

# Parent Council Update

April 2016

Website: [www.mpsc.info](http://www.mpsc.info)

E-mail: [manorparksschoolcouncil@yahoo.ca](mailto:manorparksschoolcouncil@yahoo.ca)



## SCHOOL COUNCIL

Join us for our next School Council meeting which takes place **Wednesday, April 13th, 2016 at 7pm** in the school library. There is always an “Open Forum” where parents who have specific concerns can ask questions. Please note that we are looking for volunteers for this year’s **May Fair**. We encourage you to come to the meeting to see how you can be involved! All are welcome. We hope to see you there!

Interested in receiving updates from School Council? Send your email address to [manorparksschoolcouncil@yahoo.ca](mailto:manorparksschoolcouncil@yahoo.ca). Don’t forget to check out the School Council website: [www.mpsc.info](http://www.mpsc.info).

## School Council Executive

The volunteer School Council executive members for the 2015-2016 school year are:

Co-Chairs – Sue Noble & Wendy Colthart  
Vice-Chair - Kathryn Pizana  
Secretary – Andrea Genereaux  
Communications Coordinator – Sharon Leslie  
Kindergarten Representative – Steve Bezanson  
Primary Representative – Caroline Sullivan  
Junior Representative – Suehila Elkateb  
OCASC Representative – PJ O’Neil  
Community Liaison – Mary Ruth Endicott  
Member at large – Edith Post  
Member at large – Renata Saucedo  
Past-Chair – Leigh-Anne Richardson  
Treasurer - Erin Yoshida

Many thanks to all who have taken on these volunteer positions and to all who attended the meeting!

### Home and School Association:

Past Chair – Leigh Ann Richardson  
Chair - Sue Noble & Wendy Colthart  
Secretary – Andrea Genereaux  
Treasurer – Erin Yoshida

Staff Representatives – Bruce Devenny & Marie-France Jeurond  
Sue Massaad, Principal  
Dan Martin, Vice Principal

**May Fair** is just months away and preparations have begun, but in order to ensure a successful event, there are some key roles that need to be filled. Please see the information that follows and consider how you can become involved. To volunteer, for May Fair or other activities, or for more information please contact:

[manorparksschoolcouncil@yahoo.ca](mailto:manorparksschoolcouncil@yahoo.ca)

# May Fair Volunteers Needed

The Manor Park School Council is seeking Convenors for this year's May Fair.

The list below indicates the various roles for which we are seeking convenors. This year the school council has decided to create teams to take on some of the pre-Fair tasks. Each team's responsibilities are detailed below. For more information about a particular role or to volunteer please email [manorparkschoolcouncil@yahoo.ca](mailto:manorparkschoolcouncil@yahoo.ca).

Team	Convenors Included	Volunteer(s)
Overall Coordinator		
Communications Coordinator		
Ticket Table Coordinator		Volunteer in place
Volunteer Coordinator		
Entertainment Coordinator		
Parade Convenor		
Silent Auction Convenor		
Sponsorship Convenor		Volunteer in place
Food	BBQ	Volunteer in place
	Drinks	
	Coffee & Donuts	
	Freezie	Volunteer in place
Games	Inflatables	Volunteer in place
	Junior Games	
	Primary/Munchkin Games	
	Surprise Jars	Volunteer in place
	Face Painting	
	Balloons	Volunteer in place
	Chess Set	Volunteer in place
	Cake Walk	
Sales	Toy Sale	
	Book Sale	

The idea behind these teams is that either one of the convenors within this team or a few people within the team would take responsibility for the additional pre-Fair tasks that are listed under the team.

## Roles

### **Communications Coordinator**

- Advertisements for the chronicle (there are models from previous years that can be updated)
- Updates for council newsletter
- Updates for school newsletter
- Biweekly flyers
- Cheetah sign (coordinate with Plant Sale coordinator)

### **Food Team** (include BBQ, Drinks, Coffee & Donuts and Freezie convenors)

- Request tables
- Request classroom access
- Request fridge access
- Request electricity access
- Request custodians the night before and the day of the Fair
- Prepare price lists for the food items and communicate these prices to the Ticket Table Coordinator.

### **Games Team** (includes Inflatables, Junior Games, Primary/Munchkin games, Surprise Jars, Face Paint, Balloon, Chess set and Cake Walk convenors)

- Request insurance
- Decorate the display case (usually surprise jar convenor)
- Count and distribute tents. Buy more tents as necessary.
- Liaise with the MPCC - request access to washrooms, borrow tents and request that field activities be cancelled that week.
- Design the map for the Fair
- Call 311 to have picnic tables unlocked
- Prepare price lists for the different games and communicate these prices to the Ticket Table Coordinator.

