1) **Auxiliary Program Overview and Survey Results**

David Sarpal presented on three aspects of the Auxiliary Program:

1. **What the Department Does**

   The Department oversees more than just the after school program. Their responsibilities include after school activities, aftercare, lunch oversight, bus sign-up, special events, vacation camps and summer camp. They currently have a staff of 16 people. They are offering 51 after school classes this fall—which includes 11 new classes. For the summer, they have a different staff of approximately 65 people.

   The after school classes are heavily tilted toward the younger grades (pre-K through 2nd):
   - Pre-K: 100 students
   - K: 144 students
   - 1st: 142 students
   - 2nd: 116 students

   The number of students varies day to day based on the day of the week, as well as the number of drop-ins that day. For Fall 2015, the number of students signed up for classes each day is as follows:
   - Monday: 180 students
   - Tuesday: 200 students
   - Wednesday: 250 students
   - Thursday: 200 students
   - Friday: 170 students

   We sign in kids between 3:30 and 3:45 to make sure we know who’s there. Our goal is to provide a safe and convenient location for the children’s activities. David noted that the drop-in rate is high and fluctuates, making this an important step.

2. **Survey Results**

   We received 70 responses and 75% of the respondents were moms. Highlights of the survey results include the following:
   - 77% felt the program is safe
   - 64% were satisfied or very satisfied with the curriculum
   - There were high satisfaction rates with the music program
   - There was high interest in Arabic, Chinese and STEM
   - Survey respondents were less positive about study hall

3. **Vision for the Department**

   As a result of the survey, we added more class offerings and have tried to increase the number of slots in the music program. We have also changed the study hall. The classrooms are broken down by age. Each classroom is now monitored by after school staff. Two teachers are assigned to assist all kids as needed during study hall, and are centrally located in another room where children that need help can get a pass to see the teachers. This staffing change was made due to an understanding that it is particularly 1st and 2nd graders who need the most assistance, and
generally those in the upper grades don’t need as much input from teachers to complete their assignments.

David noted that he is a data-based decision maker and that he needs parents’ feedback to make the Auxiliary Program better and more convenient. David indicated that they want to automate the sign-up procedures, and asked for input from any parents with expertise on scheduling software packages as to what packages might be a good choice for the program.

Some parents expressed concern about the changes to the study hall aspect of the after school program and urged David to return to the former program or add more teachers to study hall to ensure teachers are available in each classroom to help with homework. The concern was that many children will not want to get passes to go down the hall to see a teacher. David noted that after school classes began two weeks ago and the process is evolving. They will adjust as necessary and may provide more homework tutors as needed. He wants to make sure families get the services they need.

Two parents provided feedback that the after school sign in process has been taking too long—much longer than 15 minutes—and that it’s very important for the kids to have that extra playground time at the end of the day.

David concluded by noting that feedback from parents is appreciated. Notecards were handed out to parents in attendance to provide additional feedback. Sarah Olsten-Peterson invited David to come back to the November monthly parent meeting to further discuss the Auxiliary Program and respond to the additional feedback provided.

2) **Student Support Services (SST) Overview**

Alex Roosenburg provided a brief overview of the student support services team, which consists of:

- Alex Roosenburg and Leah Palmatier—Co-chairs
- Ellie Dooling—Learning Support Specialist
- Irene Friendly—Counselor
- Liz Kubic—Reading/English Support
- Dolores Virasoro—Spanish Support
- Anne Bernoux—French Support
- Kelly Rogers—Math Support

The Student Support team meets weekly as a group, to make sure that there is consistency in our support practices across languages and grades. In addition, we meet with teachers to discuss strategies they can implement if they have a student whom they feel they are not able to differentiate for or provide enough support to using their own arsenal of strategies. The team will look at what is in place, where the student is academically, socially, etc., and then will discuss possible ways forward with the teachers. After this meeting, the teachers will contact the parents of the student in order to share what strategies will be implemented, and what support, if any, can be provided from home. This applies to students that need to be challenged to a higher academic level, and those that need support to have more successes within their grade level.

Alex also highlighted an upcoming parent meeting on **October 29 at 8:30 am** to discuss student support services.
3) **October Primary School Events**

**Bilingual Book Fair (Oct. 20-23)**

Glenda Harvey, Sarah Capella and Katy Senkus are chairing the bilingual book fair this year. Glenda gave an update on the book fair. This is a great opportunity to buy new French and Spanish books for your children. The book fair is scheduled for **Tuesday, Oct. 20 through Friday, Oct. 23**. Set up for the book fair will take place Monday, Oct. 19 and break down will be on Monday, Oct. 26. Many volunteers are needed to help run this event. If you are interested in helping out, you can sign up through this link to Sign Up Genius: [volunteer here](#). (This link is also provided on the WIS website.)

Books are available for purchase Tuesday, Oct. 20 through Friday, Oct. 23. The kids will write up their wish list on Tuesday or Wednesday. Parents can purchase the books before or after their parent-teacher conference on Thursday or Friday. We have books available for all ages and they will be organized by age. We do not recommend sending small children to school with money for the book fair.

Proceeds go to the library and help the library replenish their books. Last year we had total sales of $14,800 and about $3,500 of this amount went to the library.

