

JICS PA Executive Meeting
12:00pm July 6, 2017
BMO Offices, Toronto

Attendees: Beth Corcoran, Casey Dabiet (by phone), Deepta Rayner, Awet Sium (by phone), Karin Treiberg

Regrets: Amy Cheung, Grant McCutcheon, Richard Messina

1. Beth opened the meeting with a welcome, and a review of the agenda items. She advised of priority items, and items requiring decisions at our time together.
2. We discussed the Parents' Association fee, and the notion of raising such. Current amount is a \$25.00 fee and a suggested donation of \$100.00 per child. The committee recommends increasing the recommended donation to \$150.00 while keeping the PA fee at \$25.00. The rationale for the increase is as follows:
 - a. The recommended donation hasn't been raised in several years and is below market;
 - b. Expenses have increased of late in a variety of areas;
 - c. Classroom grants increased last year from \$400 to \$500 per year per teacher;
 - d. The PA hopes to offer additional perquisites to parents including but not limited to: paid babysitting for school events (some of which were previously paid for by the school); family movie night; PA-sponsored Parents Night Out and other larger scale initiatives (based on parent interest and available funds).

Assuming Richard is in agreement, the above noted increase will be in effect as of this Fall, and details will be posted on the website in August. Casey will add a 'pop up' and/or reminder on the website to prompt parents to pay their fees prior to the start of school. Fees will be paid via the website or via Canada Helps.

Richard comment – Richard is in agreement with the proposed increase. Therefore, it is approved.

3. Parent Survey
We discussed the content of the draft parent survey. It had been previously reviewed by the PA Executive; many excellent changes were made to improve the content and the ease of completion. Richard requested that we see if parents are interested in a parent-teacher book club to talk and learn together. One topic of interest might be diversity. **Action Item:** Subsequent to this meeting, Deepta agreed to make final changes. She will format in Survey Monkey, and send the link to the PA Executive and to Richard for final review and approval. The survey link will be sent out with other communication to parents from the PA at the end of July. **Action Item:** Beth to send Deepta the Survey Monkey login information. The survey data will be reviewed and analyzed to determine the wants and needs of parents.
4. Volunteering at JICS
Awet and Amy had previously distributed an overview of volunteerism at JICS. It was reviewed by the PA Exec., and some changes were made. **Action Item:** Awet to

send the draft overview to Richard for review. Once the overview is finalized, it will be posted on the website.

We agreed that parents would sign up for volunteer opportunities using an online form on the website rather than via Volunteer Spot.

We discussed the Family Buddy Program and agreed upon the following:

- a) Incoming new Nursery Families would be matched with a Grade 5 or 6 family to encourage engagement of parents in the upper years. Richard comment – we can pilot this to see how it goes.
- b) Incoming new non-Nursery Families would be matched with a family in their grade.

Action Item: Awet and Amy will reach out the Class Reps (last year's or new rep, if known) to request volunteers for this program. This will be done soon in the hope that families can all be matched at the end of July.

We discussed the JICS mugs. Thank you to Amy for sourcing these for us.

Action Item: Awet to reconnect with Amy to finalize recommended specifications for the mug. Awet or Amy will advise the PA Exec so we can move forward ASAP. The Exec agrees that this is a good source of school pride and revenue, and if it is well-received, we can order other items.

5. We discussed the following other items:
 - a. Parent Social – on track for September. Deepta is organizing. We would like to offer free babysitting for families for this event. This has not been done of late.
 - b. PA Overview – this draft document was circulated by Beth. **Action Item:** PA Exec members are asked to review it and provide any comments by July 14th.
 - c. Family Movie Night – a community focused family movie in the Fall hosted by the PA. It will be held in the new gym. Proposed date in October. Richard comment – we may need to move this to January given the new construction schedule.
 - d. Parents' Night Night Out – PA to sponsor free babysitting at the school for parents to go out/class parent socials. Proposed date in November.
 - e. Karin and Thecla to meet next week to discuss finances. Beth and Karin spoke with our bookkeeper, Denine, last week. She will be working on our year end once she is in receipt of all required paperwork.
 - f. Beth advised that the school won't be able to offer free early morning drop off or/staggered start times this Fall to assist with parking/drop off issues. However, Richard has advised that we can explore the possibility of a crossing guard, and the school will have "parking escorts" out front to walk children from their car in to school.
 - g. Parents have expressed interest in longer summer camps at JICS and more programming, utilizing our new space. This topic is worthy of further discussion.
 - h. Beth advised that Erin's resigned from her role on the PA Exec. We will officially thank her in the Fall.

6. Beth ended the meeting at 1:35pm, thanking everyone for their participation and advising that minutes would be forthcoming. Next meeting: August 24th.