



McCaig Elementary

501 Northcote
Rosemère (Québec) J7A 1Y1
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mccaig.schoolqc.ca

AN ENGLISH
EDUCATION,
A BILINGUAL
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COMMISSION SCOLAIRE SIR-WILFRID-LAURIER
SIR WILFRID LAURIER SCHOOL BOARD
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PPO MEETING McCaig Elementary (School Library) Tuesday September 19, 2017 at 7 PM

Attendees

Chantal Ippersiel (Chair)	Jennifer Hill
Silvana Giacobbo (Vice-Chair)	Marie-Ève Plourde
Anna Maria Consiglio (Secretary)	Nina Salvo
Suzanne Charbonneau	Daniela Silvestry
Silvana Cioffi	Sabrina Tozzi
Karen Comeau	Natasha Varano
Lisa Daraîche	Julia Vavatsikos
Marisa Fundaro	Enza Zeffiro
Donatella Garofalo	Becky Zucco
Sara Germanotta	

Administration Attendees: Melissa Rioux

1. Opening

a) Welcome/Call to Order

The meeting was called to order by Chantal Ippersiel at 7:10pm.

b) Verification of Quorum

Quorum was verified.

c) Approval of Agenda

Chantal Ippersiel motioned to approve the agenda and all attendees seconded. Motion was carried.

d) Approval of last Meeting Minutes dated 11May2017

They are not yet available : **Chantal Ippersiel to distribute them once available.**

2. Election Executive Officers

a) Chairperson : Chantal Ippersiel

She was nominated by Becky Zucco and seconded by Lisa Daraîche. Voted by all in favor.

b) Vice-Chairperson : Silvana G

She was nominated by Daniela Silvestry and seconded by Lisa Daraîche. Voted by all in favor.

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c)Secretary : Anna Maria Consiglio
She nominated herself and seconded by Silvana Giacobbo. Voted by all in favor.

d)Volunteer Coodinator : Lidia Fiorino
She nominated herself via written letter read by Donatella Garofalo and seconded by Silvana Giacobbo. Voted by all in favor.

Attendees consisted of returning as well as new members. It was explained that the Quorum at a meeting must consist of executive officers as well as a minimum of 6 members.

Moreover, the Chair explained that PPO is a forum for topics and concerns regarding the student body. In the event of a child-specific topic, please consult the Chair who will direct you to the correct resource person.

In addition, the Chair expressed there is room for improvement for activity planning. Last year, the committee experienced last-minute planning which was challenging to meet deadlines. The Chair rather suggested that activities as well as its sub-committees be named in the first 2 meetings : **the Chair to follow-up at next meeting.**

3.Administration's Remarks

Report from Melissa Rioux

- Terry Fox Run will be held on 21Sep2017 and pledge sheets were distributed to all parents. An amount of \$244 000.00 was raised by the school since 1992.
- Fire drill took place on 12Sep2017 and the school was evacuated in 1 minute and 18 seconds that impressed the Blainville Fire Department. The prior practice drill tremendously aided students.
- The first communication will be sent to all parents on 13Oct2017.
- Picture Day will be held on 24Oct2017 (grades Ks, 1, 2 and 3) and 25Oct2017 (grades 4, 5 and 6).
- Grade 6 Grad Photos will take place in April 2018.
- 2017-2018 Governing Board comprised of returning members as well as 2 new members.
- Changes since last year included the addition of 2 new swing sets as well as repairs of playground stuctures.

4.REPORTS

a)Report from Governing Board
It is pending next week's meeting.

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b) Report from TFOMES

- An amount of \$48 000 was raised last year : all monies were used for student body's needs.
- Three (3) fruitful fundraisers included sale of cookie dough and hockey raffle tickets as well as comedy night. Successful and enjoyed by all.
- The project in progress will be the installation of air conditioning in the entire school.
- Last summer, the library was updated.
- Changes since last year included installation of new blinds in the entire school as well as the addition of a new playset for Kindergarten.

5. NEW BUSINESS

a) Judicial Declaration

All completed forms were returned to Chair and **pending forms to be returned ASAP.**

b) Volunteering Interests

All completed forms were returned to Chair and **pending forms to be returned ASAP as an aid for Volunteer Coordinator.**

c) Voting on 2017-2018 activities by PPO

1) Halloween Extravaganza

The Chair read a volunteer's letter (Anna Persichilli) who will spearhead the theme "Despicable McCaig" (scary and not-so-scary Haunted Houses). The first meeting will take place on 26Sep2017 at 7PM (location to be determined) after which groups and tasks will be distributed via email.

