

## Nov 14, 2017 - Minutes

Attendance: Mike Spicer, Heidi Walters, Adam Walters, Kevin Clark, Kelsey Wolf, Christina Kaluza-Hughes(Teacher Rep), Janice Dohlen (Acting Principal), Ami Penner

Mike called the meeting to order. Added RazKids and school clothing to the agenda.

### **1. Adoption of Minutes**

-Kevin made the motion to adopt October Minutes. Adam 2<sup>nd</sup> it.

### **2. Financial Update**

-\$330 profit from Boston Pizza hot lunch on October 20

-Babysitting cheques, school clothing still need to come out of account.

-Current balance of \$5821.45 in account.

-Kevin made a motion to accept the budget as it was presented, Adam 2<sup>nd</sup> it, all in favour.

### **3. Old Business**

- a. Mom's Pantry will be completed on November 20. We currently have only 9 orders, so hopefully more come in before the deadline. Delivery is scheduled for December 15. Kelsey will request that it not be delivered before 2:30 and will contact people for help once she has spoken to Mom's Pantry
- b. Gift Gards are due November 30 so that they are here before Christmas. Janice will scan an order form and put it on the school website and will make more order forms available at conferences on November 24.
- c. School clothing is set for printing last week but the printers are a week behind, and will hopefully be here in a couple of weeks.

### **4. New Business:**

- a. Hot Lunch – at the last hot lunch, Ami had a few grade 7/8 students help, which worked out really well and something she would like to see continue at future lunches. She is thinking she will do a lunch in February and another in April. This will be her last year running hot lunches so we will be needing someone new to step into this role for next year.
- b. Christmas Concert – December 21 at Thom. Dress rehearsal in the afternoon and evening show at 6:30. No raffle this year, only 50/50 for the SCC and a silver collection for Ms. Lelliott. Ami will pull a permit for 50/50 and we will sell tickets 3 for \$5 or 10 for \$10.
- c. Website and past minutes – Janice and Debby have been working on the school website. The SCC section has links to the RPS handbook and to the Ministry website. The Sept and Oct minutes are online and Janice has contacted IT about adding the archived minutes.

## 5. School Administration Update

Admin Report: Janice Dohlen

### 1. Introductions:

- Teacher Representative - Christina Kaluza-Hughes, SLC Teacher
- Acting Principal - Janice Dohlen. Loraine's medical leave has been extended; she will now return to work on December 11, 2017.

### 2. Tour of Pawson School Website

- Safety Video
- SCC information

### 3. Document Cameras Update:

- Emailed Cara Riddell, Supervisor of Technical Services on October 10 and October 30 and left voice mail for her on Nov. 6, regarding our caveat for purchasing of document cameras (software must be able to be loaded on multiple computers). Unfortunately, still no response, so they have not been ordered yet.

### 4. Remembrance Day Assembly was held on November 10<sup>th</sup>. Grade 8 students were given leadership roles; Grade 2/3 Warnyca Strecker and Grade 3/4 Kanellopoulos-Perentes recited poems; each class had two wreath bearers.

### 5. Extracurricular Activities:

- **"Pawson Players" Drama Club** - Supervisor Carri Lelliott, Arts Ed Teacher
- **ACT!** - Supervisor Kelly Couse, Grade 4/5 Teacher. ACT! is Regina Public Schools' anti-racism, cross-cultural youth leadership program. ACT! school teams are established at a number of elementary and high schools **throughout the system.**
- **Student Representative Council (SRC)** - Supervisor Julia Burns, French Specialist Teacher
- **Safety Patrol** - Supervisor Debby Bosch, Administrative Assistant and Loraine/Janice
- **Disorganized Sports** - Grades 5 - 8, Thursdays from 3:40 - 5:00, gym. Offered in three other Regina Public Schools: Imperial, Glen Elm and Thomson. Coordinator Nathaniel Helmke from Regina Youth for Christ; rotating staff Supervisors Kelly Couse, Rylan Rogers and Shannon Silverthorn. Program started on November 9<sup>th</sup> and is slated to run until June 2018
- **Guitar Club** - Tuesdays at noon; Supervisor Leighton Armbruster, School Counsellor
- **We are in need of a volunteer boys' basketball coach and a girls' basketball coach.** If you know of any interested parents or community members, please let the office know! Season begins in January 2018.

