

**Glenbrook Community Preschool**  
**Meeting: Nov. 5, 2008**  
**Place: Glenbrook Elementary School**

**In Attendance:**

Brenda Miller	Lynda Phillips	Kim Carter	Lisa Thompson
Liz Fozzard	Rebecca Hill	Sandra Graf	Shannon Taylor
Nadia Honnet	John Twaddle	Larissa Gellata	Jean Lucas
Brenda Morton	Tiffany Stones		

Meeting called to order at 7:03pm

**Highlights/Corrections to past minutes:** no corrections to Oct. 2008 meeting, passed by Jean Lucas and Lisa Thompson

**Committee Reports:**

**Chair:**

Tiffany Stones has stepped down at Registrar. Rebecca Hill will take over lead position as Registrar.  
Will advertise for new assistant to the registrar.

**Vice Chair:**

Nothing new to report.

**Secretary:**

Nothing new to report.

**Registrar:**

5 spaces available, not worth the dollars to advertise for these positions.  
Frequently Asked Questions. Would like to put them on the web, but asking executive to look over first for any changes.  
2 yr. old program, pre-registration for January, will start end of November. Will talk to Starla to clarify dates.  
Open House/Registration – Ask Jeanee to contact hall about possibly use on March 3 or 4 2009. Lynda will phone CBE about possibly having a joint Open House/Registration all in one evening. Will be revisited at the next meeting.  
Will advertise to get forms online and fill them out beforehand.

**Treasurer:**

Everything is balancing.  
Will need a new co-signer for cheques. Rebecca Hill will gain authority.  
Unsure who pays taxes, need to contact past treasurer.

**Advertising:**

Will advertise with Calgary Child Magazine and Family Resource Guide.  
Deadlines approaching. Approved for color advertisements to increase exposure.  
Suggested to also advertise in the Glenbrook School Letter and the Glamorgan Community Kindergarten newsletter.

**Volunteer:**

Absent

**Fundraising:**

Regal still owes parents money. Preschool will just re-imburse parents.  
Student Union Book fundraiser a great success, bringing in over \$2000. \$99.00 was in donations. Given 10 free books, gave one to teachers and give the extras to the Women's Shelter  
Simple Simon Pies is the next fundraiser. Reminder to parents to not send cash.

**Payroll:**

Absent. Statements are getting to teachers.

**Community Liason:**

Absent

**Newsletter:**

Nothing to report

**Web Manager:**

Possible to have separate emails for teachers but not necessary.  
There is storage space so minutes of the executive meetings could be kept there.  
Still need to update photos, Nadia will look into that.  
After FAQ are revisited, will add that to the web page.

**Social Coordinator:**

Reminder to phone city to mow lawn for yr end party.  
Needs phone number to book face painters  
Hall is booked

**Snack Coordinator:**

Absent

**Teachers:**

Happy with room  
Wish to buy Shop Vac, approved.

**New Business:**

**Policy Changes: Toilet Training**

Need to change policy of no pull ups for children. Causing a lot of stress for child, family and teachers. Lynda will rewrite policy, with parents being aware they have to come back to the school, to change their child, if there is an accident. Lynda will first send it out to Liz and Brenda Miller for feedback.

**2 yr old program:** allow for 2 cheques for the year, fall and spring.

Meeting adjourned at 8:10pm

Next meeting Wed. Dec. 3<sup>rd</sup>.