

École Viscount Alexander
Advisory Council for School Leadership (ACSL) Monthly Meeting
Monday, September 8, 2014; 7:00 pm – ÉVA Library
As approved (with amendments) October 6, 2014

ATTENDANCE					
Member	Present	Regrets	Member	Present	Regrets
Arnason, Neil	X		Nowostawski, Vanessa	x	
Barnabé, Mélanie	x		Paterson, Cori-Lee	x	
Bonneteau, Annette		x	Proulx, Chantal	x	
Cahoon, Barb	x		Tipping, Shannon	x	
Fonseca, Marcia	x		Ward, Peter	x	
Lepa, Chris	x		Weslak, Tanya	X	
Masters, Shawna	x		Widla, Kris	x	

AGENDA & MINUTES

1. Introductions

Neil Arnason called the meeting to order shortly after 7:00 pm and introduced the ÉVA ACSL Executive Committee for the 2014/15 school year as follows:

- *Co-Chairs: Neil Arnason and Peter Ward*
- *Treasurer: Chris Lepa*
- *Secretary: Mélanie Barnabé*
- *Members at Large: Barb Cahoon and Marcia Fonseca*
 - *Ideally we have 4 members at large who are a part of the consultation process when feedback is needed between the school and ÉVA ACSL. Neil will look to recruit two more members at large. They are typically people who are regular attendees of the ÉVA ACSL meetings and help with volunteer events.*

a. Approval of agenda

- i. Motion to approve – Kris Widla moved to approve the agenda, Tanya Weslak seconded, all in favour – yes, approved*

b. Approval of minutes from June 9, 2014

- i. Amendments to the June 9, 2014 ÉVA ACSL Monthly Minutes:*
 - *Remove section 4. a. ii. as this was not a PAC award*
 - *Correct the spelling of Barb Cahoon’s name.*
- ii. Motion to approve – Chris Lepa moved to approve the amended minutes, Marcia Fonseca seconded, all in favour – yes, approved*

c. General discussion

A question was raised regarding the timing of the AGM, why at the end of the year instead of the start of the year. Some other schools have their AGM at the beginning of the new school year or in the second month of the new school year. Neil A responded that the ÉVA ACSL AGM has typically always been at the end of the school year as it provides a formal update of each regular report and committee including an end of year financial status. A motion could be put forth if the desire is to move the AGM. No motion was placed.

2. Matters arising (old business)

a. Transfer of PAC budget surplus to SGTC

- i. *There is a balance of \$5,801.31 in the PAC and Milk sub accounts. A lot of good discussion was had surrounding how best to divide up the PAC budget surplus. In previous years, the surplus has been transferred to the School Ground Transformation Committee however there is also a growing interest in assisting the school with funding projects in which the school budget doesn't fully cover. In the end it was agreed to divide the surplus as follows:*
 - *\$1,000 will remain in the PAC sub-account to ensure there is a budget available to fund pop up requests (example: pay for a field trip school bus)*
 - *\$1,000 will remain in the Milk sub-account to ensure there is a budget available if the milk fridge goes*
 - *\$2,000 will be transferred to the School Ground Transformation Committee*
 - *\$1,800 will be transferred to the school to assist in funding school technology initiatives (science lab, raspberry pi purchases, etc.)*
- ii. *Motion to approve – Kris Widla moved to approve the transfer of the PAC budget surplus of \$2,000 to the SGTC and \$1,800 to the school as per the above, Chris Lepa seconded, all in favour – yes, approved*

b. Volunteer sign-up form mail out to parents

- i. *Neil A would like to draw attention to the volunteer sign-up form that is currently on the school website. It is last year's form and requires some updating to be current for the 2014/15 volunteer recruitment initiative. There are various volunteer opportunities available including classroom assistance, lunch program assistance, pizza days, pancake breakfast, coaching, library, special events, fundraisers, staff appreciation, etc.*
- ii. *There was a high response level last year as the volunteer sign-up form went home with the students versus only being available on the website*
- iii. *A new suggestion was raised to use 'VolunteerSpot' which is a free website to create volunteer events and sign up opportunities instead of using a paper volunteer recruitment form. St. Avila and Crane are both using this website and have very good feedback on its capabilities. The owner of the volunteer event (example: Pizza Days) can create their event, create email reminders and have volunteers sign up easily for the events they can volunteer or contribute to (example: staff appreciation, can click on what you want to bring). St. Avila and Crane have the school secretary send an email to the school community with a link to the VolunteerSpot website where parents can go online and choose what they are capable of volunteering for. The use of this tool has proven positive with high volunteer responses. It was also suggested to have a volunteer coordinator to set up the website. Neil A will follow up with Cori-Lee P to obtain more information on how the website is being used at St. Avila and Crane.*
<http://www.volunteerspot.com/>

