

Minutes for Mills Haven School Council

Call to Order

A School Council meeting of Mills Haven Elementary was held on October 13th, 2015 at Mills Haven Elementary Library. It began at 6:02pm and was presided over by Becky M., with Mista Z. as secretary.

Attendees

Becky M.	Sabine S. (GBA)
Mista Z.	Brenda K. (GBA)
Jodi S.	Sigrid B. (GBA)
Kaye S.	Amy W.
Sheryl T. (GBA)	Toni B.
Marlis M.	Jennifer A.
Lynn P.	Katharina S. (GBA)
Jen R.	Sarah G. (GBA)
Sivanthy S.	Stefanie R. (GBA)
Melissa H. (GBA)	Alicia P. (GBA)

Approval of Minutes

A motion to approve the minutes of the previous September 8th, 2015 meeting was made by Jodi S. and seconded by Becky M.

Addition to Agenda

- None

School Report

- Accountability Pillar Survey:** We're doing well! The numbers look great; always room for improvement.
- School Budget:** Numbers look alright. We knew this year would be a tight budget one. We had saved money to carry over to help with this years' budget. We have some wiggle room for our incentives in case something needs to be fixed (i.e.: Smartboard fix, etc.).

School Trustee Report

School Trustee Report was presented by Lynn P.

Notes:

- a) School Boards are participating with the Government for models with schooling (teacher wages, etc.).
- b) Ardrossan École Élémentaire : Big school approved!
- c) 16,829 (or higher) is the school enrollment.
- d) Fort Saskatchewan" New school is on schedule. Opening 2016/17.
- e) Sherwood Park: Would like to build a K-9 school but finding the correct land has proven difficult. There has been approval for a K-6 school.

GBA Report

- a) **Pretzel Day:** Brought in \$837.00
- b) **Bottle Drive:** Looking at around \$532.00 each for GBA and MHSES
- c) **Class Reps:** GBA & MHSES will put out the same uniformed letter; move forward together (gr. 1 room rep still needed)
- d) **Upcoming Fundraisers:** Met fundraiser; Fundsript coming up starting in November.
- e) **Oktoberfest:** There will be no Oktoberfest this year.

Chair Report

Chair Report was presented by Becky M.

Class Representative:

- Still looking for Grade 4. Please let Becky know ASAP if you're interested.

Teacher Bios:

- Stephanie Pasutto Photography will be coming in on Thursday (Oct. 15th)

Booth at Parent Teacher Interviews:

- If anyone is able to help out, please do! Just stand by the information booth and let parents know who we are and what we do (and how they can get involved!).
- Otherwise it will be a 'Grab & Go' booth.

Volunteers for Library Book Sale:

- Mrs. V needs help!
- Setting up Monday morning (just after 9am)... Looking for at least 3 volunteers please.
- Will need volunteers during the parent/teacher/student interviews as well (in shifts)... 4:30pm-7:30pm Wed/Thurs. Please let Becky and/or Mrs. V know if you're able to help out!

New Initiatives:

- **None**

Treasurers Report

Treasurer's Report was presented by Jodi S.

- **Noon Hour Supervision:** Best year ever for families paying right away!
- **Account Balance:** \$28,618.02
- **Paid Back:** Last years ' unpaid noon hour fees including June.

Becky M. accepted this Treasurer's Report by Jodi S.; Seconded by Mista Z.

Adjournment

Becky M. moved that the meeting be adjourned, and this was agreed upon at 6:28pm.

Minutes for Mills Haven School and Student Enhancement Society

Call to Order

A MHSSSES meeting of Mills Haven Council was held on October 13th, 2015 at Mills Haven Library. It began at 6:29pm and was presided over by Becky M, with Mista Z. as secretary.

Attendees

Becky M.

Mista Z.

Jodi S.

Kaye S.

Marlis M.

Lynn P.

Jen R.

Sivanthy S.

Amy W.

Toni B.

Jennifer A.

Approval of Minutes

- Jodi S. asked that the Carnival financial reports be moved from MHSC Report to the MHSSSES Report.

A motion to approve the minutes of the previous September 8th, 2015 meeting was made by Becky M. and seconded by Sivanthy S.

Addition to Agenda

- Treasurer's Report: Add addition to Commitments

Treasurers Report

a) Account updates:

- **Casino:** End of September 2015 Balance was \$6281.23. Would like to spend right away to get our spot for the next Casino bumped up.
- Bank fees for the Casino Account are \$2 a month. Need to have enough money in there to cover the fees while waiting to receive our next cheque from our next Casino.
- **Regular Account:** Balance is \$17,505.32 (All revenue; not a lot of expenses so far).
- Hot Lunch and Milk/Kik Payments still need to come out of here for October's orders.
- Fundraisers, etc. will also come out of this account.

b) Addition to Commitments:

- Increased P/T interview supper budget from \$500 to \$600
- Add in gym floor cleaning (after movie nights) \$500
- Decreased carnival budget to \$450
- No changes to classroom incidentals budget
- Add a budget for Mr. Funke to classroom incidentals for \$200
- No changes to the Christmas concert budget

c) Review commitments/fundraising profits:

