

MEETING MINUTES

SMP School Community School Assoc. (CSA)

IN ATTENDANCE

M. Millman (Principal), C. Simard (Chair), H. McLean (Co-Chair), Sherry Brodie (Treasurer), T. Courchene (Lunch Supervisor).
Members at large: H. Campbell. New Attendees: A. Wowchuk, S. Kuzyk, A. McLaughlin & O. McLaughlin, B. Andrade and M. Brandt.

WELCOME/OLD BUSINESS/APPROVAL OF LAST MEETING MINUTES (C. Simard)

Christa welcomed everyone to the meeting. As we had 6 new attendees, everyone introduced themselves. Christa advised the CSA brought Cookies & Juice for everyone to enjoy. As no meeting was held in June 2018, no previous meeting minutes to approve.

ADMINISTRATION REPORT (M. Millman & C. Nazeravich)

Principal's Report – September 2018

- Current enrollment – approx. 594 students
- **Staffing Update:**
 - Mr. Dubiel – returned from leave
 - Mme. Krawchenko-Chaput – FT Grade 1/2FI, return from previous placement due to staffing changes resulting from changes to Kindergarten programming.
 - Ms. J. Acheson – Role change to full time resource
 - Ms. Maneluk – One-year term – Grade 2
 - Ms. Reagan Kerchal - ½ time - Grade 1
 - Ms. Zawadowski – Full Time Term – Grade 3
 - Mr. R. Wehrie – ¼ Time – Grade 5 Music
 - Ms. M. Deguzman – ½ time – term – Grade 7
 - Ms. Morrison – Full time - Grade 7
 - Mrs. Dunford- Verrill – returned to Full Time - Grade 3 FI from ½ time
- We have started this year with a continuation of the theme: “Have Big Dreams, You’ll Grown into Them!”
- Family BBQ was very well attended and we’re happy to see so many families out!
- Teachers are building and reviewing their classroom expectations and treaties with their classrooms from K to 8.
- SMP Snack Cart has commenced and we are currently offering snacks to around 120 students/day. Students are encouraged to eat/drink at least 2 options of healthy snacks. Feedback is wonderful: students enjoy social aspect of snack cart, look forward to the different options and are respectful & kind to others while waiting in line.
- Grade level assemblies have been held to review all school wide expectations for students
- Agenda usage is encouraged in all classes, so please look for it and the messages it contains.
- Builders club will be starting for Middle Year’s students this week
- Student Leadership and our GSA for Middle Years will also be under way soon
- 18 – Grade 8 students, wrote letters of application to support and work with the kindergarten student and support them at lunch. They have been put into teams and thrilled to start
- PRISM Group walked in the Winnipeg Pride Parade this year and we were very proud of them
- Run club in preparation for Terry Fox Day and Turkey Trot has started on the EY Side.
- Volleyball tryouts will begin next week for MY Students
- Our patrols received their training from WPS on Friday Sept. 14, 2018
- MY students met with a speaker from the Global Peace Initiative to begin their journey of what peace means to them and how they can help bring peace to SMP.
- **School Plan:** The division learning priorities will be supported at SMP:
 - Continued focus on dialed dedicated reading and writing periods

- Numeracy and Literacy Nights
- Enrichment of and use of maker spaces in both EY and MY libraries to focus on STEAM learning (Science, Technology, Engineering and Mathematics) and critical thinking skills.
- Learning through inquired based projects in science and social studies to develop research, critical thinking skills and literacy skills.
- Continued work in positive behavior, problem solving and conflict resolution
- Mental Health and wellness will be supported through the continued teaching of Zones or regulation, the use of Chill Zones and headphones used by students from K to 8.

LUNCH PROGRAM REPORT (T. Courchene)

