

Parents' Advisory Group Inc.
École Robert H. Smith School
Minutes of the Meeting – December 1, 2010

Present (based on sign-in sheet): Tia-Alexandra Everitt, Michael Gies, Candace Partyka, Stuart Roche, Trish Wainikka, Simone Smith, Nadine Karpinski, Kevin Gawne, Anji Petruzzelli, Tara McCallum, Claudette Warnke, Dave Leochko, Pam Shay, Brad Regehr, Vicky Watkins, Sara Man, Laurence Broadhurst, Denise Gout-Smith, Cathy Macey, Kathleen Reid, Shannon Bowden, Art Jordan, Paula Jasper-Hall, Lisa Emre, Mark Chyzyy, Angela Clark, Penny Trudel, Cheryl Holmes

Regrets: Michelle Gaber, Trina Minor, Dan Orlikow, Patti Chiappetta-Sharpe, Tom Rossi, Joseph Partyka, Daryla Christie

1. **Meeting called to order. We have quorum.**
2. **Review and Approval of Previous Meeting Minutes**
 - ***Motion to approve the Minutes of the November 3, 2010 PAG Meeting – Moved by Tara McCallum, Seconded by Nadine Karpinski, Carried.***
3. **Review of Agenda and addition of Lunch Program and Fundraising Suggestions to New Business**
4. **Executive Reports - none**
5. **Unfinished Business – Revised Fundraising Goals and Financial Estimates for 2010/11**
 - Report Attached – 2010/11 Fundraising Goals and Financial Estimates
 - The Goals have been revised – the sign has been removed and School Discretionary Funds has been added. This fund was formerly called the Curriculum Grant - \$2,000 has traditionally been given to the school on an annual basis.
 - The report also now shows estimates for each of the Fundraising goals.
 - It was noted that this is approval for the year for PAG funds to go to the school into these categories.
 - The PAG will receive a report outlining how the funds were spent in those categories.
 - A motion was put forward to approve the Revised Fundraising Goals and Financial Estimates.
 - Although only PAG Directors can vote on motions, the Executive would like to hear from parents at the meeting prior to the vote. This vote of all in attendance was done by show of hands. There were 26 in favour, none opposed and 2 abstentions.
 - ***Motion to approve the Revised Fundraising Goals and Financial Estimates, as outlined in the written report attached to the meeting agenda – Moved by Simone Smith, Seconded by Sara Man, Carried.***
6. **New Business – 2009/10 Fundraising Report**
 - Report Attached – 2009/10 Fundraising Report; please note that the report distributed earlier by email and on the website has been revised. The corrected report was distributed at the meeting and will be posted to the PAG website when the December 1, 2010 minutes are posted to the website.
 - This report shows the funds raised collaboratively in 2009/10, by the PAG and by the school, along with how those funds were allocated to the five priorities that were approved by the PAG for 2009/10.

New Business – Lunch Program Report

- Penny Trudel and Cheryl Holmes, Lunch Program Coordinators, provided a report on the lunch program. Of 361 students in grades 1-6 at the school, 357 are signed up for lunch program (full time, part time or occasional). There are 14 staff members of the lunch program. The lunch program is not run by the school or the PAG.
- There is a need for about 8-10 people who are willing to be on a casual list of “substitutes” for lunch program. It does not have to be a parent within the school. There was a suggestion that something be sent out to the parents through the class reps.

New Business – Fundraising Suggestions

- Sell tickets for the winter concert (maybe \$3 each?).
- Sell tickets for a draw for “golden tickets” to sit in the front row for the concert. (These are normally reserved for grandparents.)
- Raffle off a parking spot, next to the school, for the year.
- Record a DVD of the Winter Concert and sell it. There is a concern about privacy – check with Royal Winnipeg Ballet.
- These suggestions can be considered in a future year since the fundraisers for this year have already been selected and communicated to the parents. Suggestions are welcome at any time.