3. Regular Reports

a. Good News Sharing

- i. *Barb C – Thought it was a very nice touch to have postcards sent from the school to the new students entering ÉVA in Grades 5 & 7. Both her children enjoyed receiving a post card from the school and from Mme Nowostawski (Mme Nowostawski sent postcards to the band students)*
- ii. *Chris L – It is great to see the basketball hoops and benches in place, there is noticeably a lot more community activity in the school grounds which is nice to see*

b. Chair's Report

- i. **June 2014 School Assembly** - Neil A attended the ÉVA June closing assembly and presented the PAC awards
- ii. **Manitoba Association Of Parent Councils (MAPC)** - Neil A has put up the MAPC handbook on the ÉVA PAC website. This handbook is a complete guide to creating a Parent Advisory Council and carrying on its meetings and activities.
<http://parentcouncilÉVA.weebly.com/resources-and-forms.html>
- iii. **Lunch Program** - Consultations were held with Shannon T in June and August to hire a new lunch coordinator. Through ad placement, a new lunch coordinator has been hired, Mrs. Anita Caci. Neil and Shannon are very pleased with Anita's innovative ideas and energy. Anita will be investigating the possibility of opening a canteen for a trial pilot period for the Grade 7 & 8 students. If successful, this would roll out to the Grade 5 & 6 students as well. Advertisements have also been placed to hire lunch supervisors ensuring we have proper lunch program staffing levels. Interviews are currently taking place.
- iv. **Bonnycastle Expansion** - There are a couple of things coming up including a PTSD preliminary consultation meeting regarding the expansion of Bonnycastle School being held at the PTSD Henlow office on September 9, 2014. Parent council representation has been invited to this meeting. A subsequent open meeting will be held on September 18, 2014 at Arthur A. Leach School for those interested in attending. Neil A, Shannon T and Chantal P will be attending the preliminary and open meetings. They will bring back information to be shared at the next ÉVA ACSL meeting in October.
- v. **PTSD Divisional Budget Consultation** – Information has been sent to Neil A outlining the budget consultation process. This year there is a changed procedure where there is an online survey for PAC to complete by Wednesday, October 15, 2014. The ÉVA ACSL group has agreed to hold their next meeting on October 6, 2014 to discuss the budget survey in order for Neil A to provide the ÉVA ACSL response by the October 15th deadline.
 - Motion to approve – Kris Widla moved to approve holding the next ÉVA ACSL meeting on October 6, 2014, Barb Cahoon seconded, all in favour – yes, approved
 - **Action:** Add budget consultation to the October 6, 2014 agenda

c. Principals' Report

- i. A detailed Principal's report was handed out and reviewed by Shannon T (see Appendix A attached at the end of these minutes)
- ii. Highlights include:
 - A warm welcome to the new parents and existing parents of the ÉVA ACSL. Shannon T has indicated they are off to a great new school year and are very excited by a couple of things they have tried differently to kick off the 2014/15 school year including sending out 'Bienvenue à Viscount' postcards to all new students entering Grade 5 and Grade 7 along with holding a drop-in Open House on August 26, 2014 for families and students to visit the school prior to the first day. Both were met with very positive responses. It is believed 30-40 people attended the open house. Due to this success, the school will consider doing this again next year to ease the anxiety of transitioning to a new school.
 - Mme Proulx delivered a PowerPoint presentation highlighting the new staff at ÉVA and the updates made to the school during the summer break including the painting of bulletin boards, addition of washable boards, new Vice-Principal office, painting of the gym and multi-purpose area, addition of the outdoor classroom, painted lines for the outdoor basketball area, purchase of a green screen to make videos, new iPads, science and math materials.

- iii. A question was raised from Peter W regarding the clean-up of fuel at the school. It was noticed that a pumper truck was back at the school.
 - **Action:** Shannon T will follow up to find out if there is any new news on this issue

d. Treasurer's Report

i. **Account Balances:**

Account	Treasurer Balance	Bank Balance	Difference
PAC sub-account	\$2,978.00		
Milk sub-account	\$2,823.31		
Total	\$5,801.31.	\$6,145.56	*(\$344.25)

**The \$344.25 difference is for a bus cheque that is waiting to be cashed*

e. School Ground Transformation

- i. **General Update** - There were between four to six members of the SGTC over the past year who were involved with School Ground Transformation planning, grant writing, procurement and overseeing of the implementation of the School Ground Transformation plans. This included the installation of basketball standards, one tether ball and two benches.

Since June, the school division has corrected the pooling of water on the asphalt surface allowing for the other tether ball and bench to be installed bringing it up to two tether balls and three benches. Lines were painted for the outdoor basketball area along with three four squares added and the outdoor classroom was built during the summer months.

- ii. **Play Structure** – The existing play structure was assessed to ensure it meets safety standards. There were a few areas of improvement noted that need to be made to keep the current play structure in place. It was determined that most kids quite enjoy the existing play structure and that it is more economical to renovate and reuse rather than buy and replace. The play structure is currently taped off after the removal of the pea gravel as it was determined that there is a drainage issue that must be rectified prior to replacing the pea gravel with the recommended ground layer replacement. A drainage pit will be added and the safety modifications will be made for the children to continue enjoying the existing play structure.
- iii. **Tree Planting** – Chris L presented where the trees are planned to be planted this coming fall. The number of planned trees may be less than the original plan due to lack of funds to cover the costs of all the planned for trees. SGTC is currently waiting on the Tree Canada grant money of \$3,000 to come through to assist with the tree costs along with the anticipated donation of surplus funds from the ÉVA ACSL. It costs \$650 per tree with a current plan to plant 46 more trees. As mentioned, the number of trees may be less depending on available funding to pay for the trees and planting.

