

**Parents in Partnership (PIP) Minutes for September 19, 2016 General Meeting 6:30 – 7:30**

**Location:** BSLS Common Area

**Attendees:** Deanna Tkach, Sarah Wakelin, Michelle Woo, Jackie Culley, Jenn McCrea, Cheryl Van Dale, Colleen MacIver, Lyall Krahn, Heather Unrau, Anjanette Zielinski, Marla Lesko, Darla Gauthier, Barb Wierckx, Roger Lapointe, Lorelee Bishop, Leanne Jones, Heather English, Darcie Christensen.

**Agenda:**

1. **Welcome & Introductions** – Michelle Woo (President) & Mrs. Jenn McCrea (Principal) opened the meeting at 6:38 p.m.
2. **Devotional** – Mrs. McCrea
3. **Approval of May 16, 2016 Parents in Partnership Annual Meeting minutes** – Michelle Woo
  - 3A. Secretary to send the minutes (draft and final versions) from all PIP meeting to Mrs. McCrea to post on the school website.
  - 3B. A motion was made to approve the minutes from the May 16, 2016 PIP Annual Meeting. The motion was seconded. Carried.
4. **Principal's Report – Jenn McCrea, BSLS Principal**
  - 4A. Mrs. McCrea reviewed the mission of BSLS.
    - 4A.1. The BSLS goals are:
      - 4A.1.1. Building the school community – parents are encouraged to talk to the teachers and talk to each other.
      - 4A.1.2. Catering to students with diverse needs – everyone is special and will be encouraged to realize their full potential while at BSLS.
      - 4A.1.3. Implementing the “Daily Five” Language Arts program, which is applied at all of the grades.
      - 4A.1.4. Working to include “PAX” components in the classrooms. For example, teachers might use harmonicas to get their students’ attention rather than speaking; students are asked to use “PAX hands” (keeping their hands by their sides) and “PAX feet” (“walking feet”).
        - 4.A.1.4...1. Children also learn about “Spleems”, which represent non-ideal behaviour, but with no emotional context. In a given period of time, if a child or class remains below a set number of “spleems”, the children are allowed to do something fun/whacky as a reward at an expected time.
        - 4.A.1.4...2. Movement breaks are also part of the day.
      - 4A.1.5. Incorporating iPads into the curriculum
        - 4.A.1.5...1. Currently, the students in grades 4 to 8 are developing online portfolios.
      - 4A.1.6. Educating parents about programs and openly sharing information for all who seek it.

- 4B. Each year, the Winnipeg police provide notifications of potential offenders who have been released in the areas near schools. BSLs must notify parents but a notification is provided for information purposes and does not mean the offender has been spotted in the area.
- 4C. The school shares a psychologist, speech and language pathologist, and social worker with other schools in the Louis Riel School Division.
  - 4C.1. All children in grades 1 and 2 are assessed and if they are having any challenges, teachers will get into touch with parents privately if they feel help from these resources could enhance the child's education experience.
- 4D. The school maintains a learning resource teacher, who will begin to work with students at the beginning of October, once all of the students have been assessed.
- 4E. There are a number of ways that parents can help their children's performance at school:
  - 4E.1. Children should be at school every day;
  - 4E.2. Effort should be made to be on time (school starts at 8:45);
  - 4E.3. Parents are encouraged to designate a time and place for doing homework;
  - 4E.4. Routine is very important and should be set up shortly after school breaks/vacations;
  - 4E.5. Contact teachers if you have questions about what your children are doing at school and to touch base about your child's progress if you have any concerns.
  - 4E.6. Teach your child character – Reinforce what is right and wrong and accept that they will make mistakes and forgive them for it.
  - 4E.7. Take time to talk to your child about their day – they need encouragement and need to know that you are there to listen to them. Start the conversation with what was "good" and encourage them to talk about the "bad".
    - Recommend having this discussion earlier in the evening when they are not tired and have the potential to unravel.
    - One parent indicated they ask their children each day "how were you kind today?"

**5. Childcare Report – Cheryl Van Dale, BSLs Childcare Program Director**

- 5A. All programs are up and running for the year
- 5B. The new daycare at St. Mary's has been open since June 27 and all is well
- 5C. The school provides before and after school care (BASC) to all families at the school. In-service day care is also provided (please sign your children up in advance if you wish to use this service); these are generally theme days or activities (for example "snow day" or bowling). The school can accommodate drop off care for BASC with at least 24 hours notice.
- 5D. There are nursery school spaces available at both the Birchdale and St. Mary's campuses.
- 5E. The Childcare Program will be selling "Show and Save" books as a fundraiser for the daycare this year; these will be available for purchase soon.

