

**Glenbrook Community Preschool  
Parent Advisory Committee  
June 3<sup>rd</sup> 2009  
Glenbrook School**

**In attendance:**

Shelley Russell	Jean Lucas	Liz Fozzard	Nadia Honnet
Shelley Hertz	Rachel Robinson	Brenda Morton	Brenda Miller
Shannon Taylor	Ella Vijas Wilson	Lisa Thompson	Rebecca Hill
Susan Fatovich	Sandra Graf	Lynda Phillips	Kim Carter

**Minutes Corrections/highlights:** passed for Feb., March and May. Motioned by Lynda Phillips, 2<sup>nd</sup> by Lisa Thompson

**Chair:**

- Everyone was introduced.
- Lynda thanked committee members of the past year for their support and time.

**Vice Chair:**

- Nothing new to report.

**Secretary:**

- Nothing new to report.

**Registrar:**

- Our numbers are about the same as last year.
- Will get summer letters out to teachers before year end.

**Treasurer:**

- Financial statements presented.

**Advertising:**

- Nothing new to report.

**Volunteer Coordinator:**

- Will advertise for new treasurer, Shannon wishes to step down. (Nadia will put in newsletter).

**Fundraising Coordinator:**

- Raised \$6787.78 for the year!

**Payroll Administrator:** absent

**Community Liaison:**

- Key needed from Shirley for shack for picnic

**Newsletter:**

- Asked for concluding chair's message; advertise spaces available for 2 and 3 year old programs;
- Reminder picnic is on the 19<sup>th</sup>, 11-1pm, magician booked from 11:30-12:30

**Web Manager:**

- Will include on site that the first of classes is Tuesday, Sept. 8<sup>th</sup> 2009.

**Social Coordinator:**

- Magician booked for picnic
- Need tables from Shirley at community centre.

**Snack Coordinator:**

- Nothing new to report

**Teachers:**

- Booked carpet cleaner for the 15<sup>th</sup>.
- Everyone needs addresses for all their emergency contacts by Sept. 30<sup>th</sup>. Should put on form that parents fill out.
- Parents of 2 yr olds, should not be on non-executive positions.

**Old Business;**

- Licenses are here!
- Policies and procedures will be updates along with handbook .
- Everyone to submit their updated/revised job descriptions to Chairperson

**New Business;**

- Start and end dates for 2009/10 School year:
  - First day of school: Tuesday, Sept. 8
  - Last day of school: Wednesday, June 16
  - Year End Picnic: Friday, June 18

August meeting is set for **Tuesday August 25<sup>th</sup>** ( will then decide when all other monthly meetings will reconvene).

Meeting adjourned 7:56pm