iv. **SGTC Budget**

Account	Treasurer Balance
SGTC	\$8,588.83
PSTD (In Trust)	-
Grant(s) (In Trust)	\$51,638.00
Grant(s) (Pending)	\$6,801.31
Total	\$67,028.14

f. Band Report

- i. *The September Band Newsletter was handed out and reviewed by Vanessa N (see Appendix B attached at the end of these minutes)*
- ii. *Highlights include:*
 - *Over 90% of the students in Grade 7 & 8 have chosen band this year making it the biggest band ÉVA has seen and of comparable size to the Vincent Massey High School band*
 - *It is an incredible honour for the Grade 8 Concert Band to be invited to perform with the Winnipeg Wind Ensemble on November 23, 2014. It is believed ÉVA is the first middle school to be invited to perform with the esteemed Winnipeg Wind Ensemble.*
- iii. *Vanessa presented a proposal to have the profits from the Farm to School fundraiser allocated to the band program as it was last year. The Band Parent Committee along with Vanessa would be willing to take over the organization of the Farm to School fundraiser including collecting and counting the money, sorting the orders and contacting Peak of the market to arrange a delivery date and order forms.*
 - *Neil A mentioned Wanda Knook organized the fund raiser last year on behalf of the Band Parent Committee. Grade 8 students helped to sort the orders in to the veggie bags and Neil A with some additional help worked to unload the trucks. You need a few strong people to help unload the trucks. It is a fair amount of work over a short period of time.*
- iv. *A motion was raised to have the band program take over the fundraiser in its entirety.*
 - *Motion to approve, Kris Widla moved to approve the Band Program / Band Parent Committee take over the Farm to School fundraiser in its entirety, Melanie B seconded, all in favour – yes, approved*
 - *The ÉVA ACSL will assist with organizing the fundraiser in collaboration with Vanessa*

g. Lunch Program

- i. *Anita Caci is settling in to the lunch coordinator position nicely with lots of assistance from the existing lunch supervisors*
- ii. *There are several lunch supervisors who will be working on a part-time basis (example: Monday, Wednesday, Friday) along with other lunch supervisors who will be working on a full-time basis giving the lunch supervisor position a bit more flexibility to work a schedule that suits the individuals availability. It is believed the flexibility will assist in lunch supervisor retention resulting in less lunch supervisor turnover.*
- iii. *Anita is currently investigating the possibility of opening a canteen during the lunch hour to provide healthy snacks, etc. The plan is to open this as a trial pilot period for Grade 7 & 8's and if successful, expand to the Grade 5 & 6's. Profits from canteen sales would go back in to the lunch program budget.*

h. Pizza Program

- i. *The Pizza Program has been run by Robyn and Kevin for the past two years however they have declined running the program for this school year. Neil A will inquire as to who may be interested in taking on the Pizza Program for this school year. There is potential to use the older students to assist with pizza organization and distribution.*
- ii. *Order forms were sent out twice a year last year which worked out very nicely for ordering pizza*
- iii. *Pizza Day was approximately every second week (twice a month) last year*

- iv. *Pizza Day is a good revenue stream for PAC*
- v. *Slices is the current pizza provider. Slices is a local firm that gives us a fair price and the kids enjoy the pizza.*

i. **Milk Program**

- i. *Annette B is continuing to run the Milk Program this year however this will be her last year in running the program. Ideally we need to find a replacement as soon as possible so the replacement can step in this year and learn the ropes in how to run the program before the end of the school year.*

4. New Business

a. Meeting dates 2014/15

- i. *ÉVA ACSL meeting dates will be set for the second Monday of each school month except for October and December:*
 - *October ÉVA ACSL will be held on October 6, 2014 as per the approved motion above (3. b. v.)*
 - *December ÉVA ACSL is typically cancelled due to the busy time of year*

b. Plans for fundraising and special events 2014/15

- i. *Fundraising – defer fundraising and special event discussions to next month*
- ii. *Peter – suggest having the art students involved in assisting in the art fund raising*

c. Addition to the EVA ACSL Monthly Agenda - *Barb C suggested we add a roundtable introduction of attendees to the future ÉVA ACSL agenda so that everybody has the opportunity to introduce themselves. There were some new faces at today's meeting.*

- i. **Action:** *Add roundtable introductions to the ÉVA ACSL Monthly Agenda*

5. Meeting Adjournment

Kris Widla moved to adjourn the ÉVA ACSL September monthly meeting, Barb Cahoon seconded, all in favour – yes, meeting adjourned

APPENDIX

A. Principal's PAC Report for September, 2014

<http://parentcouncilÉVA.weebly.com/parent-council.html>

B. September Band Newsletter



September Band
Newsletter.docx



ÉCOLE VISCOUNT ALEXANDER

AMBASSADEURS DU FUTUR ...

810 Waterford Ave Wpg, MB R3T 1G7
Phone: 204-452-8945 • Fax: 204-474-5131
www.pembinatrails.ca/viscountalexander

SCHOOL REPORT PARENT ADVISORY MEETING MONDAY, SEPTEMBER 8, 2014

School Information

Thank you for a great start to the school year: École Viscount Alexander students have started to settle into routines for the new school year. We look forward to a very productive school year. In order to facilitate the first days of school, all families received a welcome letter with information regarding parking, entrances, etc. Also, all new students received a postcard from school "Bienvenue à Viscount". Our Student Service Support team and administrative team offered new families and students to visit the school prior to the start of school. We had a drop-in Open House held on August 26th from 1-3pm. This is always an anxious time for students and we tried to minimize the anxiety during the transition to a new school.

Staff Information

New staff members:

- Mme Proulx is our part time Vice-Principal and part time resource teacher.
- Mme Laflèche-Turnbull is joining Mme Pepler as part of the Grade 5 teaching team. She is returning from working at an International School overseas. She previously worked at Ecole St. Avila.
- M. Adam is teaching Grade 5/6 Physical Education classes, as well as one class of Grade 7 Science and Grade 7 workshops.
- Mme Quigley has joined the Educational Assistant team. She has previously worked at Ecole Dieppe.
- Mme Larner is working as Performing Art Educational Assistant. She will be working both with Mme Dombek and Mme Nowostawski in the arts area.

