



**Maple Ridge Elementary School Council**  
**Meeting Minutes September 20, 2016**

**6:30 – 8:28 pm**

**Attendees:**

Nicole Guertin-Colverson	Amri Murray	Micheline Lalonde
Natalie Makara	Kerry Harris	Travis Allard
Cynthia Allen	Medjina Samah	shawn Rodgers
Dave May	Tanya Long	tom west
Barbara MacIntyre	Crista Harris	Crystall Matherson
Wil Ddykstra	Elitza Palazor	Jayson Brown
Tracy Murdoch	Jacque Jette	Sarah Ford
Rosita McLaughlin	Michelle Snook	Lousie Libbos
shealee free	Kristi LeBlanc	Tamara Johnston
Robin Janusja	Jennifer Tracey	

**Meeting called to Order** – Nicole Guertin-Colverson at 6:30pm. First item was voting for 2016/2017 school year.

Nominations and voting for the 2016/2017 chair

- Went through all of the nomination and reviewed prior to voting taking place. All applied candidates brought forward their reasons why they are interested and thus allowed the greater attendees to vote after the fact. Below is your 2016/2017 School council.
- **Chair** – Cynthia Allen
- **Co-Chair** - David May
- **Treasurer** –Wil Dykstra
- **Community at large** – Barbara MacIntyre
- **Secretary** – Shealee Free
- **Communications office** – Rosita McLaughlin
- **Member at large** – Attendance list is going around for a member at large and they will put a star beside their name.

- **Fundraising officer** – Tracy Murdoch

**June minutes** – are approved by Tracy and seconded by Robin

**Chair report – Cynthia Allen**

- There is a principle profile that needs to be reviewed, we will vote in October as they are due October 31<sup>st</sup>, 2016. Please review and share your suggestions, so we can then submit to the board at the end of October with the principles motion.
- Set dates, these are held on the 2<sup>nd</sup> Tuesday of every month, with the exception of March break so it will be the third in Sept / March and June. The dates have been completed and I will add the calendar in there. We need to have at least 6 of them throughout the year.
- School council training and Cynthia will send out the information for this years. The date is on November 19<sup>th</sup>, 2017 between 8:30am-12:30pm
  - More information to come in the weeks to come
- OCASC – the next meeting is on Sept 29<sup>th</sup>, 2016. It is normally the 3<sup>rd</sup> Tuesday of every month. If you are interested, Cynthia will be going and you can go with Cynthia.
- Sept 22<sup>nd</sup>, 2016 there is meet the teachers, we have asked and will be allowed to set up a table and that has been approved. We will be there to share about the math-bags, how the grants work, what council does,
  - Cynthia and Barb will be there.
- Math night - November 24<sup>th</sup>, 2016 from 6:30-8:30pm is a math night for students JK to grade 6. They have said that they can accommodate ~300 people which would mean that you can take about 150 people.

**Communications update**- Rosita

- We have a council email yet there is no reply from them. If it is council related you can get in touch with us via the council email address.

**Financial Report** – Wil Dykstra (Appendix 1)

- We are starting out the year with \$15,867.00 for 2016/2017 year. There is another 10 years for our structures, originally we thought we would have needed to start fundraising right away. Please see attached for a full summary and breakdown.

## **Fundraising –**

- Pizza orders have started. If you had an account last year, you will need to start again.
- Reminder for Pizza day, the cut off on Monday. We will resend out with the code in the email. 12:15pm on Thursday is Pizza day, if you can volunteer please reach out. You will be out of the school by 1:10pm.
- We also have the lunch lady reminder we can send on Sunday night. The 1<sup>st</sup> lunch lady was on today and we had a total of 66 orders this week. You will get weekly reminders to order and you can cancel same day by 8:00am if your child is ill. This by no means is the money maker, but rather a convenience for parents.
- Reviewed all of the loyalty programs, we add in Samko & Miko toy warehouse sale to the programs this year.