Additional meetings will take place on the following dates:

17Oct2017 at 7pm;

24Oct2017 at 7PM;

30Oct2017 from 3PM-9PM.

The event will be held on 31Oct2017 from 8 :30AM-1PM.

Moreover, Silvana Giacobbo relayed that TFOMES allocated up to \$1000.00 for this event.

2) I love to Read Week

Last year's photo montage was displayed in the library.

Melissa Rioux to discuss details and date at the Staff Meeting on 03Oct2017.

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3)Christmas Baskets

The Chair's personal favourite. In the past, goods helped McCaig families and left overs were donated to local charity. **Committee to f/u with planning details.**

4)Teacher Appreciation Week

In the past, activity was held the week prior to Spring Break in the spirit to relieve teachers of outdoor duties. Moreover, both baked as well as catered goods were provided to teachers. **Committee to f/u with planning details.**

5)Gladiator Festivals

Activity spearheaded by Dan Strina, teacher, who wished to increase sport team buzz as well as utilize profit for sport team (via snack bar attendant). Last year's activity was challenging due to low turn out as well as communication failure between Dan Strina and volunteers. **Committee to f/u with planning details.**

6)Earth Day Clean Up

First year solely volunteers participated whereas in April 2017, both volunteers and students participated. **Committee to f/u with planning details.**

7)Year End Movie Night

It is parents' favourite activity which translated in an 800 people turn out. However last year's activity was canceled on both dates due to forecast.

Projected dates are 08Jun2018 (primary) and 15Jun2018 (rainout). **Committee to f/u with planning details.**

8)Allergy Awareness Committee

Classroom-specific allergy notices will be sent to all parents in the near future.

It is ongoing and volunteers were encouraged to step forward as there was low turn out in the past.

9)Open House

Item was added by Committee as an agenda item as last year's event was a successful family experience : student enrollment significantly increased this year.

Last year, it comprised of a guided tour (by Governing Board, PPO and Student Council), a showing of Gladiators' sport team and a science lab demo by Miss Cristina, to name a few. Moreover, McCaig participated in Montreal's Christmas parade with marketing tools (banners).

Projected date in mid-Jan2018. **Committee to f/u with planning details.**

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10)Hema-Quebec

Item was added by Committee as an agenda item. Projected date in Spring 2018. **Committee to f/u with planning details.**

d)Creation of Sub-Committees

Committee to determine sub-committees at next meeting.

Volunteer interests will be emailed by Lidia Fiorino to members.

PPO is first responder for volunteer work along with both student body and volunteers (i.e. parents).

e)Terry Fox Run (21Sep2017)

The Chair forwarded the volunteer list for station duty to Kristin Crowdis.

The Chair also contacted a produce distributor who generously donated 600 apples for the student body. Volunteers required for apple washing so please show at 10:30AM.

Members also explained that several students were parched at last year's run. Though students were instructed to bring a 2nd water bottle, forgetfulness or additional hydration may arise. It was confirmed that TFOMES allocated \$100.00 for this activity : Becky Zucco will purchase water bottles that will be distributed by station volunteers, if need be.

In addition, members stated that several children raised questions regarding the Terry Fox Movie that is showed on a yearly basis to the entire student body. There are two schools of thought amongst members whether or not adversity (disease, disability, death) should be shown to students. **Melissa Rioux to discuss with Miss Kristin Crowdis and get back to Committee.**

f)2017-2018 PPO Meeting Schedule

It was suggested that PPO meetings be held prior to Governing Board meetings.

Meeting dates are the following Thursdays:

- October 19, 2017 (finalizing Halloween event and possibly I Love to Read Week)
- November 9, 2017 (Christmas Baskets and other Christmas activities)
- December 7, 2017 (if needed), (Christmas Baskets and other Christmas activities)
- January 11, 2018 (open house and Teacher Appreciation Week)
- February 8, 2018 (finalizing Teacher Appreciation Week)
- March 15, 2018 (starting Year End Movie Night discussions)
- April 12, 2018 (Earth Day Clean-Up and Movie Night)

- May 10, 2018 (Movie Night)
- May 31, 2018 (Last PPO meeting, PPO Year End Supper)

g) Ideas for new McCaig activities

Committee to reflect and bring forward at next meeting.

6.OTHER

It was observed that 3 floating days were scheduled prior to snow season with a cut-off date of 31Mar2018. However they have been scheduled after snow season in previous years. **Melissa Rioux to discuss with School Board.**

Meeting adjourned at 8:50PM. Motion to adjourn by Daniela Silvestry and Silvana Giacobbo seconded. Motion was carried.

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