### **Sales Team** (includes Book and Toy Sale convenors)

- Organize the donations
- Organize the May Fair room as necessary
- Keep the May Fair room as tidy as possible while sorting donations
- Arrange to have extra supplies or inappropriate donations transferred to a thrift store
- Request float from the treasurer

### **Ticket Table Coordinator**

- Request First Aid Kits for the day of the Fair from the office
- Request float from the treasurer
- Compile information related to prices and schedule as provided by the Food Team, Games Team and Entertainment Coordinator.

### **Volunteer Coordinator**

- Liaise with the Teacher volunteer coordinator - the teacher volunteer coordinator will solicit help from the teachers and tell the volunteer coordinator what shifts and what activities the teachers will be taking on
- Contact High Schools to seek student volunteers
- Confirm with students who volunteer to help

- Assign parent and student volunteers to different activities as per the needs chart provided
- Prepare the vouchers and name tags for the student volunteers
- Day of the Fair – greet student volunteers and direct to their assignment
- Sign volunteer forms at the end of the Fair

#### **Entertainment Coordinator**

- Book Ray's Reptiles
- Contact school to see if any classes or school groups would be interested in performing at the Fair
- Contact Rideau High to see if the band would like to play at the Fair
- Find MC/DJ for the Fair
- Prepare the playlist for the DJ
- Coordinate with External Group (i.e. Kub Kars, cadets, etc.)
- Book Magic Photo Booth
- Prepare entertainment schedule and communicate the schedule to the Ticket Table Coordinator.

#### **Parade Convenor**

- Plan and execute the parade

#### **Silent Auction & Sponsorship Convenors**

- No additional responsibilities

*\*\*\* Thanks for considering these positions and we hope that you will help to make May Fair a success!\*\*\**



#### **INTERESTED IN OTHER WAYS TO GET INVOLVED?**

There are countless ways to make a difference at Manor Park Public School! Here are a few: May Fair volunteers, Pizza volunteers, Grant writing, Fundraising, In-class support, Badminton Club, Shelving books in the library, School Council Website support.

To get involved, please drop us an email at [manorparkschoolcouncil@yahoo.ca](mailto:manorparkschoolcouncil@yahoo.ca)

#### **NEWS FROM CHRIS ELLIS, OCDSB Trustee - Zone 6**

For updates from Chris Ellis, please visit the website below and feel free to contact him with any questions. He will be attending the April MPSC meeting.

Chris Ellis, [Chris.Ellis@ocdsb.ca](mailto:Chris.Ellis@ocdsb.ca)

Trustee Zone 6 Alta Vista & Rideau-Rockcliffe of the Ottawa-Carleton

District School Board, [www.SchoolZone6.org](http://www.SchoolZone6.org)

613-818-7350

# Dance-A-Thon



Congratulations on another hugely successful Dance-A-Thon!! The gym was “rockin” all day long and was filled with great energy and enthusiasm! The students did an amazing job of raising more than \$9,000 – all of which goes directly back to the school! Footballs, soccer balls, volleyballs and basketballs were raffled off to students, as well as gift certificates to Subway, Cineplex Odeon and Chapters. Two scooters were given away and Ms Fleras and Mme Ladouceur’s classes won pizza parties! The Works Burger Bistro on Beechwood was kind enough to donate a dinner for two, as well as milkshake coupons that were given to Mme Jeaurond, Ms Duncan and Mme Leduc’s classes.

Congratulations to all students and keep on dancing!

## PIZZA THURSDAYS!

Our second pizza session (December 17th - March 31st) will be winding down in a few weeks.

Just a reminder that the next 13 week session will run from April 7th - June 30th (the very last day of school) and order forms will be sent home on Tuesday, March 29th and will be due back on April 4th.

Thanks for your support with this delicious fundraiser!

Wendy Colthart

Volunteer Pizza Coordinator...and mum  
(wendycolthart@gmail.com)

**After-School Child Care for 2016-17 school year: Registration begins March 1!**

Registration for 'Before- and After-School in Manor Park', for the school year beginning September 2016 opens on March 1. For information about this licensed child care program, visit [manorpark.ca](http://manorpark.ca). For families new to Manor Park Public School, program details will be shared at the school's Kindergarten Information Night.

**Mark your calendars! NEW PA Day is April 15.**

The Ottawa-Carleton District School Board (OCDSB) has added a new PA Day to the school calendar. On Friday, April 15 2016, 'Before- and After-School in Manor Park' will be offering fun and active programming for families requiring care. Licensed child care spaces are limited, so register today. ([manorpark.ca](http://manorpark.ca), of course!)

**Kids Keep Active**

Indoor Soccer, Floorball, Outdoor Soccer, Baseball, Flag Rugby and Outdoor Floorball are all taking registration for the next session. Sessions either start in January or the Spring, check [manorpark.ca](http://manorpark.ca) for dates and details.

Please visit the MPCC website to get all their news!