

## Home and School Committee Meeting Minutes

September 28, 2015

**Attending:** David Ripley, Beth Keyes, Shelley McLean, Nancy Hossack, Linnea Vandenberghe, Melissa Crilley, Patti Doyle, Shannon Golding, Stephanie Hutt

### **Updates:**

**Library** – *Amanda was not present at the meeting but she sent this update via email:*

“Things seem to be going well so far. All the students and staff now have bar codes. We've had a good response for volunteers and most classes have 2 or 3 there for a class. Lori Hughes has recruited some grade 5's to be library helpers so they will scan books in and do some shelving twice a week. We are decorated for fall and have the Thanksgiving books out and a section featuring new books that we have just catalogued”.

**Hot Lunch** – Nancy

Nancy noted that hot lunch is up and running, with no start-up issues or concerns at this point. She noted that in the first order the total was down approximately 20%, due mainly to the fact that the student population dropped with the new school opening. Nancy reported that some order forms are arriving without student's name clearly printed on them, which slows down the process significantly. A reminder will be sent out to parents regarding filling out forms with all pertinent details. Chicken strips this year have been replaced with a baked chicken “nugget” option that meets health and nutrition guidelines. Prices have not changed for ordering the various items, and milk prices are also the same as last year. Papa John's and Jungle Jim's have approached Nancy regarding doing orders with them, but at this point in time we will remain with present vendors until a change is necessary or desired. Currently there are enough volunteers involved with processing the lunch orders, but additional volunteers are always welcome (processing occurs Thursday mornings 8:00-10:00 approximately).

**Finances** – Beth

The committee is still seeking a volunteer to oversee the finances, taking over as treasurer. If any parent is interested in taking this on, please contact Beth ([bkeyes@unb.ca](mailto:bkeyes@unb.ca)). The account currently has a healthy balance of approximately \$19,000, with several outstanding charges yet to be processed (including the scholarships from last spring, and hot lunch vendor payments). Shelley noted that she came across some funds from Family Fun Day last year that she had overlooked during that busy day, and she would have it deposited in the next week to the account. There are sufficient funds to provide teachers at the school with some grant funds to purchase materials that will enhance their teaching and learning environments, and the committee discussed various amounts for this grant – agreeing with a \$250 maximum for each teacher. Teachers would purchase materials and submit the receipts to David, and they would then be reimbursed from Home and School if the materials met the criteria (enhancing teaching/learning environment in some way).

**Scholarships** – The committee discussed the provision of 2 Alumni Scholarships again this year (awarded in late spring at High School Graduation ceremonies to former LES students; 2 scholarships valued at \$1500 each). It was unanimously agreed to go forward with this initiative.

**Tutoring** – Beth

Once again this fall and winter, tutoring will be offered to students at LES (students will be nominated by their teachers), and funded by Home and School. Tutors in the BA/BEd program at UNBSJ will provide an hour of tutoring a week for 6 weeks to the students, and will receive an honorarium for their time. The budget proposed for this program is approximately \$1000 total. David will ask teachers to consider students in their classes who may be in need of some extra support, and tutoring sessions will be coordinated with the tutors. Beth and David will work on the scheduling for the sessions that are tentatively set to begin the week of October 19<sup>th</sup>.

**School Activities/News-** David

David reported that 2 new staff members have joined LES – Mr. Bates (Grade 2) and Mrs. DesRoches (Music). He also noted that the Music teacher has asked for some additional equipment (an Electric Keyboard and a Drum set that total approximately \$1200). He also noted that Mr. Bates is new to this grade level and had very few materials to use within his classroom (literacy materials mainly), and wondered if extra funds might be provided for the purchase of some materials. The committee discussed these requests and agreed that they would serve many students in the school, and purchases as such would remain in the school for future years – so agreed to support the requests. David would take care of the orders and update at a future meeting.

David mentioned discussion at their school ESST meetings about a sensory room and designing such a space in the school. They have applied for some grants toward these materials, and asked if Home and School would contribute some funds in this direction. Beth asked if they had District consent to create such a space, as she did not believe these rooms are considered “evidence based” practices for certain exceptionalities. David was not sure but would inquire further into it. The committee overall believed they would be in favor of purchasing a few sound absorption panels that could be moved around, to be used as needed in various areas of the school (panels are approximately \$500 each, and the committee agreed to support the purchase of 4 of these in total).

David mentioned a few inquiries he had received in regards to the K-1 playground area being in need of upgrading and maintenance. The committee discussed this and agreed to look further into the space, and to explore it as a future project to work on.

Melissa and Linnea asked when the group felt a good date would be this fall for a Vendor event at the school; an event that they would organize and set-up, with funds raised going towards a project at the school such as the upgrade to the K-1 area or other noted projects. Discussion revolved around when the best date would be – during a Parent-Teacher evening? During the weekend? On a night through the week? Ideally such an event would be set up within the gym so that parents could enter and have all vendors in the one space. David said he would check on the Gym availability for this type of event,

suggesting perhaps Nov. 12<sup>th</sup> or Nov. 19<sup>th</sup> as possibilities. He would follow-up on this with Linnea and Melissa, and update at the next meeting.

There was also discussion at this point among the attendees regarding fundraisers during the upcoming year, including: movie nights, citrus sales, Christmas wreath sale, and reserved seating ticket sales for school ceremonies/upcoming concerts. Future discussions will emerge over the next few meetings in regards to details for such fundraising ideas.

***Additional school updates:*** David

- Every student would soon receive a new LES T-Shirt
- Grade 5 Leadership groups are underway
- Ryan Laird was in to present about anti-bullying (very well-received by the students!!!)
- School pictures have been completed
- Terry Fox walk will occur the first week of October (date depending upon weather)
- Pam (the new School Secretary), is doing great and everyone is hopeful she will stay!! Say Hi and welcome to Pam next time you are in the office!
- Choir begins next week
- Bottle recycling at the school is well underway, and a parent volunteer is needed to come by each week and pick up the bags of bottles and drop them at KV Recycling (LES has an account there for any recyclables dropped off in their name, and the school receives the funds for the recycled bottles). If a parents is interested in doing this (preferably with a truck as the bags often leak), please contact David Ripley (david.ripley@nbed.nb.ca).

**Meeting adjourned at 7:45 pm**

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*Minutes respectfully submitted by B. Keyes*