New Business – Parents’ Right to Vote at PAG Meetings / Become PAG Directors at Large

- At the spring 2010 PAG Annual General Meeting, the Constitution and Bylaws were amended to allow all parents, having registered with the PAG in a manner determined by the executive committee, to become a director-at-large.
- The current PAG Executive has explored the options and contacted the Companies Office to ensure that we comply with their requirements. The Companies Office requires that we provide a list of current directors (along with their home address).
- One proposal for consideration is to have parents register at each PAG meeting, and at the third meeting, they have the option to become a Director-at-Large. Another option is to allow parents that attend their first meeting to become a Director-at-Large.
- There was a question about liability or risk of becoming a PAG Director, such as being sued. Someone responded that the PAG Directors would only be sued personally if they were grossly negligent.
- A concern was raised about parents that have not attended meetings and are unaware of background information / discussions that lead towards decisions at the PAG meetings. It would make sense to set a minimum number of meetings that a parent would need to attend in order to become a Director-at-Large as a safeguard.
- The Chair asked for a vote by show of hands of those in attendance on the suggestion: ***Once parents have attended two meetings, they have the option to register as a Director-at-Large at the third (or subsequent) meeting.*** All were in favour, except for 2 opposed and 1 abstention.
- The PAG Executive will put this Director-at-Large Registration system in place for the next meeting. The sign-in sheet will allow the option for parents to register as a Director-at-Large if they have attended a minimum of 2 prior meetings in the 2010/11 year. A signature and address will be required from those registering as a Director-at-Large. As soon as a parent registers, they have the right to vote; they do not have to wait until their name is submitted to the Companies Office.
- In addition, the PAG Executive plans to continue the practice of taking a vote, by show of hands, of all the parents in attendance at meetings prior to putting forward certain motions for approval by PAG Directors. This practice will help PAG Directors and Executive better understand the views of parents at the meetings.
- A review of the PAG Bylaws and Constitution should be done prior to the AGM in the spring of 2011.

7. Teachers’ Report

- Canspell begins tomorrow. This is in addition to many other activities, such as Adventure Club, Myrca, Camera Club, Robotics, etc. There are many kids involved and teachers have the opportunity to interact with students that are not in their classroom.
- In addition to the grade 6 Leadership Teams, there are junior leadership teams in grade 5. Students get a taste of all teams (troops, communications, spirit) to help them decide what team they would like to be part of in grade six.
- The Read-a-thon went very well. It included a readers’ theatre, reading independently, peer reading, buddy reading, Mme Warnke and Mr. Rossi read a book over the intercom. It was a great success as a fundraiser. Thanks to the volunteers. Parents expressed thanks for the lovely books and appreciation for the way the distribution of the books was handled.
- The staff loved the staff appreciation event – it was a great time for the event.

8. Administration Update

- School open houses are coming up in February, along with Nursery and Kindergarten registration. A reminder that if parents are invited to attend the school picnic, they need to be informed that there is a cost to attend, and they can pay at the door.
- We would appreciate your feedback on the tri-conferences. The hope was that all kids could talk about their goals. Next year, provincial report cards will be coming out. Babysitting was very helpful – thanks to Tara for handling this.
- The Book Fair was a success as well. Thank you to everyone for participating. Each class received \$100 to buy books with the profits from the book fair, and purchases were also made for the school library.
- There was a suggestion that the school host a math information night to help parents understand the “new math”.

9. Questions / Comments Concerning Written Progress Reports / Standing Committees

- The SDAC meeting in February is very important; we will ensure that the school has a representative at that meeting.
- Art Jordan, Block Parent, reported that there are less than two dozen Block parents registered. One issue is that many RHS families do not live in the catchment area. He hopes to market the program and get new Block Parents in the new year.
- Mark Chyzy, Family Dance, reported that there is a great dance committee. A fourth committee member is needed – Tia volunteered. There was a suggestion that grade 6 students run coat check, with coats numbered for organized self-serve pick up of coats at the end of the night. To make this more fun for the students, consider short shifts (30 minutes), supplying pizza and maybe Dance Dance Revolution in the Coat Check area. A small fee could go towards the grade 6 farewell.
- Sara Man, Fundraising, reported that the Read-a-Thon made \$9,000 after expenses. Volunteers needed for the plant sale.
- Denise Gout-Smith, Staff Appreciation, reported that there will be an event in the spring; meeting to be held in the new year.
- Tara McCallum, Volunteers, reported that Class Reps need the class lists that they can get volunteers for Fun Lunch.

10. Next meeting – Wednesday, January 26, 2011 at 7:00 p.m. in the School Library

11. Meeting adjourned.