

Royal School Parent Connection  
Actively Supporting Our School Community

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**Minutes**  
**ROYAL SCHOOL PARENT CONNECTION MEETING**  
**Tuesday, November 21, 2023 6:30 – 7:30pm**  
**Online Meeting by Teams**

In attendance: Tanis T, Sara G, Julia O, Joe T, Danae T, Monica G,  
Lunch Bunch - Kilmeny N  
Parents: Jani S, Kara S; Absent: Natasha G

Items for Tonight

1. Review / approve minutes from Oct 2023 meeting (2 min) - approved
2. Treasurer's Update - Joe T (2 min)  
Recent events fundraising is all in now. Looking at expenditures (Dance and Meet the Royal team) we're about the same. ~\$1500 for both of them. Healthy total balance.  
Joe will transfer some money to the Bingo account to cover bank fees.  
  
Joe created 2 areas to the Google Drive account – one for the executive and the other for general planning/sub-committees.
3. Smile Report - any positive news to report (5 min)  
The number of donations for the winter clothing drive is impressive.
4. Lunch Bunch update 2023/24 - Kilmeny N (15 min)  
Year has started really well. We don't know anything about the future of lunch bunch. They have asked for a raise for supervisors but has been denied both times (Lunch Supervisors wages were frozen when the EAs, etc wages were frozen). They don't want any changes to the program as they eventually want to change it. Still need 2 additional supervisors and 2 substitutes to cover for any illnesses.

Financially the year has started well.

Over half of families have already paid in full and tax receipts been issued.

RoyalLunchBunch@gmail.com is not where you pay for the Fun Lunch. This is an ongoing issue.

Lunch Supervisors – Goal is to have 1 supervisor in every class. Lunch supervisors get 3 training shifts with an experienced supervisor. 1st is a watch and learn, second is help out and take on responsibility and 3rd is take over with the experienced supervisor stepping in to help as necessary.

Commit to kids abuse prevention program is required. CPR and First Aid are provided at the first opportunity.

1st thing supervisor does is check attendance forms. Need to know how many students in case of emergency.

\*\*Parents, let teachers and office know if student will be absent over lunch – just via Edsby is not enough.

Goal is for kids to eat but some talk too much and forget to eat and others get too involved in videos and forget to eat. Try to find balance and will pause video if they notice kids aren't eating. Teachers put the video on, not the lunch supervisor. They are not allowed to touch the Teachers' computers.

Wipe down tables  
Then get ready for outside recess.

If you have a concern about what's happening at lunch time can talk to Tanis, can email the Royal School Lunch Bunch email.

Neurodiverse students – normally always an EA either sitting beside or helping a couple students. Lunch Supervisors are also part of the training that happens at the beginning of the school year regarding neurodiverse students. Lunch supervisors are not on their own. If something starts happening that is beyond the supervisors ability, there is help in other classrooms or from the office.

Not a lot of direction from the division on who to hire other than the child abuse registry check, commit to kids, etc. No definition in the new model about whether lunch supervisors will be kept.

5. Fundraising / Events (20 min)
  - a. Peak of the Market Fall Fundraiser - Danae T  
Raised just over \$600. (We get 50% of sales) Only 1 little hiccup. Donated bundles don't receive a bag. Big thank you to Sara, Monica, Mr. Comberbach, Tanis and Danae.
  - b. Shelmerdine Winter Fundraiser - Monica G  
Danae added Monica to the account and Monica will take it over. Sales are low to start. Just at \$100 profit now. May be too much if we do the Peak of the Market fundraiser and dance in the fall.  
Will be sending another reminder email and Instagram post for this fundraiser and see where we end.
  - c. Fun Lunch - update from Nov 3 fun lunch; Dec 15 fun lunch  
Couple issues with Nov 3 fun lunch but otherwise ran smoothly.

Boston Pizza Dec 15.

Trying Google forms instead of paper form. Tanis will send email with link to the form as well as QR code on the paper form which will provide the information on the fun lunch.

- d. October Family Community Dance - Natasha/Jani S  
Overall, a very fun night. A fair amount of work. Recommendation is it is a once a year occurrence due to the amount of work required.  
Some issues:
  - Ran out of drinks.
  - Needed to be the change rooms in the gym locked up better.
  - Kids climbing behind the gym mats – put a volunteer there.Security check-in at the front door went smoothly. Only one small group of teenagers that claimed to be with a family.

