

Mike Mountain Horse School
“Partners in Action for Our Children”
School Council Meeting Minutes

Date: November 9, 2011

Location: MMH Staff Room

Meeting Chair: Heather Petherick

Attendees: Heather Petherick, Corinne Steele, Lindsey Still, Katherine Risling, Erin Moland, Teresa Vanee, Teresa Servano, Michelle Conrad, Corinne O'Neill, Ahmed Ali, Mich Forster, Paul Bryant, Kelly Jo Craddock, Lori Nelson, Stacy Deys, Gwen McTavish, Chris Preddy, Treena Trechka, Christina Spooner, Cindy Goldhawk, Deanne McDonnell, Lance Chong, Marnie Rogstad, Edwina Giesbrecht

Regrets: None

1. Call to Order 6:30pm

- a) Introductions
- b) Approval of Agenda
 - Motion to approve the agenda made by Treena Trechka
 - Seconded by Corinne Steele
 - Carried
- c) Approval of Minutes
 - A request was made to email out the minutes from each meeting.
 - Motion to approve the minutes from October 12th made by Deanne McDonnell
 - Seconded by Christina Spooner
 - Carried

2. Principal's Report

- Pajama Day and Hot Lunch to be held on November 16th
- Parent/Teacher Interviews to be held on November 24-25
- Christmas Concert at Southminster United Church on December 15th at 6:30pm
- Bingo activity scheduled for December 16th
- Last day of classes for 2011 is December 23rd - Class resumes on January 9th

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- Artist in Residency Program ðClay for Kidsö in January/February 2012
- Lethbridge School District No. 51 News
- Paul Bryant went over the Alignment and Roles of School Council, Friends of MMH Society and School Staff
- Friends of MMH Society AGM to be held on December 7th at 6:30pm

3. Committee Reports

- a) Friends of MMH Society ó Financial Statement Review
 - There is approximately \$21,500 in the Society bank account
 - Have all the grant requirements been fulfilled? The Society will make sure this has been completed.
 - It has been decided to assist the school in raising \$15,000 for a new phone system

- b) Magazine Fundraiser (Stacy Deys / Marnie Rogstad)
 - A total of 712 subscriptions were sold and \$7,874.91 was raised.
 - Subscriptions can still be purchased online using the school code and we will still receive credit for these subscriptions

- c) Hot Lunch (Jenn Flexhaug)
 - There will be no Hot Lunch in December

- d) District School Council (David Green)
 - Talked about the budget situation
 - Sharing ideas with other schools

- e) Room Rep Coordinator (Teresa Vanee)
 - Three Room Reps still required
 - Have a list of names for back-up assistance
 - Clean up organizational day
 - Paul Bryant to let teachers know to email their room reps with ideas or suggestions for ways in which Room Reps can assist them
 - Supervision on Hot Lunch days would be helpful

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4. Old Business

- a) Recognition Policy (Christina Spooner / Carrie Netzel)
- Please see attached document on recognition guidelines

5. New Business

- a) Budget for 2011/2012 (Teresa Servano)
- Teresa Servano and Corinne Steele presented the proposed 2011/2012 budget
 - Take the World Teacherø Day item out of the budget.
 - Heather Petherick motions to create a sub-committee to decide how to spend our surplus budget and bring forward their three best proposals for the January meeting
 - Christina Spooner, Cindy Goldhawk, Heather Petherick, Corinne Steele and Lance will be part of this committee
 - The committee will bring a revised budget to the January meeting
- b) Fundscrip Gift Cards
- A vote was taken and it was the decision of School Council to not do the Fundscrip fundraiser this year
- c) Financial Procedures Review
- A list of recommendations will be discussed at the next meeting

6. Adjournment (motion required)

- Motion to adjourn the meeting made by Teresa Vanee at 8:31 pm
- Seconded by Erin
- Carried

Next meeting will be held on Wednesday, January 18th, 2012 at 6:30pm.

Please plan to attend the AGM for the Friends of MMH Society on Wednesday, December 7, 2011.

Recognition Guidelines

Mike Mountain Horse School Council

January 18, 2012

These guidelines provide a framework for the use of funds to recognize the dedication and support of School Council activities provided by teachers, staff, parents, community members.

1. Recognition of staff and parent volunteer helpers for a specific event – Examples include assistance with hot lunch, volunteers for fundraising activities and appreciation events. – A thank you listing the names of the people who volunteered will be placed in the next published Newsletter. The coordinator of the event is to provide the names of the people involved to the Recognition Committee and they will forward the notice on to the Secretary.

2. Recognition for staff resignation/retirement for those who have worked at MMH.

Years of Service :

1-5 years – card & memento
5-9 years - \$25, card & memento
10-14 years - \$35, card & memento
15 – 19 years - \$50, card & memento
20-30 years - \$75, card & memento
30 + years- \$100, card & memento

3. World Teacher's Day. Up to \$300 to be decided at the discretion of the Council. This could include a staff luncheon, Tim Horton's coffee and treats, etc... to happen on World Teacher's Day!
4. Secretaries Week. A gift up to \$50 per office staff member.
5. Recognition of significant gifts of service to the MMH School Council. Examples include serving as the chair of a committee or heading up a large project ie: Playground construction , fundraising, etc. The school council recognition committee will decide on the gift depending on magnitude of project or number of years served, to a maximum of \$60 with a card & memento.
6. Recognition of significant material gifts or donated services to School Council projects. Examples include donations to an auction or other fundraising event, prizes for school functions, contributions to projects like building the new playground. A thank you card will be provided by the event coordinator and/or the committee to the donor as soon as the item is received or at the conclusion of the event.

7. Miscellaneous Fund. This will be for the purchase of MMH thank you cards, MMH mementos, etc... \$200.
8. Recognition committee should have the ability to deem if other situations require attention as a special case, (ie. receipt of a teaching award, bereavement, etc...).

Thank you cards will be available from the Recognition Committee.

All costs for gifts that fall within the above guidelines will be reimbursed to the purchaser on the provision of original receipts and completion of the reimbursement form. When possible, Council can purchase gift certificates via our Fundscript Fundraising campaign (if the council or the society is running it that school year).

All cards should be signed "from the members of Mike Mountain Horse School Council".