**6. School Board Report – Mr. Roger Lapointe**

- 6A. School Board meetings are on the 2<sup>nd</sup> Monday of every month; the next one will be on October 11, due to Thanksgiving.

- 6A.1. All are welcome to attend the School Board meetings, but the Board requires a couple of weeks of advanced notice, via Mrs. McCrea, if there is new business to be discussed at a given meeting.
- 6B. There are three members from the church, Pastor Schnarr, and one parent member (Espen Elvebo, who is providing accounting advice) on the Board.
- 6C. Mr. Lapointe thanked Mrs. McCrea and Mrs. Van Dale for spending much of their summers to work on fixing up the school and getting the daycare up and running.
- 6D. The nursery school is up and running in the basement of the church.
- 6E. The Board will be selling Christmas wreathes from Lacoste again this year as a fundraiser.

## **7. Parents in Partnership Executive Reports**

- 7A. Financial Update (Deanna Tkach – Treasurer)
  - 7A.1. Fundraising over the last few years has focused on improvements to the south playground and it is now complete.
  - 7A.2. A portion of the funds raised are required for the PIP operating budget, for staff appreciation, the end of the year BBQ, bank charges and other miscellaneous expenses.
  - 7A.3. There is \$1,000 in the PIP account as of the start of the year. PIP needs to decide how to spend money from fundraising this year– it could go to the north playground, classrooms/teachers, or other ventures (understanding that a portion must be kept for PIP operations).
  - 7A.4. There is a budget for the year, but it is an estimate as the revenue from the various fundraising events this year is unknown; The Fall Supper will be the major fundraising event for the year, with an estimated profit of \$5,000.
- 7B. Vacant Executive Positions
  - 7B.1. Up to two St. Mary's Representatives are required on the executive
    - 7B.1.1. Invite all parents to put their name forward and or solicit others to take on the role.
    - 7B.1.2. This is an important role to connect St. Mary's Campus to the school and let parents at St. Mary's know what is happening. It is not a labour intensive role.
  - 7B.2. People are encouraged to put their name forward to help the Fundraising Representative (Colleen Maclver).
- 7C. Playground Committee Update (Colleen Maclver – Fundraising Rep. and Jenn McCrea)
  - 7C.1. Work on the South playground is complete. The outdoor classroom is used regularly and the students/teachers are pleased with it.
  - 7C.2. The north playground still must be fixed.
    - 7C.2.1. It is very wet and needs a catch basin to address the poor drainage. The plan is to improve the sod and wood chips around the play area and there are plans to move the basket ball stand from the middle of the yard.
    - 7C.2.2. The City was approached about fixing the drainage problem, but indicated they could only offer payment if BSLs applies and successfully wins a grant. The catch basin is \$10,000 to \$15,000 to install.

7C.2.3.BSLS needs to raise approximately \$25,000 to finish the north playground.

7C.2.4.Colleen MacIver is currently applying to the Winnipeg Foundation and the Canadian Lutheran Foundation for grants to cover some of the cost.

7C.3. There was discussion about asking parents and the school community to improve the front of the school without using a landscaping company as a means to reduce the costs and encourage community building. There was general support in favour of this idea.

7C.4. A question was asked about whether replacing the pavement/asphalt in the school yards is being planned. It is not, as it is very expensive, but there was general agreement that the school should request a quote.

7D. Discussion and vote on how to spend fundraising profits in 2016/2017

7D.1. In the past few years, funds raised have gone to support fixing the south playground. The north playground still must be fixed (\$25,000).

7D.2. In 2013/2014, PIP paid the balance for the play structure, which was \$42,000. That year, PIP purchased a sound system for the teachers and gave \$300 to each teacher to spend on their classroom.

7D.3. In 2014/2015, everything raised went to the playground.

7D.4. In 2015/2016, \$5000 was raised for the playground.

7D.5. There was general agreement that monies raised in 2016/2017 will be divided between different things and will not be all allotted to the playground.

7D.5.1. There was a suggestion to purchase microscopes/lab equipment for the older children for science.

7D.5.2. There was a suggestion to purchase team jerseys for track and field that are reused from year to year.

7D.5.3. PIP encouraged teachers to get a classroom “wish list” together.