Ripe for a fundraising activity (raffle, etc).

Money Collection – 4 families we didn't receive money for their meals. Danae would be happy to send emails if we have permission to contact them.

To bring up at planning meeting:

Halloween in spring (keep in mind sports starting up so before that)

Movie Night,

- e. Holiday Store - Sara G  
Families come to "shop" for items. Holly Jolly Holiday store – 18 families that may not be able to afford presents this year. Parents shop for kids, kids shop for parents. Dec 13 5:30-7pm in the theatre. Would look like store. Self-serve hot chocolate bar. Gift Wrap station. Decorate room, holiday music. Need at least 3 people to help sort through prior to the event. 3 people to help sort and go through donations. Need help with communications.  
Top donation list – board games, books, coloring books, markers, crayons, hot wheels, lego sets, boxes of chocolates, etc. Freshly laundered clothes. Last day to donate Dec 11.
- 6. Discussion (15-20 min)
  - a. Issues on Laxdal (to be discussed by Tanis)  
A few different factors all come together. Sick staff and substitutes so quite a few school days with unfilled substitute jobs. Less EAs out there in the loop and crossing guards. Having new EAs obtain the divisional training for crossing guards. Always defaulted sending EAs to the busy traffic corner. Requested to look into obtaining no parking sign for area north of the entrance.
  - b. Parent Connection future planning and roles - start point for discussion; PC constitution from 2017; voting for positions / vacant positions  
Ran out of time – bring forward to next meeting
  - c. Draft up a brief survey for parents that asks maybe 2 or 3 key questions: What would you want to fundraise for? What types of fundraisers would you support or like to see? What do you think Parent Connection does?  
Ran out of time – bring forward to next meeting
- 7. School Report – Tanis (10 min)
  - 1. **Enrolment** – currently at 215 students (holding steady)
  - 2. **Staffing Update** – we had a half-time EA leave us for a full-time job elsewhere in the division, which then afforded us the opportunity to hire a new person for the Royal School team. We wished Ms. Dosegna all the best in her new position, and we welcomed Ms. Frances Aronsen to Team Royal at the beginning of November. Our EA team now consists of:
    - a. Ms. Spicer – grade 5 support
    - b. Mr. Roberts – grade 5 support
    - c. Ms. Muys – grade 4 support
    - d. Ms. Seitz – grade 3 support
    - e. Ms. Alcock – grade 3 support
    - f. Ms. Hall – grade 3 support
    - g. Ms. Nikonchuk – grade 1 support
    - h. Ms. Wilder – K (a.m.) and grade 1/2 (p.m.) support

- i. Ms. Aronsen – K (a.m.) support
  - j. Ms. Vijay – trained rehab assistant – OT, PT, and SLP support for all grades
3. **Crossing Guards, Patrols, and Supervision** – all of these are run by our EA group. We are sending new EAs to crossing guard training, and training more EAs in pickup/drop-off supervision. The past two weeks have been bumpy, with both staff and substitutes off ill (noticeably less supervision outside, with Ms. Thiessen jumping in consistently at the loop, and prioritizing EAs to supervise as crossing guards).
  4. **Student Leadership Group** – Ms. Cambly and Ms. Carlson (teacher Grace) are running various components with the students, including volunteering to help with fun lunches, running the composting program, planning intramural activities, and a recess buddy program that will soon start up.
  5. **Field Trips** – new approach this year: taking the money that has been spent annually on an all-school field trip and dividing it amongst classes so that each homeroom teacher decides what field trip they will take, and when. Would Parent Connection be interested in making field trip support a focus of fundraising efforts? Average cost of one field trip is \$400 (including transportation and admission/program costs).
  6. **December (Holiday) Connections** – Ms. Bowers is going to be taking the choir club to a nearby personal care home to sing to the seniors. Grade 1-3 teachers are organizing a holiday crafting afternoon together. Grade 3/4-5 are planning some other activities. Please note – we will again have one concert this school year – it will be in spring, with the goal of holding it outdoors on our property. More details in spring!

**Next meeting: on the calendar for Tuesday, Dec 19 (but move it to Jan 16, 2024?) Yes.  
Next Meeting Jan 16.**