6:39pm.

MOTION TO ACCEPT THE MINUTES OF DECEMBER 8, 2015 AS READ PUT FORTH BY **NATALIE SMITH O'NEILL**. SECONDED BY **TWILA WILLIAMS**. MOTION CARRIED.

LIBRARY

The book fair raised over \$3,500 with a profit of \$2,900 to the school. Natalie advised that there are quite a few outstanding/missing books from the library. She will follow-up.

FLUORIDE

No update.

HOT LUNCH

Lynn provided Michelle's update - Michelle is looking into other potential suppliers. The new menu will open on Jan 13th and close on Jan 29th. There are still Papa John's coupons left for sale.

Twila advised that she is having trouble receiving/sorting thru the invoices for Papa Johns. She mentioned that for future suppliers, requesting invoices at the end of each cycle would be helpful. There was a conversation regarding notification of the hot lunch cycles.

Action: Lynn to ask Michelle to prepare hot lunch calendar to distribute to parents.

Action: Lynn to ask Michelle to follow up with Papa John's re: invoicing/statement

SAFE ARRIVAL

No update.

FUNDRAISING

Nicole mentioned the school would like to be provided with a fundraising framework.

Action: Lynn to work on framework and provide to Charlene.

There was a discussion about various fundraising ideas. Mabel's Labels was discussed for a potential fundraiser in May as well as an end of March book fair.

FINANCIAL REPORT

Twila gave the Treasurer's report. Available funds are \$17,795.58.

Action: Jonathan will follow up with teacher re: claiming supplies reimbursements

There was a discussion regarding funds and how much of a buffer for expenses is needed.

PLAYGROUND

There was a discussion regarding the playground funds that are being held with District.

Action: Twila to look into amount and restrictions of funds.

Action: Lynn to ask Christina re: spring maintenance and plaque repairs.

SCHOOL REPORT

-The primary wing requested \$150 to purchase a vacuum cleaner.

-\$50 was requested for start-up costs for supplies for Sweetheart Month from Jonathan Kierstead and Jeanette McLenaghan.

-There is still a request for resource equipment. The total request is for \$8,200. So far \$2,500 has been approved and motioned for.

MOTIONS

MOTION TO ALLOCATE \$150 TO THE PRIMARY TEACHERS FOR A NEW VACUUM. PUT FORTH BY **TWILA WILLIAMS** AND SECONDED BY **NATALIE SMITH O'NEILL**. MOTION CARRIED.

MOTION TO ALLOCATE \$50 TO THE STARTUP COSTS FOR SWEETHEART WEEK. PUT FORTH BY **TWILA WILLIAMS** AND SECONDED BY **NATALIE SMITH O'NEILL**. MOTION CARRIED.

MOTION TO ALLOCATE \$1,200 FOR A NEW PORTABLE FM SYSTEM. PUT FORTH BY **TWILA WILLIAMS** AND SECONDED BY **NATALIE SMITH O'NEILL**. MOTION CARRIED.

MOTION TO ALLOCATE ANOTHER \$2,500 TOWARD RESOURCE EQUIPMENT AND CLASSROOM LEARNING TOOLS. PUT FORTH BY **TWILA WILLIAMS** AND SECONDED BY **NATALIE SMITH O'NEILL**. MOTION CARRIED.

MOTIONS FORWARD FOR NEXT MEETING:

1. \$8,200 in resource/sensory equipment. \$5,000 already motioned for.
2. Portable FM systems remain a priority.

ADJOURNMENT

The meeting was adjourned at 8:03 pm.

DATE FOR NEXT MEETING

The next Home & School meeting is scheduled for **Tuesday, February 16th at 6:30pm** in the RES staff room.