

Edinburgh PSA

Minutes

May 17th, 2017

1. Call to order: 7:06pm
2. Approve minutes from the last minutes
3. Registration numbers for next : Numbers have remained the same:
 - 190 registered.
 - 100 PED days
 - 19 Tutoring
 - 15-20 Early Morning Drop off: This will be require 2 staff members.
4. Budget as of April
 - Approved
5. Policies changes on registration forms
 - Policy is correct on the registration forms but must be fixed on the 'Late Fees' forms.
6. Policy on texting: Formal policies to be drawn up for next year.
7. Pamphlets: More must be printed for year.
8. Website: To be updated, about 3 hours of work required.
 - Must determine the hourly cost.
9. Refund for PED days:
 - 70\$ credit has already been removed from the 2017-2018 registration cost.
10. Retirement gifts:
 - Betty, Jenny and Lana.
11. Staff dinner: June 8th
12. Adjournment: Next meeting: Week of June 19th
 - Open meeting date: To be determined.