

February 2nd, 2026 5:30pm

Meeting Agenda

1. *Safe School Advisory Committee (before PC meeting)*
2. Call meeting to order
3. Adoption of December Meeting Minutes (circulate minutes prior to meeting)
4. Adoption of the Current Agenda
5. Treasurer's Report (Courtney Snider)
6. Principal's Report (Brooke Williams)
7. Fundraising updates
 - a. Sarah unable to run Bingo fundraiser
 - i. Bingo is usually scheduled around spring break/end of March
 - ii. Typically begin planning in early April
 - iii. Any suggestions potential volunteers?
 - b. Munch-a-Lunch updates (Monica)
 - i. January profits?
 - ii. Next scheduled for February 25th
8. Lunch Program (see attached report provided by Amy Vinck)
 - a. Approve January's Treasurer's Report
 - b. Approve February's Treasurer's Report
 - c. Invoice reminders have been sent for second term collection (due Feb 2)
 - d. Lauren Funk hired as a lunch supervisor. Emma V was unable to return for 2026
 - e. Two pay periods completed with Payworks.
 - f. Budget: in the process of creating a lunch program budget based on 2025/2026 costs
 - g. Have room in the budget to offer lunch supervisors a \$500 tax-free gift card each (\$250 June + \$250 December)
 - i. To help alleviate the sudden change in pay with CPP, EI and federal tax deduction. Want to make the staff feel appreciated and provide incentive to return for 2026/2027 school year.
 - h. Natsha Riglin has agreed to take on role as Book Keeper.
 - i. Creating a job description
 - ii. Completed Quickbooks and Payworks training
 - iii. Agreed on \$200 per month (paid \$100 biweekly) for Book Keeping Services
9. New Business
 - a. Outdoor Clean Up of Island: tabled until spring
10. Motion to accept any requested financials
11. Next Meeting Date
 - a. **March 2nd, 2026 5:30pm**
12. Meeting Adjourned