

ECOLE SACRE COEUR PARENT COUNCIL

June 10, 2008

Meeting called to order at 6:15pm

Attendance: Nidia Gago, Lisa Calvez, Sarah Arnold, Wendy Hall, Michelle Rudachek, Dana Price, Jacqueline Fortier, Shawna O, Wan Shirritt-Beaumont and Adele Perry

Agenda approved - 1. Dana P 2. Wendy Hall

Minutes approved - 1. Dana P 2. Wendy Hall

Bookkeeper's report – Approval of Financial Reports (April 22 – May 21) - 1. Shawna O 2. Dana P. There appears to be approximately \$3,000 in Lunch Fees unpaid. Bookkeeper indicated that of the four Families that had claims filed against them in Small Claims Court one paid. Motioned made that these three remaining families should be withdrawn from the Lunch Program if payment is not received by September 2008 and that letters should go out to the three remaining families indicating same. - 1. Shawna O 2. Dana P. Motion made to set a threshold at \$150.00 at which point the Bookkeeper is instructed to file in Small Claims Court for the outstanding Lunch Fees per child. Motion made by Bookkeeper to make available “Special Jobs” that those parents who are severely behind in their Lunch fees and who can not work the Lunch Program may do to work of Outstanding Lunch Fees. 1. Dana J 2. Shawna O Bookkeeper indicated that there is approximately \$7000 in the Lunch Program account and motioned that an additional \$500 can be donated toward the Playground Structure Phase 2 from the Lunch Program account. 1. Shawna O 2. Dana P.

Old Business

Playground Structure Phase 2 Committee Meeting - Jacqueline advised that she received a response from the University of Manitoba Architectural Department Head whom we approached to help us design the second stage of the playground. The Department Head indicated that they are wrapped up in other projects to help us at this time. However, the Department Head indicated some other places that we could get some help designing the second stage of the playground.

Donation to Playground Structure Phase 2 – Treasurer indicated that we can afford to donate \$4,000.00 towards the Playground Structure Phase 2 out of the Fundraising account at this time. Motion made to donate \$4,000.00 towards the Playground Structure Phase 2. - 1. Shawna O 2. Dana P.

Lunch Program Supervisor's Assistant Position - Motion made to create a Lunch Program Supervisor's Assistant position and offer the newly created position to last year's 2nd runner up for the Lunch Program Supervisor Position at a rate of \$20.00 per day or another appropriate candidate. 1. Shawna O 2. Dana J. With the assistance of the Lunch Program Supervisor, Wan is to create a job description for the Lunch Program Supervisor's Assistant position.

New Business

Year End Gifts for Permanent Staff – Wan made a motion on behalf of Lunch Program and Before and After School Program Staff asking that the last day of School (a half day) be

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considered a full day as a bonus. 1. Shawna O 2. Dana P. Motion made by Shawna to provide permanent staff with \$25.00 Gift Certificates to Polo Park Mall as a bonus. 2. Dana P.

Principal's Report - Principal made motion that since it is the Babysitting Course Coordinator's last year Parent Council should consider giving her a \$25.00 Gift Certificate as well. 1. Shawna O 2. Dana P. Principal recommended that the Lunch Program Supervisor work till 1:00 to attend to Lunch Program issues. 1. Shawna O 2. Adele motioned at we increase the Lunch Program Supervisor salary to \$40.00 per day. 1. Shawna O 2. Dana P Principal presented the bill for babysitting during Parent Council Meetings throughout the year and asked we pay the babysitter. 1. Dana J. 2. Shawna O.

Vice-Principle's report – Order forms for Year book will be going out in June.

Treasurer's Report – Reported that there is a \$6,600.00 balance in the Fundraising account before donating \$4,000.00 towards the Playground Structure Phase 2.

Lunch Program – Cold Lunch Month has appeared to be free up time for Lunch Program Staff to better supervise the children.

Before-After school Program - Everything is going well.

Fundraiser – Lisa to look into doing a Flower bulbs fundraiser next year. Discussed idea of getting some of the parents who are behind in their Lunch Fees to help with the the Flower Bulb Fundraiser if we decide to go ahead with the Fundraiser.

Other Business – Pot-Luck for Parent Council scheduled for June 19/08

Meeting adjourned 8:30pm