

Family & Friends of Cambridge-Narrows Community School Meeting
Tuesday, November 14th, 2017

Present:

Pattie Chapman (meeting minutes)
 Andrea Vail (arrived late due to prior commitments)
 Krista Lewis
 Candice Young
 Stephanie Jeffery
 Angie Dykeman

Amber Bishop (Principal)
 Jennifer Keating (Vice-Principal)

Regards Recv'd (unable to attend)
 Jackie Perry
 Tracey Fanjoy

<u>Topic</u>	<u>Minutes</u>	<u>Owner</u>
Call to Order	Meeting called to order @ 7:01pm by Pattie	Pattie
Approval of Agenda and Review of Meeting Minutes	<p><i>Agenda</i></p> <ul style="list-style-type: none"> - Krista motioned that the agenda be approved - Candice seconded motion ✓ Motion carried – Agenda items approved <p><i>Meeting Minutes</i></p> <ul style="list-style-type: none"> - Pattie presented meeting minutes from October 10th (on behalf of Andrea). No errors or omissions reported. - Candice motioned to approve meeting minutes - Stephanie seconded ✓ Motion carried – October 10th minutes approved 	All All
Treasurer's Report	Krista reported a balance of <u>\$5935.74</u>	Krista

<p>New Business Continued...</p>	<p><u>School Updates from Ms. Amber Bishop</u></p> <p>Although Amber had nothing formally prepared, it was a great opportunity for our team to share that we are looking for input from teaching staff with regards to needs.</p> <p>The F&F Team shared examples of other larger purchases (which remain as F&F Assets), such as deep freeze located in the Home Ec. Room and six fans for ML and HS rooms. Ms. Bishop didn't believe all fans were still in classrooms (?). Pattie will look into as they will need basic cleaning/serviced each Spring for warranty purposes.</p> <p>Pattie and Krista also shared that a large portion of our fundraising efforts help with end of year awards for K-12. Fundraising planned for 2017-2018 were shared with Amber.</p> <p>Pattie shared that our group has gone before the teaching staff advising in areas we could assist financially, however, few requests have been recv'd in the past.</p> <p>Amber did share some ideas they were hoping the F&F Group could assist with, such as:</p> <ol style="list-style-type: none"> 1. New school security system (\$8k) 2. Bagel Table for classroom (\$300+) 3. Smartboard for Music Room (~\$5k) 4. Bleachers (multi-purpose due to storage) <p>Pattie shared that any such requests, should be emailed to her so that the group can have further discussion to make their decision. Requests should also outline the benefits to the students and how the purchase aligns to our mission.</p> <p>Volunteers Needed!</p> <p>Amber shared that the school needs additional volunteers. Pattie shared that parents and community members may be hesitant to volunteer unless they know what they are volunteering for. Pattie suggested being more specific in volunteer request communications. Jennifer agreed that this was a valid point and they will look at addressing this.</p> <p>PBIS (Positive Behavioral Interventions & Supports)</p> <p>Amber briefly shared this framework to enhance academic and behavioral interventions for students. Part of District improvement plan. Amber had sent info during last week of October, however, members were not able to attend due to 3pm meeting time, with monthly commitment of the same individual.</p>	<p>Amber</p>
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Action Items

<u>Item</u>	<u>Details/Description</u>	<u>Due Date or Next Update Required</u>	<u>Owner(s)</u>
F&F Assets	Pattie to look into fans locations as Amber believes some may have been moved about. These fans are to remain in ML and HS Classrooms. Fans needs annual cleaning/service.	February / March (*before warmer weather hits)	Pattie
Student Needs	Amber to provide formal requests (via email) with “wish list”, so that team can have further discussion. Requests should also outline the benefits to the students and how the purchase aligns to our mission	Ongoing	Amber
Clock Gym and Cage	Coordinate installation with Ms. Tucker. Ideally, before Annual Tip Off.	November 2017	Pattie
Pancake Breaky Supplies	Batter, syrup, plates, napkins and cutlery	November 2017	Pattie
CRA Letter	Pattie to provide cover letter to CRA regarding Official Name Change	December 2017	Pattie

Meeting adjourned at 7:37 pm

Pattie Chapman

Andrea Vail