- **Freezie Day Profits: \$411.20**
- **Family Movie Night Profits: \$450.03**
- **Write-On Stationary: \$866.82**
- **Hot Lunch: \$2024.97**

d) New Expense Claims:

- **None**

e) New protocol for collecting and handing over money to the treasurer:

- Please hand in all of your receipts to Jodi S. at once. Before you do this you need to get a form (Excel sheet) from her (emailed or off our school website) where you insert all the information needed. Once you have done that, please have a member of the Council look it over and check that all the receipt amounts are correct. They will need to sign off on this. You can then hand in your form with receipts. Please keep in mind, if you are purchasing for an event (i.e. a fundraiser), handing in all of your receipts once you are done getting everything for that event makes things run much more smoothly... and will help in you getting your cheque quicker. Also having one person do all the shopping for the event will make things on Jodi's end go quicker. Thank you.

- As well, when filling out your Excel form for fundraisers, please do the following totals at the bottom of the form:

Total Cash \$

Total Cheques \$

f) Motion:

- Jodi S. motions to accept the new commitments of increasing the Parent/Teacher Interview supper budget to \$600 from \$500; add in gym floor cleaning (after movie nights) for \$500 and keeping this budget under Commitments in the future; decrease the Carnival budget to \$450; keep Classroom Incentives budget the same (\$10/kid for grades 1-6 and \$5/kid for Kindergarteners) but add in Mr. Funke for a Classroom Incentive of \$200; and keeping the Christmas Concert budget for bussing and building rental the same at \$1600; Seconded by Becky M.; all in favor; Carried.

Chair Reports

Volunteer List/Fundraising List

a) September Bottle Drive:

- Looks like it will be about \$532 each for GBA & MHSES

b) Family Movie Night:

- "It went really, really well."
- About a \$450 profit!
- HUGE 'Thank You' goes out to Sivanthy S., Jodi S. and Lisa H. for all the hard work they put into running the show.

c) Chrome Book Printers Update:

- Jodi S. stated: Costco has laser printers for \$147.99. Need 6 of them, so $\$147.00 \times 6 = \932.34 (gst included).
- The laser printers are the Brother Monochrome (B/W); Energy Star; 30 pg/min
- Will have to buy toner from Staples. Pricing to come.
- Printers can be paid from Casino account. Toner can be paid from the Fundraising account.

d) Hot Lunch:

- October had 230 Orders placed
- 3 Hot Lunch dates in October
- Panago, Extreme Pita & Swiss Chalet
- Mista had not heard of any negative feedback from the first Hot Lunch (Panago) – Please let her know if anything went awry!
- November currently has 142 paid orders; 2 unpaid (closes on the 15th)
- 2 Hot Lunch dates in November
- Subway & Fresh Healthy Café
- Emails (reminders) to families seem to be helping!

e) Milk:

- Going really well.

- Cheryl is helping out with the kids
- October (part 1) Milk & Kik had 99 orders placed
- October (part 1.5) Milk & Kik currently has 27 orders
- A decline on orders placed is expected after the opening orders as kids now have their cards

f) Cookie Crumbles – Oct 1-15th

- It's going well!
- **Pizza Party incentives and Top Student prizes:**
 - Top three classes will have a pizza party
 - Top Student Prize: Shell donated a Telus World of Science Pass.
 - MHSES will add in candy and a gift card to Chapters (\$10)

g) Volunteer list/fundraisers

a. Cookie Crumbles Delivery (Mid November, 15-20 Volunteers needed):

- Trying to get a delivery date after Fall Break
- Will need the 15-20 volunteers on either a Mon/Tues. Will let them know as soon as Cookie Crumbles sets a delivery date.
- So far the fundraising results seem to be going well!
- REMINDER: Cheques need to be filled out to MHSES **NOT** Mills Haven School
- Kaye S. will send out a reminder about the cheques via email tonight

b. Silver Bells Collection

***December 10th (Thurs AM) rehearsal – 6 Volunteers needed:**

- It has been suggested that there be signs on the doors during the dress rehearsal explaining when the afternoon performance is and that this is a Dress Rehearsal (no guests watching please)

***December 11th (Fri PM) concert – 8 Volunteers needed:**

c. Popcorn Day – December 14th or 15th:

- Will happen on Tuesday, December 15th.
- Start time: 8 AM!

d. New Playground Equipment idea:

- Please let Becky M. or Kaye S. know if you have any ideas!
- Division 2 has the concrete pad; need some ideas for there.
- Ideas:
 - Tetherball
 - Templates of games that can be spray painted on the cement
 - Benches? For those readers!
 - Snowshoeing (Could store in the gym storage)
 - Pylons (for hockey)
 - Community Project (Parks & Rec):
 - Green Shack
 - Build a heated shed for skating
 - Could be used for gym class

- Hockey Helmets provided
- Look into how Brentwood did this

Announcements

Next MHSC & MHSES Meetings will be Tuesday, November 17th, 2015. At 6:00pm in the school library.

There will be NO December meeting this year.

Adjournment

Becky Mitchell moved that the meeting be adjourned, and this was agreed upon at 7:19pm.