Staff changing roles within the school:

- Mr. Slashinsky is teaching the Grade 7/8 Drama workshop as well as Grade 5/6 choir
- Mme McMahon has moved from Grade 5 to Grade 8 and is sharing a classroom with M. Monin

Lunch Program: Mrs. Anita Caci is the new Lunch Coordinator for this school year. We have continued to receive applications for lunch supervisors and will be continuing to have interviews. Currently there is one supervisor in each of the Grade 5/6 classes and a minimum number of 3 in the Grade 7/8 area. As per our discussion last year, the fees were reduced from \$137 as was presented in the June meeting to \$130 to assist families with the increase as well as taking into consideration the divisional subsidy for the costs. The pay scale is being used as was presented at the June meeting. Some families have contacted the school regarding the increase and the rationale has been discussed as per our procedures last year – reviewing other school programs, reviewing costs required to keep ample supervisors for ratio, etc. Mme Caci is currently investigating the possibility of opening the canteen during the lunch hour to provide healthy snacks, etc. The plan is to open this as a trial period for Grades 7/8 students. If it is successful, then we will incorporate the 5/6 students.

Lunch Clubs: We are looking for volunteers that would like to assist with clubs over the lunch hours. Please let us know if you are interested. Mme Goltz will be continuing with her Craft Club over the lunch hours once lunch supervisors are in place. As we had enough supervisors at the start of the year, she was able to open the craft club from the first day of school.

Renovations/New Purchase over the summer: Over the summer, Mme Sim and M. Friday worked at cleaning and polishing all the floors in the school. We also had an office renovation with the addition of a VP office, replacement of carpet to be consistent throughout the office area and a border added to the office desk. The gym/multipurpose area were painted along with the stairs leading to the second floor and the art room's cupboards. Some classroom bulletin boards were painted by teachers in conjunction with our Workplace Health and Safety guidelines as we are no longer able to have paper on the bulletin boards. Some of our old bulletin boards were replaced with new ones in the hallways and some classes. We also purchased new science equipment, new math manipulative/games for the classrooms, as well as additional technological devices (mini iPads with covers) for workshops and to allow all students to access technology.

Staff Professional Development Day on September 2nd: Staff reviewed policies and procedures during the morning, as well as reviewing the school plan process. Our professional development focused around using a new green screen that was purchased last year for the school and can be incorporated into classes, as well as the use of Google docs in the classroom.

School Plan Priorities:

- Literacy
- Numeracy
- Student Engagement
- School culture

The complete school plan will be shared with the Parent Advisory Council either in October or November. These are aligned with divisional expectations and also incorporating a program entitled the "respect program" that we will be working with this year with a facilitator Marie Geelen, an educational consultant from Ontario.

Assemblies: The first day of school, we had a Back to School Assembly. At the assembly, school staff and lunch monitor staff was introduced, along with a review of the technology parameters as outlined in the agenda. Étoile du mois (Star of the Month) program will start in October, as well as our running club, volleyball and Terry Fox run were presented to the students.

Fire Drill/Lockdown drills: There will be fire drills and lockdown drills in the next few weeks in order to ensure the safety of students and for them to be aware of the process and protocols during emergency situations. Our first fire drill took place this past Friday during the first period. Class teachers explained the protocol to students prior to the drill with them at least for the first time. A lockdown will be held this week. A letter went home outlining these upcoming drills.

Yearbooks have arrived: Our school yearbooks from 2013-2014 arrived and were distributed to the classes on Friday. Grade 8 students from last year are starting to come and pick them up. They turned out really well and hopefully this will be a continued initiative this year to highlight our students and their accomplishments.

Teacher in Charge: Mme Proulx and I will share the responsibility of divisional meetings so that one of us will always be at school. However, there are times when both of us are required to attend divisional meetings or courses. During this time, Mr. Monin will be Teacher in Charge. If he is assigned to a class during this time, he will have a substitute in his place so that he can address any issues that may arise at the office.

New School Initiatives:

- **Agendas** – all students will be using an agenda this year. Although some students may prefer using a technological agenda, agendas were provided to all students and the information and expectations for the year are included with the agenda. We ask that you read this with your child and sign the form so that we are aware that you have read the agenda.
- **Day 3** – Class Titulaire/Family Groups/Assemblies. This time is set aside so that classroom learning is not interrupted for our monthly assemblies. This year we are working at having a theme each month that will reflect character education themes (responsibility, citizenship, etc.) for our assemblies and Étoile du Mois presentations. During our family times, we will be focusing on a program that addresses using technology in an ethical and responsible fashion. This is an on-line program that our staff PLC focusing on technology found last year. This may not start until October as many of our Day 3 days are Strong Beginnings days.
- **Grade 5/6 classes** will be working with Mr. Slashinsky and have a choir time once per cycle. Also, Mme Mercer will be starting workshops classes with small groups of students once a cycle to work on a project. These groups will be on a rotational basis so all students will be able to have an introduction to workshops by the end of the year.
- **Grade 7/8 classes** have one class set aside for Étude which will be focusing on study skills and organizational skills for all students. This will be facilitated by our resource team – Mme Wieringa, Mme Marriott, Mme Proulx (when possible) and a classroom teacher may also be present during this time.
- **Grade 8 workshop** – We have incorporated a coding workshop into our Grade 8 workshops this year. This may be introduced in Grade 7 in their Multimedia as well. We are looking at purchasing additional Raspberry Pi devices to assist with this initiative.
- **End of the year** – Life Week – Teachers are currently exploring the possibility of having a week of activities that students would be interested in participating. This has been organized in the past and was very successful and other schools organize these activities as well (ie. camp, bike ride, golfing, tennis, etc.) We are currently in the exploratory stages.
- **Bike Shop**- Our hope is to still create a bike shop where students can come and use tools, work on their bikes, etc. If anyone has old bike stands, bike tools, bikes, etc. that they would be willing to donate to the school, please let Mme Tipping know.
- **Haiku**: Thank you to parents that provided feedback on the Haiku pilot project from last year. This year we would have had to start purchasing this website and we found that it wasn't addressing our school needs. Therefore we are exploring other avenues to keep communication open with home/school. Google Classroom is currently being explored in some classes. Teachers will share with you and with students what their best form of communication will be.
- **Trumba Calendar**: Our PLC Technology team is currently exploring Trumba calendar which is a community calendar which will have everything in one location – PE information, class excursions, assemblies, etc. Staff will be trained to set up the calendar and will be shared with parents in the near future as this will be an excellent tool that our community can use.