**Teacher Appreciation Lunch (Oct. 22)**

Patricia Garffer spoke about the Primary School teacher appreciation lunch scheduled for **Thursday, Oct. 22**, during the first day of Parent-Teacher conferences. We are asking all Primary School parents to bring food items and beverages according to their child’s grade:

- **Pre-K and K Parents:** Desserts or beverage
- **1st and 2nd Parents:** Sides, salads, vegetables, fruit, bread or cheese
- **3rd, 4th and 5th Parents:** Entrees

Please note that parents of any grade are welcome to bring an entree.

Aluminum tins will be available for pickup at the front desk starting October 13. You may leave your dish in the Multipurpose Room on the morning of Thursday, October 22. If you won’t be at school on October 22 and would like to leave food items that do not require heating or refrigeration, they may be dropped off Wednesday, October 21. Volunteers will be at the car line drop off to receive them. When you drop off your food contribution, please include a small note with a description of the dish and your family's name.

Volunteers are needed to help set up, serve and clean up for the lunch. Parents can sign up to help out for 1 hour time slots through this link to Volunteer Spot: [sign up to volunteer here](#). (This link is also provided on the WIS website.) Childcare is offered while you are volunteering, or your child can help you.

This is one of the few times in the year that teachers have a chance to sit down and eat lunch together and it is a very popular event for the teachers. We appreciate your help!

*For additional October events and other important calendar items, please see the PS Calendar Items section on the last page.*
4) **Future Events**

**Gala and Auction (May 14, 2016)**

Kimberly Bennett spoke briefly about the 2015 Gala and Auction, which will be held **Saturday, May 14** at the Andrew W. Mellon Auditorium. The Gala will be part of the 50th Anniversary Celebration Weekend (May 13-15). The Gala is a great event to celebrate the school and raise money in support of Annual Giving for Financial Aid. There are many ways to become involved in the Auction, from planning the event to organizing various aspects of the evening. The next Gala volunteer meeting is Wednesday, October 7 at 8:30 am.

**International Dinner (Nov. 7, 2015)**

Sarah Olsten-Peterson noted that the International Dinner is coming up on **Saturday, November 7**. It will be held at Tregaron immediately following Clayton Lewis’ State of the School presentation in the Black Box Theater. Primary School parents are asked to bring wine or beer. An email will be circulated with more details about the dinner.

**Grandparents/Special Persons Day (Nov. 24, 2015)**

Sarah Olsten-Peterson noted that WIS will again host Grandparents/Special Persons Day this year, which will be held the Tuesday before Thanksgiving on **Tuesday, Nov. 24**.

Alex Roosenberg described the activities and children’s performances that would occur during this event. This is a special day set aside for students to interact with their grandparents or another special person. Guests will attend a special assembly, enjoy a snack and visit the child’s classroom.

To accommodate everyone, Pre-K through Grade 2 will celebrate in the morning, and Grades 3-5 will celebrate in the afternoon. (For those with grandchildren in both grades, they may attend both.) If a child’s grandparents are unable to attend, families may invite a special person. All children will participate in the same activities, so please do not worry if your grandparent or special person cannot attend.

Invitations will be mailed to all grandparents or special persons for whom we have a mailing address. Please email Marcela Churchill at churchill@wis.edu if you’d like to share a mailing or email address.

**WISPA Evening Parent Social (Oct. 29, 2015)**

Sarah Olsten-Peterson noted that WISPA’s next meeting will be an evening social for parents, held on **Thursday, Oct. 29** at the Dacha on the Tregaron campus from 6:30-8:30 pm. Everyone is encouraged to attend. Wine, beer and light appetizers will be served.
PS Calendar Items

- **October 6:** Grades 1 and 2 Parent Coffee with Melody - PS Learning Center 8:30am
- **October 8:** PK/K Mathematics Overview with Kelly Rogers (WIS's new Math Coordinator) - PS Learning Center 8:30am
- **October 9:** No School, Professional Development Day - teachers will spend the day working with Playworks, an organization which helps children to engage in healthy, inclusive play.
- **October 10:** Family Volunteer Event (off-site)
- **October 12:** No School, Columbus Day
- **October 13:** Grades 3, 4 and 5 Parent Coffee with Melody - PS Learning Center 8:30am
  - **October 15:** Parent Meeting on Information and Communication Literacy (ICL) - PS Learning Center 8:30am
  - **October 20-23:** Bilingual Book Fair - PS Learning Center
  - **October 22-23:** Parent-Teacher Conferences. **(No school on these days.)**
    Time slots for the parent-teacher conferences will be available through the “Pick-A-Time” link beginning Monday, Oct. 5 at 10 am and closing Monday, Oct. 19 at noon. Each conference is 20 minutes. Childcare will be available for school-aged children during the appointed conference time slot only. Single subject teachers (art, music, PE, movement) and the Learning Specialist and Counselor will be available throughout both days. (Note: Unless Parents are traveling for work or there is a family emergency, Parents cannot request a make-up conference.)
  - **October 29:** Parent Meeting on Student Support Services (SST) - PS Learning Center 8:30am
  - **October 29:** WISPA Evening Parent Social, 6:30-8:30 pm, Tregaron Dacha
  - **October 30:** Halloween Parade, all grades, 9:00am. PK/K performance following parade.
    Parents are welcome to attend. Students should arrive at school dressed in their costumes. Play weapons, such as toy guns or swords, should be left at home. Guidelines may be found in each grade’s class website.
- **November 5:** Monthly PS Parent Meeting
- **November 7:** International Dinner, Tregaron Campus

Next Primary School Parent Meeting
November 5, 2015, 8:30am, Learning Center
Topics: Responsive Classroom, Explanation of Preschool Addition, Auxiliary Programs