



Co-operative Nursery School of Almonte Inc.

www.almontenurseryschool.ca

EXECUTIVE MEETING MINUTES July 7, 2015

Present:

Mary Giles, Janet Mavis, Tara Miller, Mike Apostoliuk, Emily Fitzsimon, Angela Creamer, Holly Agnew, Courtney Freeman

Regrets:

Tamara Geddes, Adriana White, Nicole Dunn

Business Arising:

- 1. Approval of June meeting minutes**
- 2. Update Executive Committee Members Contact Information**
To be completed by Emily
- 3. Policy Reviews**

Underage Policy: 20% of 16 students (approximately 3 students) under the age of 2.5 may be accepted into the Core Program. In August, underage students are eligible to fill available spaces on a first come first serve basis.

Friday Program Policy: All students accepted into the Friday program must be registered in the Core program. A student may not exclusively attend the Friday program unless the Core program is full. If a space becomes available in the Core program the student is required to fill the space.

Core Program Policy: Both teachers will cover the same subject material during the M/W, T/Th Core program.

Other policies will be reviewed at the following executive committee meeting.

- 4. Confidentiality Agreement**
Discussed and signed by new executive committee members.
- 5. Orientation Night**
Date: September 9, 2015
Time 6:30 pm



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6. School Dates

Staggered start beginning September 14, 2015

All students will be in attendance by September 21, 2015

Friday Program start: September 18, 2015

Final Day of School: June 24, 2016

7. Current registration

M/W 13 students (2<2.5)

T/Th 18 students (4<2.5)

Friday program 17 students (*needs to be 20 students for a second teacher*)

8. August Mailout

To be arranged by Angela and Courtney

9. Website

Currently in search of a webmaster to make necessary changes to the website and to regularly update the website. Angela is presently overseeing the website.

10. Budget and Fundraising

There is a \$700 surplus from 2014/2015 school year. The \$250 donation from the Civitan will be put in the subsidy fund. The remaining \$450 will be put into operating funds. Financial requirements will be known at the next meeting. A budget meeting is to be arranged with Adriana.

11. Mom 2 Mom Sale

To be revisited at the next meeting.

12. Inventory

The new computer, printer and Ipads will be added to the inventory list for insurance purposes.

13. Rental Agreement

To be arranged with the church in September.



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14. President

Angela Creamer will be the president of the CNSA Executive Committee.

Motion made by: Tara Miller

Motion seconded by: Mary Giles

Motion Approved

15. New Teacher

Angela will hire a third teacher. The new teacher will be presented at the next committee meeting.

16. August Meeting

Date: Wednesday August 5, 2015

Time: 7:00pm

Meeting Adjourned at 8:15pm