Fundraising during the year:

Band	Student Accounts	School Grounds	Other(St.Council/students/Charities)
Show and Save	SPC Cards	Sobey's Cards	Bake Sale-We initiative
Silent Auction	Mom's Pantry	Lacoste Cards	Book Drive
Band-a-thon	Poinsettias		Rafiki Chains
Peak-of-Market (PAC)			Buy a brick to build a school
Silver Collection at concerts			Terry Fox

Fundraising last year identified specific groups within the school as outlined above. Students Account funds go towards student specific accounts and this money can be used anytime during the year to pay for field trips, end of the year events, yearbooks, etc. by completing the transfer form for your child. Proceeds from staff who purchase

fundraising items for students accounts go into an account to assist students are financially unable to participate in certain activities. Currently there isn't a fundraising initiative that is used as a school wide fundraiser in order to facilitate addressing the items under school budget. This is an area that I would like to explore this year. Would there be any parents that would be willing to assist in this initiative? (Possibly a magazine fundraiser to promote reading – can also access on iPad, etc.) The funds can then also be shared with all programs within the school and also those areas above. I do not want to continue to ask parents for money as I realize that financially it's difficult at this time of year therefore if a way can be found to consolidate our efforts.

Meet the Teacher evening: Our Meet the Teacher Evening will be held on Thursday, September 11th from 5:00 – 7:00 pm. We tried to coordinate the evenings with the dates for École Crane and École Saint Avila Open House. The staff has been busy preparing and organizing for this event. There will be corn, salads, and hot dogs etc. for families starting at 5:00 pm in the atrium area (behind the school). The hot dogs are a new addition and we asked for \$1.00 per person to assist with the costs. This can be paid at the evening event. If the weather does not cooperate, we will be in the gym area. Staff will be introduced at approximately 6:00 pm and then there will be an opportunity to meet the teachers in their classrooms. To assist with organizing your visit, you will have an École Viscount Alexander Success Passport where you will visit various areas and staff in the school. Your child/children can accompany you and show you around the school and once the passport is completed can be brought to the office for a prize. A special thank you is extended to the École Viscount Alexander staff for their work in preparing for this event. We are also hoping that our Community Resource Office. Constable Minkus, will be able to attend this event as she will be working with our students this year.

Communication: If you have any concerns about your child's learning, please contact the child's teacher. In the event you still have questions or require clarifications, please contact either Mme Proulx or me. Should you have any concerns, questions, suggestions, please do not hesitate to contact me at stipping@peminatrails.ca or call 452-8945.

Volunteer Sign-in: Volunteers that are working in the school during the day will be asked to sign-in at the office. This will assist us in the event of a fire drill, lockdown etc. knowing who is in the building. We also ask that volunteers wear a lanyard as a visual sign for all staff and students the reason you are in the building. **If parents are thinking of assisting with field trips at any time during the year**, please complete a child abuse registry check & Criminal Check right away and provide this information to the office so we have it on file. For the safety of our students, parents working in the school or with children must have these checks done.

Office Hours: School office hours are from 8 am until 4 pm. If your child is going to be absent, please call the school and leave a message. The office staff will call if your child is absent and we are not aware of the reason.

School Contact Information: Please contact the office if your contact information has changed. We are currently updating our Emergency Procedures and information and in case of emergency it's important that we have your appropriate contact information.

School Budget: Our school budget will be finalized in October. The budget will be shared with staff and parents once it has been finalized. The budget is based on the student enrolment numbers as of September 30th. Our enrolment is currently 279 students. Last year our budget went to support the following:

- Support Bus Transportation for Class Field Trip
- Provide a classroom budget
- Technology - mini iPads, Raspberry Pi devices, etc.
- Music Festival Registrations
- Artist Workshops – ceramic tile, Claymation, print making, murals, etc.
- French/English Literacy and Math Resources
- Manipulative resources for Math/Literacy
- Drama presentations – French/English
- Workshop materials
- New science equipment

- Gym/Multipurpose painting
- New bulletin boards
- New chairs for the Band department

Our focus for future areas is the following:

- Continue to support items above as well as look at assisting with items below
- Creation of a Science Lab
- New furniture for the classrooms
- Creation of Dance Studio
- Robotics equipment

Thank you to the Parent Advisory Council for their support last year with the band program, creation of the art benches as well as the School Transformation Committee that continues to beautify our outdoor area. Any assistance during the year so that we can work together to support these areas would be greatly appreciated.

