

Glenbrook Community Preschool
Meeting: October 25, 2011
Place: Glenbrook School

In Attendance:

Patti Freestone	Yumiko Joseph	David Joseph	Lindsay Smith
Kim Gould	Brenda Miller	Tracy Lonnen	Liz Fozzard
Sherry Choma	Nicole Liesemer	Kristi Gould-Clark	Laura Swainson
Pam Eike			

Meeting called to order at 7:01 pm

Motion CARRIED: To approve agenda as distributed (by: Kim Gould and David Joseph)

Motion CARRIED: To approve September minutes as distributed (by: Nicole Liesemer and Brenda Miller)

Executive and Committee Reports:

Chairperson (Kristi Gould-Clark):

- Received renewed Health and Safety license from Government

Vice Chairperson (Chantelle Majkovic, absent):

- No report

Registrar (Tracy Lonnen):

- D15 listed on both morning and afternoon class lists
- Liz's Mon/Wed/Fri morning class is full
- 6 on waiting list for 3 year old class, plus an additional 5 inquiries
- Have enough interest to consider starting another 3 year old afternoon class in January
 - Nicole to determine financial benefit of creating another class – must be more than a breakeven scenario to move forward
 - Liz may not be available to teach the class, would have to find another teacher
- 5 spots available for 4 year olds
- 3 spots available for 2 year olds
- Lindsay Smith to help with Registrar responsibilities

Secretary (Laura Swainson):

- No report

Treasurer (Nicole Liesemer):

- Subsidies
 - There are parents, who have been approved, waiting to receive their subsidy reimbursement from the preschool because the preschool is waiting for payment from the government
 - Going forward, Nicole will mail reimbursement cheques to approved families on a monthly basis, regardless of whether or not the preschool has received payment from the government
- \$25,00 surplus for September
- Budget
 - \$6,000 surplus, without factoring in 2011/2012 fundraising

Web Manager (Sherry Choma):

- \$133.73 website hosting fee
- \$15.62 domain registration fee
- No other monthly/annual fees
- Posting play dough recipe on website

Fundraising Coordinator (Cassia Swainson, absent):

- Lamontagne
 - 55% profit for chocolate Easter box
 - 50% profit for dry mix cookie dough
 - Chocolate box has been very profitable at Easter – keep as Easter fundraiser
- LKG
 - Waiting for flyers to be mailed by LKG – flyers may not go out with the rest of the fundraising information
 - Launch fundraiser at Christmas
 - Use as Christmas fundraiser, and then continue through remainder of the year with “teacher’s pick” in monthly newsletter
- Purdy’s
 - 25% profit
 - No longer considering for Christmas
- Hook Lifestyle Clothing
 - www.hooklifestyle.com
 - Local company
 - Use organic cotton
 - Could design custom shirts (silk screen) for the preschool
 - \$10 cost (children’s sizes), could sell for around \$15
 - Have available for sale on registration night for parents to take home to their children
 - Cassia to look into what they would require in terms of an initial commitment from the preschool (i.e. would we have to preorder 50, etc.)

Advertising Coordinator (Pam Eike):

- No report

Payroll Administrator (Jill Rehman, absent):

- No report

Community/Preschool Liaison (Tracy Lonnen):

- No report

Social Coordinator (Talia Dougall, absent):

- No report

Teachers (Liz Fozzard and Brenda Miller):

- Parents in the classroom
 - Changes the dynamic of the class
 - Benefit to setting a restricted time frame – last half hour of the class
 - Teachers to determine what arrangement works best
 - Kristi will deal with any parental concerns with change in policy
 - Need to reword policy and procedures
 - Change “volunteer” to “observe”
 - To volunteer, parent must undergo police check
 - To change policy, must post notice in cloak room 30 days prior to vote, will also put notice in children’s mailboxes
 - Vote at next PAC meeting (November 29)
 - New wording: *Parents are welcome to observe a portion of their child’s class, having made prior arrangements with the teacher*
 - Many parent visits occur in May and June, which is already a busy time in the classroom, set a cutoff date for visits (e.g. end of April)
 - All mention of classroom visits to be removed from website and registration brochure until after vote and new policy determined

Newsletter Editor (Kim Gould):

- “Teacher’s spotlight”
 - Get to know the teachers/aids
- Reminders:
 - Cold and flu policy
 - Indoor shoes
 - Provincial subsidy
 - Check Preschool’s website for PAC meeting minutes and archived newsletters
- Music class
 - Wait to include in newsletter until all classes begin (3 years olds and 4 year olds)
- Registration for the Winter/Spring 2 year old class begins in November
- STUP fundraising amount – Cassia to get amount to Kim
- Play dough recipe

Meeting adjourned at 8:23 pm

Next Meeting: November 29, 2011 7:00pm
Location: Glenbrook School
Please RSVP swainsonl@gmail.com
ALL PARENTS WELCOME!