- We currently have 300 students staying for lunch on a full-time basis, this is including the new addition of the Kindergarten classes. There are 8 x full time and 4 x part time supervisors currently employed to supervise 11 classrooms. Our ratio is one supervisor to two classrooms except for the grade one and kindergarten classrooms which has one supervisor in each room.
- This year we have 5 middle years students microwaving for our grades 1-3 and 6 middle year student helpers for the kindergarten classes. Our lunch monitors started this week with a lot of enthusiasm, we have a record breaking 30 students volunteering right now.
- There are 7 microwaves that we use everyday and I will book appointment for Fields Television to test them in the next couple of weeks. I will be dropping the books off at Curries accounting for auditing this week.
- We did well last year even with the change in lunch fees and dropping the registration fee. I think the change has been a positive one for the program. I have done my first deposit for this month and it was over \$1100.00 like this time last year. Of course, the first month always has the highest amount of cash being deposited. We were able to end the year in a comfortable position.
- I would like to make a few requests;
- I would like to hire one more full-time supervisor to offset the loss of the teacher support we had last year. (CHRISTA MOTIONED TO APPROVE THIS REQUEST, HALEY 2ND IT, ALL IN FAVOR).
- Ms. May once again has offered to put together treat bags for our lunch monitors. The amount has been \$500.00 for the last few years so I would like to request the same again for this year. (CHRISTA MOTIONED TO APPROVE REQUEST, SAM 2ND IT, ALL IN FAVOR.)
- I had to purchase new high vis vests over the summer because our old jackets were accidentally thrown out. I would like to request \$141.70 for the purchase of the new vests. (CHRISTA MOTIONED TO APPROVE REQUEST, MELISSA 2ND IT, ALL IN FAVOR)
- I would like to pay the 6 middle students who are helping in the kindergarten classrooms each \$20.00/month. Total Expense: \$120.00/month. (CHRISTA MOTIONED TO APPROVE REQUEST, BRINA 2ND IT, ALL IN FAVOR).
- As per previous meetings, the lunch program fridge should be replaced soon, as the lunch program does currently have the funds available, would like to consider purchasing a new fridge before we actually require one. (CHRISTA MOTIONED TO APPROVE THIS REQUEST WITH A BUDGET OF NO MORE THAN \$1000, HALEY 2ND IT AND ALL IN FAVOR)
- Finally, I would like to request a raise. I've worked hard and to the best of my ability each day. I feel that I do the same work load and perhaps in many cases more so then asked of me. I would like an extra \$350.00/month. (CSA Group Discussion: Total increases equals: \$4,200 annually. Previous Lunch Coordinator earned the same salary; however, we now have a larger # of kid to supervise, Tracy has been with the Lunch program for almost 20 years. Suggested an annual performance review should be completed and implement every year as is done with all the lunch program supervisors – Marjorie to confirm who should complete review. HEATHER MOTIONED TO APPROVE REQUEST FOR ADDITIONAL \$350/MONTH RAISE FOR LUNCH PROGRAM COODINATION TRACEY COURCHENE, CHRISTA 2ND IT AND ALL IN FAVOR.)

FINANCIAL REPORT (S. Brodie)

The financial report for September 18, 2018 was presented by treasurer, Sherry Brodie.

CSA Financial Report Sept 18

5,514.47 Opening Balance Oct 17
No Deposits

5,514.47

HEATHER MOTIONED TO APPROVE CURRENT FINANCIAL REPORT, CHRISTA 2ND IT, ALL IN FAVOR

NEW BUSINESS

- Ms. Gross requested annual funding of \$500 for the SMP School Patrol, 60 patrols and 30 subs for this year, funding provides monthly incentives and Patrol of the Month. HEATHER MOTIONS TO APPROVE REQUEST, BRINA 2ND IT, ALL IN FAVOR
- Mme. Pattern-Regier and Ms. Zaroda (EY & MY Library) requested \$1200 of funding to host an author, Eric Walters for a full day session. Very important that we look at providing funding for MY Focused events, Grades 4-7, His books are very popular. (SAM MOTIONED TO APPROVE, HEATHER 2ND IT, ALL IN FAVOR).
- Mr. Ducharme applied to Golf Canada and received a donation for Gold Equipment in order to start up a Golf Club at SMP. He's requested funding of \$500 to help start the club (upgrades equipment from elementary set to an intermediate set of Golf Clubs, pays for green fees and potential tournament for students to participate in). (SAM MOTIONED TO APPROVE REQUEST, HEATHER 2ND IT, ALL IN FAVOR). Marjorie to confirm if we will still receive elementary set of golf clubs or do we just get the upgraded set?
- CSA Board of Directors still requires a Secretary, currently Chair Christa is filling the position. Samantha Kuzyk volunteered to fill the position. (CHRISTA MOTIONED TO APPROVE THE POSITION, HEATHER 2ND IT, ALL IN FAVOR.)
- Haley brought up the issue of Garbage on and around school grounds is a big issue and concern, outdoor toys are minimally available per classroom, kids are playing with plastic garbage, CSA did provide each classroom with new outdoor toys (just last year), encouraged SMP to create a community clean up group, CSA Supports this idea, Marjorie to look into options with SMP Staff and confirm with RETSD as to regulations.
- FUNDRAISING: Heather requested approve to submit the application to obtain a Lottery License in order to sell Super Bowl Tickets, confirmed we would order only 900 tickets this year. Tickets will be \$5 each x 900 tickets = \$4500, less cost of total winning payout (\$1100), total funds raised: \$3400. (HALEY APPROVES, CHRISTA 2ND IT, ALL IN FAVOR.)

NEXT MEETING

Tuesday October 16th, 2018, 6:30 pm, SMP Middle Years Library

Motion to adjourn was made at 8:00 PM and was passed unanimously.