Terry Fox Run: Our annual Terry Fox Run will be held on Friday, September 26th. Students and staff will be participating during the run to Crescent Park. Parents and community members are always welcome to join this event and walk with your child's class. Our goal is to collect a loonie or a toonie from each student to donate to the Terry Fox Organization for the fight against cancer. Donations should be submitted by September 26th. Grade 5 students will lead the way for the run leaving around 1 pm after the lunch recess. Please ensure that your child is dressed appropriately for the event. Our rain date is scheduled for October 1st.

Picture Day: Our picture day will be held on September 25th. We will be using the Life Touch photographers for this event. Retakes will take place on Monday October 27th.

Running Club: Mme Boock, Mr. Monin, Mme Leclercq, Mme Thrift and Mme Marriott and Mme Wieringa have sent home information regarding the after school running club which will start tomorrow and continue until the end of October. All students are invited to attend. The club will be running every Tuesday and Thursday from 3:30 – 4:15 pm. They meet in the multi-purpose room after school to sign in; after the run, we go back to the multi-purpose room to sign out. There is supervision provided by staff until all kids have left the building. Students all start running a distance of 3km and can work up to distances of 4 & 5 km. All students are encouraged to jog / run and take short walking breaks if they need to - but it is a running club. Staff members run with students and we make sure that one adult is at the end (bringing in the final runner/runners). Same staff will resume the Running club for April, May and June. If you would like to assist with this event, please contact Mme Marriott.

Physical Education: Mr. Spiers and Mr. Adam have already started to have volleyball tryouts for this year's teams. If you are interested in assisting with this, please contact Mr. Spiers.

Divisional Information

Strong Beginnings: Schools across Pembina Trails School Division will be participating in Strong Beginnings on Friday, Sept. 19th and Monday, Sept. 22nd. These assessments provide information about each student's strengths, learning styles, areas needing support will be incorporated into instruction over the upcoming months. A much better understanding of each student is gained. Appreciation is expressed to the community for their support as it is difficult to complete these assessments during class time. Assessments may vary at different grade levels.

Threat Assessment Protocol: We have a divisional threat assessment team that has created a protocol for all school to follow in the event that a child utters a threat. All threats are taken seriously and there is an investigation of the incident, a meeting with the school threat assessment team (Principal, Counselor, Psychologist, Social Worker) to discuss the threat and taking into consideration the child, the development level, etc. next steps are planned. If there is a concern about someone uttering threats, data is kept on the incident in case there are future incidents. It is very important to report any threat making behaviour to the office.

Divisional Budget Consultation: Information has been sent to Mr. Arnason outlining the budget consultation process. This year it will be an on-line form to complete and various categories have been indicated.

Bonnycastle meetings: Mme Proulx and I will be attending the Bonnycastle meetings tomorrow evening at the Henlow office, as well as an additional meeting that will be held on September 18th at AA Leach School. Parent Council representation has also been invited to attend the meeting tomorrow evening as the Senior Administrative Team will be gathering thoughts about the future of Bonnycastle and how it may affect other schools such as École Viscount Alexander. This information will then be shared with the trustees.

Standard of Behaviour: Our divisional Standard of Behaviour document is currently being revised to reflect changes in legislation. This will be shared with staff and community in the near future.

FIRST TERM EVENTS:

Meet the Teacher Evening	September 11 (5 to 7pm)
Strong Beginnings	September 19 and 22 (Students attend as per schedule/no regular classes)
Picture Day	September 25
Grade 6 girls' immunization	October 2
Thanksgiving	October 13 – no school
Tri-Conferences	October 14, 16 (evening) and 17 am (evening)
Admin Day	October 17
Band Camp/Art Days	October 20/21
PD Day -SAGE	October 24
Picture Retakes	October 27 (am)
Artist in School	November 3-7
Remembrance Assembly	November 10
Remembrance Day	November 11 – no classes
PD Day	November 28
PD Day	December 5
Winter Band Concert	December 8
PD Day	December 5 – no classes
5/6 Winter Concert	December 11
Reports Home	December 12
Last Day of Classes	December 19
Winter Break	December 22 to January 2
Last Day Classes	December 20
Winter Break	December 23 – January 3
First Day Back	January 5



810 Waterford Avenue
Winnipeg, Manitoba R3T 1G7

September Band Newsletter

September 2, 2014

Dear Parents/Guardians:

Welcome to the 2014-2015 school year and the École Viscount Alexander band program! I would like to extend a special welcome to the new students and families who are new to the school and program. I look forward to a rewarding year of music making and learning opportunities. Some students are beginning on their musical instruments and journeys, while others are continue their musical adventures by taking their current skills and experience to the next level. I am thrilled to be the music and band teacher at École Viscount Alexander and I am truly looking forward to working with your child this year as well as meeting you soon, too!

Monthly Band Newsletter

There will be a monthly band newsletter sent home near the beginning of each month and I will always try my best to include ALL information for that month or on upcoming events. The newsletter will include information on events, fundraising, permission slips to be signed, and itineraries for activities, etc. Hopefully, this will keep letters to a minimum but regular at the same time.