## **Dance-a-thon**

- We will be doing this again this year, it was such a success and we raised over 12K!
- The money from the dance-a-thon last year went towards the carpets, tables and chairs for the library. The additional funds raised went towards devices within the class rooms.
- The dance a thon will be going again this year, we are confirmed for November 4th, 2016 – vote taken and all in favor. We are hoping that kids will see family during the long weekend for the funds. Last year was done so late in the year that they older kids were not able to see what they got from their earnings; thus we will be doing it earlier.
- We will come up with a theme for this coming years dance a thon. There are some kids that went above and beyond by doing bottle drives.
  - We will look for a GC for the top earners and pizza parties for the top classes. We also gave VIP tickets for kids who raised more than \$100.00
- We will send out the papers before on the Wednesday, we will start next week. We will start putting a teaser on the announcement and we will put posters and meet the parent's night. When are we meeting
- This year's funds will go towards the curtain for the stage and improvements
  - They can submit a wish list and we will work through the logistics. We can do it by grade and get them all exciting
  - We will work through the decorations and the posters this year
  - We will do pizza again by division
  - Top raising student per division
  - We will also to the VIP pass
  - Glow sticks again this year

- The Goal for this year 15K this year. There is no shortage of enthusiasm to reach this goal-

**Principal Report** – Nicole Guertin-Colverson

- Krista Cooper is new in the office and has since started this year, she is here from 8:30am-12:00pm on a daily basis.
- We have ~550 students this year, we do not have a re-org based on the amount of pupils who are in the school and registered.
- We are hiring a new ECE right now and we are looking for a longer term ECE. We should have the permanent person in place by Monday of next week.
- This year, for the first year Maple Ridge will have a student council. There was nomination and posters, they are campaigning. There is a speech on Friday and then a vote. It will be for kids who are in grade 4 -8, it will be run by the grade 5 students as this is part of their curriculum
- With money from council, there is some work being done. There is a retaining wall and we will be also covering up the roots that are open. There are also benches coming in, the cost is high and we will cover this through budget from council
- We have a crossing guard who earned award for favorite crossing guard. She has won 2 years in a row and each time we got \$300.00. The two buddy benches has been purchased and they will be put in shortly. The buddy benches are there for kids who feel alone and then it will work as a school community to get the other kids engage. We will use these benches in our school.

September 20<sup>th</sup>/2016 meeting minutes approved by MRES council:

*Cynthia Allen*

\_\_\_\_\_  
Executive Signature

*October 11/2016*

\_\_\_\_\_  
Date

Appendix 1.

**Maple Ridge - Parent Council  
Income Statement**  
(as of September 20, 2016)

	Jul '16 - Jun 17	Jul '15 - Jun 16
<b>Income</b>		
<b>Lunch Programs</b>		
Revenue	0	24,262
Expense	0	-13,929
<b>Total Lunch Programs</b>	<b>0</b>	<b>10,333</b>
<b>Dance-A-Thon</b>		
Revenue	0	12,698
Expense	0	-522
<b>Total Dance-A-Thon</b>	<b>0</b>	<b>12,176</b>
<b>Family Fun Day</b>		
Revenue	0	7,376
Expense	0	-3,595
<b>Total Family Fun Day</b>	<b>0</b>	<b>3,781</b>
<b>Entertainment Book</b>		
Revenue	0	3,240
Expense	0	-2,182
<b>Total Entertainment Book</b>	<b>0</b>	<b>1,058</b>
<b>Movie Night</b>		
Revenue	0	0
Expense	0	0
<b>Total Movie Night</b>	<b>0</b>	<b>0</b>
<b>Other</b>		
Grants	0	4,000
Other revenue	0	643
Other expense	0	-203
<b>Total Other</b>	<b>0</b>	<b>4,440</b>
<b>Total Income</b>	<b>0</b>	<b>31,788</b>
<b>Expense</b>		
Donations, sponsor	0	1,500
Interest, bank charges	5	256
Miscellaneous	0	455
School - activities	0	2,689
School - books & equipment	0	14,838
School - greening	0	0
<b>Total Expense</b>	<b>5</b>	<b>19,738</b>
<b>Net Income</b>	<b>-5</b>	<b>12,050</b>
<b>Cash, beginning of year</b>	<b>15,872</b>	<b>3,822</b>
<b>Cash, end of year</b>	<b>15,867</b>	<b>15,872</b>
<b>Reconciliation</b>		
Balance per bank	49,799	52,822
Balance per PayPal	15	2,015
Outstanding cheques	(7,410)	(6,278)
Outstanding deposits	2,000	3,260
Commitment (School Yard)	(27,603)	(27,603)
Commitment (Activities/Equipment)	(934)	(8,344)
Future payments (hot lunch, etc)	0	0
<b>Cash, end of year</b>	<b>15,867</b>	<b>15,872</b>