

**CSMES
Home & School Executive
Meeting Minutes – December 14, 2015**

Present: Amanda Sherman (President), Michele Snow (Vice-President), Shelley Roy (Secretary), Carey Childs (Vice-Principal), Ron McGrath (PSSC Chair), Paula Waddell (Teacher Representative), Regeena Christie, Jennifer Young, Joanne Romeo, Terri Lynne De Vries
Absent: Kendra Gallant (Treasurer)

Approval of minutes from November 9, 2015 (First: Carey Childs and Second: Michelle Snow)

New Business

I Fluoride

- Volunteers welcomed
- All is going well. No concerns.
- Need to purchase small refrigerator. Keep in locked room in library
 - Action: Carey Childs to look into

II Cafeteria

- Scheduled to open January 11
- All orders to be completed online
- Students to sit by class to ensure proper distribution

III Scholastic Book Fair

- A successful event.
- Next book fair to be scheduled with Scholastics (Michelle Snow)
- \$2,200 credit for CSMES!

IV Criminal Record Check

- In progress
- Submissions have been received.
- Action: Criminal record check reminder to be distributed
- Parents wanting to volunteer for teachers should make individual request to teacher (ex: email request and discussion)

V Christmas Float

- Great participation
- Note: more volunteers needed at the parade next year.
- 27 kids attended

VI Fundraising Committee

- Christmas Baskets was a successful fundraiser
- Ideas for additional fundraising include:
 - Clothing sale (Carey to provide logo)
 - Craft/Vendor Fair (to include basket sale and 50/50 draw)
 - Gummy bracelets with the Chris code
 - Teacher Baby picture challenge
 - Cookbook – kids favorite recipes
 - Fashion Show – Teachers/Students
 - For years to come –Christmas concert videos for sale/Santa’s workshop.
(Amanda to send vendor information for items to Joanne)

VII Grade 5

- Need to establish graduation committee
- Dare fundraiser to be determined

VIII Teacher Appreciation Week – February 8 to 12

- Gifts are donations from school parents
- Includes all staff (bus drivers and administration included)
- Michelle and Terri to provide plan
- Assistance provided by executive

IX Playground

- Fundraising to be determined
- Government grant applications to be completed

X Bank Account

- Details to be determined by Mike and Carey (Joint account or separate from school)
- Signing officers (Amanda, Kendra, Shelley)
- Expenditures greater than \$75 must be approved by executive

XI Approval required for posting of Home & School Executive Meeting Minutes (First: Michelle Snow, Second: Regeena) to school website

XII School year-book in progress

XIII Next Meeting

- Meetings will be held the second Monday of every month
- Next meeting will be January 11, 2016 at 6:30 pm