Instrument Rental Fees

Tuba, euphonium, tenor sax, bari sax, and French horn, percussion kit:

\$120.00 for primary instrument/\$60.00 for secondary instrument (i.e. jazz band)

- Payable to ÉVA by September 30th
- Covers rental for one year and all repair/maintenance through Accord Music (6-1373 Pembina ph. # 452-1235)
- Please refer to rental contract for terms of agreement
- Based upon availability of the larger instruments, rental students may be given a second instrument to keep at home
- Students will receive one mouthpiece that will travel between home and school with them each day

Principal: Shannon Tipping

Phone: 452-8945 Fax: 474-5131

viscountalexander@pembinatrails.ca

Instruments not rented through ÉVA

- All other instruments have been rented (or purchased) from a music store prior to the first day
- Most music stores will provide basic repairs for instruments rented through them
- Students will carry this instrument between home and school each day
- Percussionists can rent a mallet and drum pad kit from Long and McQuade. They will need to also purchase their own set of drum sticks and mallets. I have one available percussion kit that I can rent through the school. First come first serve.

Course Requirements:

The student band mark is distributed into the following categories:

50% Monthly Goal Sheets

25% Quizzes

25% Assignments

***For further details, please refer to the students course outline (in student binders) which contains details and further explanation on course and student goals (there is one in English and French for your convenience)

Practice

In order for students to improve at a steady rate, it is an expectation that students will practice regularly (20 minutes per day). This will be discussed in further detail in their course outline as well as verbally in class. At the beginning of each week, the students will be given a practice guide to assist them in knowing what and how to practice. Students are encouraged to set up a regular scheduled time and place for them to practice to help establish a consistent routine. This will not only help your child be successful in band, but also help the ensemble as a whole as well.

Sectionals

Due to the large amount of students in band, we are allocated four sectional periods per six-day cycle where Mme. Nowostawski may work with students in sectionals (i.e. all of the flutes at one time). This allows for more one-on-one time with each of the students. This is a pull-out system on a six-week rotation to make sure that everyone has the opportunity to have a sectional period and doesn't miss too many periods of their other classes. The students will receive a schedule of all of the sectional periods and are asked to check with their teachers 24 hours ahead of time to make sure that it is all right to miss. They are also expected to check in with their teachers to make up any work that was missed. The sectionals periods were selected by looking carefully at the students' schedule to ensure that they have double periods of the subject that they would miss as much as possible to help them with catching up on missing work.

Jazz Band

There are currently two jazz bands that students may participate in: Atelier Jazz and Morning Jazz. Atelier Jazz is an auditioned ensemble for grade eight students that meet during the grade eight atelier periods. All spaces for this ensemble have been filled. Morning Jazz rehearses Tuesday and Thursday mornings at 7:30 am beginning on **Tuesday, September 9**. This is primarily for grade eight students and if your child is interested in being a member but did not try out in June, they can still join. Both ensembles are graded courses. Any students in grade seven who are interested in being a member and who have previous experience on their instrument are invited to join as well. Please talk to Mme Nowostawski for more information.

Percussion Ensemble

The percussion ensemble meets every Wednesday morning at 7:30 am. All grade 7 and 8 band students are welcome to join, even if they are not percussionists. Our first rehearsal will be on **Wednesday, September 17**.

Band Parent Committee

All parents are invited to be part of the EVA's Band Parent Committee. The role of the committee will include helping to organize fundraisers and assist with concert/event when needed. The funds raised will help students pay for band camp, buses, jazz band trip, and field trips. They will also provide students with scholarships for summer music opportunities at the end of the year. The meetings will take place once a month. The first one will take place on Thursday, September 18 at 7 pm in the ÉVA band room.

Concert Dress

Students will be required to perform at concerts and festivals throughout the year. Students are asked to wear black shirts (preferably without designs, logos, writing, etc), black pants or skirts, and black shoes and socks. Girls are asked to ensure that skirts are of appropriate length.

Live at Massey Hall

"Live at Massey Hall" is a jam session designed for junior high and high school players who would like to have the opportunity to practice their improvisation skills. There is everyone from beginners to pros playing together and the vibe is relaxed and encouraging for budding improvisers. Students may even simply attend and watch and listen if they don't feel like improvising. Students who are especially in jazz band are encouraged to attend. The first Live at Massey Hall will take place on Friday, September 26, 7-9 in the Band Room at Vincent Massey Collegiate, 975 Dowker Ave.

Fundraising:

To assist with covering costs of upcoming trips, buses, and festival registrations, fundraising opportunities will be made available throughout the year. The first opportunity are Show and Save Coupon Books. The Coupon Book has over \$10,000 in money saving offers including coupons for

purchases at numerous grocery stores, restaurants and businesses throughout the city. For only \$20 you can experience endless savings with the Re-usable Card and Coupon Book. By purchasing your Show & Save from us, you will be supporting our band program while at the same time saving your family a lot of money. Depending on the amount of books we sell, we could receive up to \$10.00 profit for each book. The profit from the first book sold by each student will go into the band account to help assist with costs of clinicians, festival registrations, and transportation. Students who sell five or more books will be treated to a free pizza party courtesy of Show and Save. All money and unsold books need to be returned to school no later than **Friday, September 26**.

Silent Auction

Mme. Diane Goltz has very kindly agreed to help us organize a silent auction at the winter concerts once more to assist with our fundraising efforts. This will be occurring in December so we have lots of time to plan but I thought that I would let you know now so that you can keep your eyes out for anything that you might have that you would like to donate. Items may include gift cards, tickets, décor, non-perishable food items, etc. We are hoping to create 15 baskets. Any donations may be dropped off at the craft club room or Mme. Nowostawski's office.

