

**CSMES
Home & School Executive
Meeting Minutes – November 9 2015**

Present: Amanda Sherman (President), Michele Snow (Vice-President), Shelley Roy (Secretary), Kendra Gallant (Treasurer), Carey Childs (Vice-Principal), Ron McGrath (PSSC Chair), Joy McDonald, Bonnie Hierlihy, Kerri Harris, and Regeena Christie

New Business

I Fluoride

- Recommended for Grade 1-5 students
- Permission lists previously distributed. A master list of students granted permission has been completed
- Two volunteers required
- Supplies purchased from Public Health
- Need to purchase trays
 - Action: Carey Childs to look into

II Safe Arrival

- Administered by School Administrative Assistant – Carolyn McLeod
- Going well
- Calls for students that have not arrived and have not received a call from parent/guardian are being made before 8:30 am

III Cafeteria

- Second health inspection completed. Kitchen area not completed and thus not given a pass
- Need to order pots and pans and other essentials
- Tentative operational date is January 2016
- Can home and school distribute Milk in the interim?
- Can a sample menu be provided in advance for review?
- Are we able to have a “Healthy Canteen”?

IV Scholastic Book Fair

- The event has been scheduled and booked
- Funds will go to the library
- Books will arrive Monday the 23rd of November for set-up on Tuesday the 24th of November.
- Hours of operation: class time scheduled and during parent teacher on Thursday the 25th of November
- Natasha Gillis to schedule volunteers
- Book fair sign up sheet in office

V Criminal Record Check

- In progress
- Submissions have been received.
- Who is tracking parents with completed criminal record checks?

VI Christmas Float

- An 18 ft truck/trailer required. We have not been able to fulfill this requirement. For this year we will have a group walking. Specifically grade 5 students along with guardians and teachers
- We have a banner that will have lights
- Registration for parade to be submitted by November 13. To be completed by Amanda Sherman

VII Fundraising Committee

- What fundraising activities are available?
 - Suggestions: Movie Night, Christmas Baskets, GoJi's Frozen Yogurt (Choir Sings on a night and GoJi's provides discount)
- How much fundraising should be done?
- Has the fundraising committee been contacted for a meeting?

VIII Home & School Executive Dues

- New Brunswick Federation of Home and School Associations have been paid for 10 members

IX Home and School Open House

- Well attended and very receptive

X Library

- Computer has not been received
- Shelves are installed
- Wrong supplies ordered and new ones are being ordered immediately.
- Amanda Sherman will provide Library training

XI Teacher Appreciation Week

- Organized by Executive
- It is in February
- To discuss in the new year

XII Santa's Workshop

- To late to collect items
- Bonnie Hierlihy noted there is an online supplier and she is going to forward the information to Amanda. There is no prepayment

XIII Playground Committee

- Funds now can be used in 2016-2017 (\$80,000)
- Need to apply for grants -A call to interested parties in proposal writing/grants
- What are the educational requirements for the playground for safety purposes?
- Will there be two playgrounds (K-2) and (3-5)?

XIV Next Meeting

- Meetings will be held the second Monday of every month
- Next meeting will be December 14th at 6:30 pm