

Hampton Elementary Home and School Meeting Minutes

Date:	Thursday, January 11, 2017 - 6:35-8:00 PM HES Library
Attendees:	Tammy Simpson - President Rayda Simpson - Treasurer Erin Roy - Secretary Julie Stewart - Vice Principal Melanie Bradshaw - Teacher Andrea Hughes - Member Krista Webb - Member Jody Morehouse
Recorded By:	Erin Roy

<u>Item</u>	<u>Discussion</u>	<u>Action Items</u>
Welcome/ Opening Remarks	<ul style="list-style-type: none"> - Tammy called the meeting to order at 6:35 PM. 	
Approval of Minutes	<ul style="list-style-type: none"> - The minutes from December's meeting were approved by Krista and seconded by Radya. 	
Treasurer's Report	<ul style="list-style-type: none"> - The current balance of the bank account is approximately \$54,236. - Before all of the vendors were paid, the revenue from December's healthy lunch was \$3398 (\$363 paid to Angelo's, \$1436 paid to L.O.U. Services and awaiting an invoice from Mama George's). - February orders are being accepted until January 20. - New cheques were ordered from Kwik Kopy Printing that amounted to \$41.98. - Bayview's monthly bank fees of \$4.00 were also paid. - A whiteboard/corkboard was purchased from Denis for H&S to use in the school's lobby. It cost \$50.19. - New whiteboard markers were purchased for teachers that cost \$176.44. 	

Treasurer's Report (continued)	<ul style="list-style-type: none"> - Radya is awaiting invoices from Java Moose for the remainder of the coffee sales, some teacher requests and as mentioned earlier, the one for Mama George's December lunch orders. 	
Principal's Report	<ul style="list-style-type: none"> - The school will be having a book swap for Literacy week and books will be collected starting next week. - Grade 5 Intensive French students will switch classes on February 5. - Theatre New Brunswick will be performing in February. - There is a half of day of school for students on Wednesday, January 17. All staff will hear a presentation from a guest speaker about dealing with trauma. 	
Teacher Requests	<ul style="list-style-type: none"> - Mme. Golding requested 10 Toobaloo to use for her class. Erin will look in to ordering them from Scholar's Choice as she has a membership. We will reach out to see if Nancy can check other catalogues to see if they would be cheaper. - Mme. Bradshaw bought a pencil sharpener, a microscope, markers and clipboards for her class. Radya approved her request and Tammy seconded it. All in favour. Radya wrote Mme. Bradshaw a cheque for \$146.43. 	Erin will email Nancy and order the Toobaloo if they are not found any cheaper.
PSSC Report	<ul style="list-style-type: none"> - PSSC have not had a meeting in January yet. It is being held next week and Julie will try to attend. 	
Staff Appreciation	<ul style="list-style-type: none"> - We discussed the schedule for Staff appreciation week February 12-16. There will be food for the staff every day (Monday - soup and rolls; Tuesday - Crackers, cheese and dips; Wednesday - free pizza day and salads; Thursday - Fruit and veggie trays; Friday - Muffins, cookies and coffee). - Andrea offered to be in charge of the Staff Appreciation committee. She will edit the information sent out to parents last year regarding Staff Appreciation. Then Home & School will send an e-mail 	

	<p>to Mrs. Blanchard so it can be sent out to all parents. Interested parents will e-mail the H&S e-mail account.</p> <ul style="list-style-type: none"> - Andrea will make up a schedule and it will be e-mailed out to parents interested in participating. - Andrea will check with Robin's about a coffee donation or a discount on coffee. - We discussed that the staff could order different toppings on their pizza. - We will reach out to parents for donations of gift cards, etc. to do draws for staff. - Gift bags will be made up for bus drivers after donations are received at the school. - The deadlines for non-perishable donations will be February 1st so H&S can see if they need to purchase anything. - We set a budget of \$200 to spend on staff appreciation. 	<p>Erin will forward Andrea the message sent out last year.</p>
<p>Afterschool Movie</p>	<ul style="list-style-type: none"> - On February 15th, the Emoji Movie will be our afterschool movie. - We will make sure that the pickup time of 4:30 PM is posted to our Facebook group and clearly written on the permission form. 	<p>Tammy will check with Karen Saunders about making popcorn.</p>
<p>Healthy Lunch</p>	<ul style="list-style-type: none"> - Orders for Mama George's chicken noodle soup were quite low so it was agreed upon to try grilled cheese sandwiches on Monday instead. - The school needs to let Tammy know if there are any shortages on lunches, so she can let the vendors know. - The Free pizza day will be on February 14. Tammy made the order forms and they will sent home with students. - Radya will create an online survey for parents about Hot Lunch so we can have more parent input. 	<p>Radya to make parent survey.</p>

<p>Big Fair Day</p>	<ul style="list-style-type: none"> - We have tentatively set the date for Saturday, June 16th from 10:00 AM-2:00 PM. - We agreed on a \$2500 budget for Quillis for a slide, an obstacle course, "Wipeout" and the "Soft mountain." - We discussed having pony rides again. The two previous years the quote given was \$250. - We would like to have Alison Campbell back for facepainting. - Tammy proposed that we order a new sign for advertising for Big Fair. Krista seconded Tammy's motion. - Rayda proposed a contest for the punch cards. Students could design a picture for the front of the cards. Tammy wants to check how many punchcards are left before giving the go ahead for the contest. - We also discussed providing a custodian with a detailed checklist of things to do and to check-in with a H&S member every 30 minutes. 	<p>Erin contact Mountain View Stables.</p> <p>Tammy check with Alison. Tammy to get quotes on sign.</p> <p>Rayda will organize the punch card contest.</p>
<p>New Business</p>	<ul style="list-style-type: none"> - H&S whiteboard updates - Krista will e-mail Nancy upcoming events and important H&S deadlines. Mme. Bradshaw mentioned she could recommend a couple of students that could update the board and the possibility of the "Student Secretaries" doing it was also mentioned. 	
<p>Next Meeting</p>	<ul style="list-style-type: none"> - We will meet again on Thursday, February 8th at 6:30 PM. 	
<p>Adjournment</p>	<ul style="list-style-type: none"> - The meeting adjourned at 8:25 PM. 	