



## SHS Lunch Program Meeting

February 15, 2018

Attendees: Mike Fuellbrandt, Sherri Black, Krista Hemmett, Karen Netzel, Tanis Ziprick, Robert Fraser, Kathy Holmes

Regrets: Tim Hiebert, Karen Miller

1. Call to Order
  - 5:30 PM
  - Adopted December meeting minutes. Kathy moved and Krista 2<sup>nd</sup>.
2. Karen Report
  - It has been a stressful period right now with two supervisors away and trying to fill their positions.
  - There are 24 outstanding fees that Karen will try to collect a couple more, but this number will not change much.
  - Tanis mentioned to keep in mind that the division gives the school a discretionary fund that can go towards unpaid lunch fees
3. Treasurer Report
  - Surplus is sitting at approx. \$23,000.
  - Missing deposit book from 2016-2017 for the auditors. Mike and Robert will check again and reach out to Karen M. to see if she still has it.
  - Robert will do a monthly reconciliation back to the beginning of the year and will be done monthly there after.
  - Krista moved to add Tanis Ziprick and Robert Fraser as signatories with Cambrian Credit Union. Kathy 2<sup>nd</sup> the motion.
  - Krista moved to remove Karen Miller as a signatory with Cambrian Credit Union. Kathy 2<sup>nd</sup> the motion.
  - Minutes will be printed at the school so Mike, Sherri, Tanis, Tim, Krista and Robert can sign them. Robert will take minutes to the bank to make the changes. If possible, please try to sign the minutes before Friday Feb 23.
4. New Business
  - Kindergarten 2018-2019 - with kindergarten starting full days every other day next school year there will be 3 additional classes requiring supervision. Karen feels the supervisors are stretched to their capacity currently.
  - Sherri moved to keep the yearly fee of \$160.00 for the 2018-2019 school year. Tanis 2<sup>nd</sup> the motion.
  - Kathy moved to have the kindergarten fee as \$80.00 for the 218-2019 school year. Krista 2<sup>nd</sup> the motion.
  - It was agreed that we would higher 3 supervisors effective April 2018 so they can be trained in time for Sept 2018. Email sent to parents of school asking them to spread the word outside the school community if they know anyone who may be interested. Resumes will be sent to Mike.

- Moved by Tanis to increase lunch supervisor daily rate effective April 1, 2018 to start at \$14.50, after 2 years \$15.00, after 4 years \$15.50. Krista 2<sup>nd</sup> the motion. Lunch supervisors already at max will receive a bonus at the end of June.
- Moved by Sherri to increase Lunch Coordinators salary by 3% effective April 1, 2018. Krista 2<sup>nd</sup> the motion. From \$990.00 to \$1,019.70 monthly.
- Mike will provide memo for kindergarten registration package before March 5, 2018.

5. Meeting Adjourned 7:00 pm - next meeting Apr 19, 2018 5:30 pm