

L'ecole Des Petitis

Executive Meeting Agenda

Date: December 18, 2015

Meeting Called to Order: 1748

In Attendance: Katie Forre, Jennifer Aitken, Patricia Riopel, Genessa, Helene N'dour, Zinnie Breitzkreutz, Niki Dionne-Nielsen

Approved Minutes for last meeting: Niki; seconded Patricia

Approved Agenda: Patricia; seconded Niki

**Presidents Report:**

- **Update-late fees from parents** - one parent has missed payments - parent will meet Katie on Monday to make final payment so she will be paid up and pay late fees; will only pay cash from now on; everything has to be caught up by end of December
- **Notice sent to Braden Equities about smoke in bathroom - need to let them know if we smell anymore smoke**

**Vice Presidents Report:**

- Update - \$104 made in December from Sobey's gift cards; finished now for the four months
- 478\$ from optional fundraising - Sobey's and Mabel's labels
- de Simons fundraising - \$1127.75 - will probably not do this one next year as it is a lot of work
- stawnichys fundraising made \$755.04
- \$2361.32 total fundraiser made to date
- 6 families haven't completed any fundraising; 22 families completed fundraising; 21 families not completed

**Treasurer's Report:**

- Bank Balance - \$1.31 profit this year; balance is negative \$3000; had to withdraw from casino; will add the money back to casino account when we get it
- Budget - given to Katie
- Salary - salaries going up in January
- Fundraiser - fundraising buyout needs to increase \$250 and fundraising increase to \$500
- Fees - fees need to go up \$5.00 a person/ per month  
include the music for next year in the school fees
- School Supplies - school chairs (14 inches) sets of 6 - \$219 a set - we need four sets

**Teachers Report:**

- Update -will be getting a couple new things
- Girl Guides will be providing their payment

- 2 day pm we are struggling to fill placements for when Genessa is away doing her schooling
- bricks for kids - for 2 day kids in March - \$200
- Puppet lady for 3 day kids in March

**Registrar's Report:**

- Update- new students for the new year - none that we know of to date
- **update all binders with current school lists**

**Purchaser:**

- **update - chairs can't afford at this point**

**Newsletter/Communications:**

- update - email will be sent over the holidays; update protocols to parents and get updated contact information
- newsletter - send it out January 2, 2016

**New Business:**

- **set and finalize for AGM meetings**
- **update By-laws; haven't been updated since 2008**
- **open pre-registration for existing members**
- **early February for new clients and families**

**Next Meeting: January 13, 2016 @ 7**

**Time Meeting Ended: 829**