Camp Assiniboia-Grade 8

The grade 8 students in the band program will take a trip to Camp Assiniboia this year on Monday, October 20-Tuesday, October 21. This is an educational retreat where the students receive two days of clinics with a specialist on their instrument as well as rehearsals as a band. Not only does this opportunity provide students with the finest instruction available, but it also develops comradery and morale in the band program as well as in the school. The camp experience helps students truly develop a familial/team spirit which enhances the musical experience for the duration of the year. Many renowned Winnipeg teachers have already been hired to instruct at our camp this year. The fee for the camp will be approximately \$125.00 and will include one night's accommodation, three meals and snacks, transportation, and clinics with professional musicians. All students are expected to attend, however, extenuating circumstances or conflicts will be given consideration. Please let me know as soon as possible if there is a conflict. I ensure you that this opportunity will be a most positive and enriching experience and will give your child a great deal of confidence musically and socially. More specific details and forms will be sent home during the second week of September.

Winnipeg Jazz Orchestra Fall Big Band Workshop

Morning Jazz and Atelier Jazz have the opportunity to participate in a big band workshop hosted by the Winnipeg Jazz Orchestra. This year, the WJO is offering two dates: Saturday, October 25 and Saturday, November 8 from 9 am-1 pm. The students will work with jazz specialists in full band rehearsal, sectionals, and improvisation. As we have students who play in both ensembles, Morning Jazz will participate on October 25 and Atelier Jazz will participate on November 8. All students will receive a free ticket to a WJO concert. More details will be sent out shortly.

Atelier Jazz Performs at the Winnipeg Jazz Orchestra Concert!

Atelier Jazz has been invited to perform at the Winnipeg Jazz Orchestra on **Sunday, November 9 at 2 pm**. This is a fantastic opportunity and honour to have been asked. The ensemble will perform at the Winnipeg Art Gallery at the beginning and during intermission of the concert. More information will be sent out soon.

Grade 8 Concert Band Performs with the Winnipeg Wind Ensemble!

The Grade 8 Concert Band has been invited to perform with the Winnipeg Wind Ensemble on **Sunday, November 23 at 3 pm**. The Winnipeg Wind Ensemble is the city's esteemed auditioned community wind ensemble that consists of professional musicians. This is an incredible honour and I am excited to share this experience with the students. We will be performing in Jubilee Place, the beautiful performance hall located in Mennonite Brethren Collegiate Institute. A dress rehearsal will be on **Saturday, November 22** from about **11 am-1 pm**. More information will be sent out soon.

Website

The ÉVA band website will be regularly updated every week. This website includes the important dates, permission slips, and the students' practice guides. The site at this point contains some information from last year; this will be removed this week. The website is www.evamusique.weebly.com.

Once again,

I am truly looking forward to an exciting year and providing the best possible musical opportunities for the students. If you ever have any questions or concerns, please feel free to contact me through email vnowostawski@pembinatrails.ca (checked regularly) or by phone at École Viscount Alexander 452-8945 ext 5743. I look forward to getting to know everyone!

Sincerely,

Vanessa Nowostawski

Music Educator

ÉVA Band Events Calendar

2014-2015

Tuesday, September 9	First Morning Jazz rehearsal
Wednesday, September 17	First Percussion Ensemble rehearsal
Thursday, September 18-7 pm	Band Parent Committee Meeting
Friday, September 19	Strong Beginnings (Grade 7 students only)
Monday, September 24	Strong Beginnings (Grade 7 students only)
Friday, September 26	Camp Assiniboia deposit due (Grade 8 only)
Friday, September 26	Live at Massey Hall (Optional)
Friday, October 10	Live at Massey Hall (Optional)
Thursday, October 16	Camp Assiniboia fees due (Grade 8 only)
Thursday, October 16	Live at Massey Hall (Optional)
Monday, October 20-Tuesday, October 21	Camp Assiniboia (Grade 8 only)
Saturday, October 25	WJO Workshop (Morning Jazz only)
Friday, November 7	Live at Massey Hall (Optional)
Saturday, November 8	WJO Workshop (Atelier Jazz only)
Sunday, November 9	Atelier Jazz performs at the WJO concert
Monday, November 10	Remembrance Day Ceremony
November 12-13	Divisional Honour Band (select grade 8 students only)
Friday, November 21	Live at Massey Hall (Optional)
Saturday, November 22	Dress rehearsal for the Winnipeg Wind Ensemble concert (Grade 8 Concert Band only)
Sunday, November 23	Grade 8 Concert Band performs with the Winnipeg Wind Ensemble
Friday December 5	Live at Massey Hall (Optional)

Sunday, December 7	Holiday Tuba Festival (for tubas and euphonium players)
Monday, December 8	Grade 7 and 8 Band Concert
Friday, January 9	Live at Massey Hall (Optional)
Friday, January 16	Solo and Ensemble Festival (Grade 7 students only)
Friday, January 23-Saturday, January 24	Band-a-Thon Sleepover
February 17-20	Optimist Festival (Grade 8 only)-Date TBA
Friday, February 20	Live at Massey Hall (Optional)
February 26-February 28	Optimist Jazz Festival (Jazz Band only)-Date TBA
March 2	Manitoba Provincial Honour Band Audition Deadline (optional)
Friday, March 12	Live at Massey Hall (optional)
Thursday, March 18-Friday, March 19	Brandon Jazz Festival (Morning and Atelier Jazz only)
Friday, April 10	Live at Massey Hall (Optional)
April 14-17	Level 1 Festival (Grade 7 only)-Date TBA
April 30-May 2	Manitoba Provincial Junior Honour Band
May 4	Music Monday
Friday, May 8	Live at Massey Hall (Optional)
Wednesday, May 20	Final Band Concert
Friday, May 22	Live at Massey Hall (Optional)
Thursday, June 11	Jazz Cabaret
Thursday, June 18	Jazz Community Tour (Morning and Atelier Jazz only)