

Peirce Service Organization Meeting Minutes

Friday January 15, 2016

8:15 am

Attendees

Nora Hughes, President

M. Cecilia Bocanegra, Secretary

Molly Roudebush, Treasurer

Lori Zaimi, Principal: Helen C. Peirce School of International Studies

Members of Peirce Service Organization (PSO)

Location

Fieldhouse - Helen C. Peirce School of International Studies

1423 W. Bryn Mawr Ave. Chicago, IL 60660

Agenda

- **New Business**
 - Introductions
 - Coffee with Ms. Zaimi & Mr. Nanavati
 - CIWP Parent Input
 - Communication Committee Parent Survey
 - Upcoming Dates for Your Calendar
- **Old Business**
 - International Literacy Night
 - Puente Committee: Valentine's Dance

New Business

- **Introductions** Each member of the group introduced themselves and answered the question of whether or not they like winter.
- **Coffee with Ms. Zaimi & Mr. Nanavati** The first Coffee took place this week on Wednesday Jan. 13 and was a success with good attendance and feedback. Ms. Zaimi plans to keep them going.
- **CIWP Parent Input** Ms. Zaimi is working on the CIWP (Continuous Improvement Work Plan) which is due this year as it is a “working” year. Part of the Plan is obtaining feedback on the school from all stakeholders. The Plan becomes a guide for teachers, budget development and other important processes at the school. The Plan has two phases, the School Effectiveness Framework, due in mid February, and the Action Plan, due the day after the April 2016 LSC meeting. Ms. Zaimi is planning different ways to obtain feedback from all stakeholders and for getting parent feedback she thought that small focus groups held at different locations and times would be helpful. Her idea is that parents can volunteer to host different groups of parents either in their homes or at a venue like a restaurant and that might help elicit more participation than large groups hosted at school. PSO president Nora Hughes offered to host a group at the fieldhouse and some other PSO members expressed interest in hosting the small, off-site groups. The opportunity will be announced to the larger school parent community as well. PSO member Karen Dreyfuss offered to assist in obtaining feedback from non-parent community members.
- **Communication Committee Parent Survey** The heads of the various parent groups at Peirce met to coordinate collaboration among the groups and improve communication. They drafted a survey for Peirce parents to help guide their efforts. PSO president Nora Hughes passed around the first draft of the survey to the PSO members to help streamline the questions and ask for suggestions. Nora asked the group for suggestions on how to best distribute the survey and obtain maximum participation. It will be available online and on paper and translated into Spanish.
- **Upcoming Dates for Your Calendar** The first in a series of PAC-sponsored workshops is taking place on January 22nd. The remaining Small Tours hosted by the Open House Committee are on February 12, March 4, and May 6. Assistance is needed to count Box Tops on Feb. 19 in the Teacher’s Lounge. The Walk-A-Thon will take place on May 13. BAC/PAC President Maria Carerra informed the group that after the PAC/BAC Meeting scheduled for February 12 there will be a Valentine’s Day craft workshop. Some parents asked for the dates for graduation and 8th grade picture day. Nora will follow up. The group members were also reminded to Like the Peirce Facebook Page if they have Facebook accounts.

Old Business

- **International Literacy Night** This year, International Dinner and Family Literacy Night are being merged into one event which will feature food and exposure to different versions of some of our favorite stories, fables, and fairy tales as they are told around the world. Kimberly Lebovits, PYP Coordinator, and Katherine Hopkins, Peirce Preschool Teacher, are in the early planning stages for the event which will take place on March 16, 2016.
- **Puente Committee: Valentine's Dance** The Puente Valentine's Dance will occur on the evening of Friday February 12. A sign-up sheet was passed around for those interested in attending the planning meeting on Wednesday January 20 after drop-off. A suggestion was made to consider security measures for the aisles in the gym to ensure safety. Different ideas were shared for how to achieve this goal and it will be further discussed in the planning meeting.

Next Meeting

The next meeting will be held on Friday, February 19th at 8:15 am. The location will be the fieldhouse at the school.