6. **OurSCHOOL online survey**, is being conducted during the month of November for all grades 4 - 12 students in Regina Public Schools and all teachers. This survey is an evaluation instrument that provides information to inform school improvements. The surveys are anonymous and will give each school, as well as our system, details to support priority initiatives. This survey also helps teachers and principals know students' feelings towards school, any problems that may be occurring at the school, and ideas for making the school better.

**7. Progress Reporting:**

- Open House, September 21, 2017
- Student/parent/teacher conferences on Friday, November 24, AM & PM.
- Report cards issued on February 2, 2018
- Student/parent/teacher conferences on March 23, AM & PM.
- Report cards issued on June 28, 2018

All parents are urged to utilize online "Parent Portal". User name/ID and passwords remain the same as in previous years. Parent Portal information sheets will be handed to parents on November 24.

**8. Enrolment update:**

**October 4, 2017**

**November 10, 2017**

Teacher	Grade	Enrolment	Teacher	Grade	Enrolment
Silverthorn	K	14 + 12 = 26	Silverthorn	K	14 + 12 = 26
Jackson	1	24	Jackson	1	24
Fischl	1 / 2	26	Fischl	1 / 2	26
Warnyca Strecker	2 / 3	27	Warnyca Strecker	2 / 3	27
Kanellopoulos-Perentes	3 / 4	28	Kanellopoulos-Perentes	3 / 4	28
Couse	4 / 5	28	Couse	4 / 5	29
Rogers	5 / 6	28	Rogers	5 / 6	28
MacDonald	6 / 7	30	MacDonald	6 / 7	29
Wilkinson	7 / 8	30	Wilkinson	7 / 8	29
Kaluza-Hughes	SLC	8	Kaluza-Hughes	SLC	8
<b>TOTAL</b>		<b>255</b>	<b>TOTAL</b>		<b>254</b>
<b>Pupil Teacher Ratio (221 ÷ 8) =</b>		<b>27.63</b>	<b>Pupil Teacher Ratio (220 ÷ 8) =</b>		<b>27.5</b>

- We have transferred out four students and transferred in three students since the October SCC meeting.

**9. Facilities**

- New exterior lighting has been installed
- Removal of two trees at front entrance; railroad ties replaced
- Garbage bin fires have stopped

**10. Staff update:**

- Ms. Amber Francis, Ruth Pawson Educational Assistant, has resigned from Regina Public Schools as of November 17. Her replacement is TBA.

**11. Annual Winter Evening of Theatre & Song** (a.k.a. "The Christmas Concert"):

Coordinated by Arts Ed Teacher Carri Lelliott, will be held at Thom Collegiate on Thursday, December 21 with an afternoon dress rehearsal and evening performance.

-At the November assembly the safety patrollers will be presented with a toque and a pin.

-LIP has been renamed Strategic Plan and Janice will present it at the principal's meeting at the end of the month.

-External speakers have been purchased for classrooms that were missing them. Janice made the motion that the money from the fall school fundraiser be used to pay for these, Adam 2<sup>nd</sup> it, all in favour.

-Document cameras are being requested by SLC, Mrs. Jackson, Ms. Silverthorn, and Ms. Burns (French).

-Christina Kaluza-Hughes presented at request from Mrs. Fischl, Mrs. Warnyca Strecker and Mrs. Couse for the purchase of Raz Kids subscription at \$99.95 USD (approx \$130CAD). Christina made a motion to purchase three RazKids licences out of the LIP account, Adam 2<sup>nd</sup> it, all in favour.

Meeting adjourned at 7:30.

**Next meeting - December 12 at 6:30**