7D.5.4. A portion will be retained for PIP operating expenses.

## **8. Parents in Partnership Fundraising/Events 2016-2017**

8A. Mabel's Labels and Fundscript – Deanna Tkach

8A.1. Mabel's labels is ongoing and the order information went to parents in the school supply list

8A.1.1. 40% of the money spent on labels goes to the school.

8A.2. Fundscript –

8A.2.1. There will be a paper order form coming out in time for purchasing gift cards for Christmas. For each gift card sold, the school gets a percentage of the sales.

8A.2.2. This will likely be ongoing through the year.

8B. Heather English provided information on a fundraising idea of selling the “Ultimate Mom Calendar”. Each calendar is \$15 and the school gets \$5 for each one sold.

8B.1. Given the number of fundraisers occurring at this time, PIP agreed to look at potentially selling these in June, in preparation for the following school year.

8C. Farm 2 School – Michelle Woo

- 8C.1. The fundraiser is underway. The cost is \$12 for small bags of vegetables (potatoes, carrots, etc.) and \$22 for a large bag. There is an option to donate your order to Winnipeg Harvest and 50% of cost for each bag goes to the school. Orders are due on September 27.
- 8C.1.1. Volunteers are needed to sort and fill bags on the morning of October 6.
  - 8C.1.2. Mrs. McCrea will inquire if the grade 7 and 8 students can help sort.
- 8D. Fall Supper – Michelle Woo
- 8D.1. A motion was made to make a deposit of \$500 from PIP to reserve a room at the Caboto centre for the Fall Supper in November. The motion was seconded. Carried.
  - 8D.2. The supper (theme will be “Fall”) will comprise a buffet, including chicken as the main course, along with a number of sides. The buffet will cost \$38 per adult and \$18 per child (4 to 12). Children 3 and under are free. There is no charge to rent the room if the buffet is purchased.
  - 8D.3. Children will only be offered the buffet, as eating a set menu was not recommended by Caboto. (The children will often eat supper and then parents will bring them additional food from the buffet, which results in not enough food for the parents.)
  - 8D.4. If alcohol sales are more than \$450, there is no cost for servers.
  - 8D.5. A motion was made to sell tickets to the fall supper at a cost of \$40 per adult and \$20 per child between ages 4 to 12. The motion was seconded. Carried.
  - 8D.6. There was general discussion about providing the opportunity for a few people at the school who would otherwise not be able to come to the fall supper, to come by way of providing partial payment of their tickets. It was agreed the focus of the Fall Supper is community building, so this should be offered.
    - 8D.6.1. Mrs. McCrea will provide a total \$\$ amount and the required number of tickets to Michelle Woo to account for subsidized meals. The amount of each dinner ticket subsidy will be determined based on the percent subsidy each person receives to attend BSLS.
    - 8D.6.2. A motion was made to provide subsidized ticket prices as per 8D.6.1 in order that everyone can attend the Fall Supper and build the community. The motion was seconded. Carried.
  - 8D.7. Silent Auction Update – Colleen MacIver
    - 8D.7.1. Need volunteers for the silent auction to donate and solicit prizes, pick them and help with the set-up on the day of the supper.
    - 8D.7.2. Barb Wierckx is working on a volunteer list and will provide to Colleen MacIver.
- 8E. Volunteer and & Committee Leads update/needed - Darla Gauthier & Jackie Culley
- 8E.1. Looking for more volunteers for the Fall Supper. Currently there are only twelve.
  - 8E.2. A suggestion was made to break the evening down into manageable blocks for people to volunteer and give them set tasks to do to make it very clear.
  - 8E.3. A suggestion was made that organizers need to make sure that people who volunteer are allowed to do their volunteering at their chosen time and not told by others that they are not needed. People will stop offering to volunteer if this occurs too frequently.

8E.4. A suggestion was made to include the dress code on the tickets. Suggestion that casual attire would be appropriate for the event.

**9. Other Items**

9A. School supplies – several people were wondering about school supplies and why they were not purchased by the school this year

9A.1. Some people like purchasing their own supplies.

9A.2. When the school purchases the supplies, often after a few years, parent wind up with multiple scissors, etc, that are not needed.

9A.3. Mrs. McCrea will continue to solicit feedback from parents on their preference.

9B. A motion was made to pay for babysitting out of PIP funds during PIP meetings going forward. The motion was seconded. Carried.

**10. Adjournment**

10A. The meeting was adjourned at 8:19 pm.