

# JENNIE EMERY ELEMENTARY SCHOOL PARENT COUNCIL

## MEETING MINUTES

NOVEMBER 26, 2013

### 1. Meeting called to order: Sandra Smith, 6:40PM

Present: Sandra Smith, Shauna Pauls, Jodi Reed, Sherrie Nickel, Kristi VanDoesburg, Shannon Little, Robyn Henderson, Natasha Richards, Nicole Cameron, Shay Isleifson, Leyna Kachmarchyk.

Regrets: Debbie Laturnus (Trustee)

### 2. Introductions and Welcome

### 3. Approval of Agenda: Agenda date amended to November 26, 2013.

Additions - 6a: Munsch-O-Rama

6b: JEES Anniversary Apparel

Approval of Agenda – Shauna 1<sup>st</sup>, Robyn 2<sup>nd</sup>, none opposed. Carried.

### 4. Approval of September 17, 2013 Minutes: Meetings Scheduled: November 19<sup>th</sup> date changed to November 26<sup>th</sup>.

Special Events Committee Contact Sheet:

\*Natasha Richards work phone number amended to 403-320-1817. Her home number, 403-405-3518, was added.

\*Jodi Reed's phone number amended to 403-345-5956

Approval of September Minutes – Jodi 1<sup>st</sup>, Natasha 2<sup>nd</sup>, none opposed. Carried.

### 5. Reports:

\* **Trustee** – no report

\* **Principal** – Highlights of School happenings:

Sept 23 – Lockdown drill was very successful; within 45 seconds the students and staff were all quiet and secured

Sept 27 – school participated in Terry Fox Run

Sept 30 – Oct 8 – school hosted 2 administrators from South Australia

Oct 3 – Laure Wilson was in to talk to staff about the funding cuts to Inclusive

Education

Oct 4 – grade 4 hosted a fantastic assembly

Oct 18 - Bible time started

Oct 22 – Subway Hot Lunch was well received

Oct 31 – school-wide Halloween celebration was a great success

Nov 1 – grade 3 hosted a touching and poignant assembly focused on playground rules and respect

Nov 7 – Remembrance Day service was well attended

Nov 13 & 14 – 92% of parents attended Student-led Conferences

Nov 15 – school participated in the first annual Random Acts of Kindness Day sponsored by the Community Foundation

Nov 18 – school was closed on account of flooding; restoration continues

Nov 20 – Boston Pizza Hot Lunch

School is looking forward to:

Dec 6 – school-wide assembly hosted by the grade 2s

Dec 18 – Christmas Concert for A-M students at 1PM and 7PM

Dec 19 – Christmas Concert for N-Z students at 1PM and 7PM

**\*Treasurer** – see attached JEES Council 2013/2014 Budget

- one deposit of \$3900 has been made.

- \$776 in donations from school-wide Terry Fox Walk was remitted to the Terry Fox Foundation.

- \$1700 has been collected from the Subway Hot Lunch. The Boston Pizza Hot Lunch \$s have not been calculated as of yet.

- approximately \$275 was generated from the November 19 cupcake sale and will be deposited.

- based on Special Events earnings from last year, we can predict to earn approximately \$24,000. The budgets for the sub-committees have been based on this amount. See attached JEES Council 2013/2014 Budget.

- in lieu of a school “free lunch”, the \$1000 will be budgeted for School Presentations.

- the \$3906 earmarked for the Playground Replacement can be put into a separate investment account. Shauna and Kathy Pitcher are looking into this possibility.

i. On-line Banking: Kathy Pitcher has been in discussion with the bank personnel. We can no longer order duplicating cheques for our Non-profit Community Bank Account. We currently receive a bank statement once every 3 months. Kathy and Shauna proposed that we change to an on-line banking account so that they will have immediate access to all account activities. They will research this option with the bank and choose the most cost-effective option.

**Motion:** Natasha moved that JEES Parent Council approve that Account #5099001 be changed to an account with on-line banking services and that both JEES Parent Council Treasurers have access to it.

Robyn 2<sup>nd</sup>, no discussion. None opposed. Carried.

**\*Special Events:**

**i. Head Lice:** no report

**ii. One School One Book:** Robyn reported that the \$1953.56 surplus from 2012/2013 has been secured and with the additional \$500 budgeted from Parent Council, the project will have \$2453.56 to use towards this year’s project. There will be a committee meeting on Nov. 27<sup>th</sup> to choose a book. The project will be implemented in the school some time between end of February, 2014 to mid April, 2014.

**iii. Staff Appreciation:** the committee has been given a budget of \$500 so that they can begin planning.

**iv. Pancake Brunch:** Jenn DeJager has been asked to contact Megan Wittig to pass on the information from previous Pancake Breakfasts. This year the committee would like to try a brunch instead of a breakfast.

**v. Cupcake Sales:** Jodi reported that the sale went very well. All students who wanted to purchase cupcakes were able to buy at least one and many bought 2, 3, and even 4. The extra cupcakes were given to the PASS program and the Coaldale Fire Hall. Approximately \$275 was earned from the sale.

**vi. Skip-a-Rama:** Jodi Pilling and Janaya Skretting have had an initial meeting with this committee. More news will be given at the next Parent Council meeting.

**vii. Playground Replacement:** Leyana reported that for the size of JEES and the age bracket of students, we would need to budget approximately \$100,000 - \$150,000 (equipment cost is approx. \$100,000 - \$130,000, the remainder for landscaping). This committee will now meet to research different possibilities/plans for 2-3 separate playground areas, location possibilities, cost of each proposal, etc... and report back to the next Parent Council meeting. They will also research/apply for grant monies that may be available.

## **6. New Business:**

**6a. Munsch-O-Rama:** Sherrie received a notice from New West Theatre that they are putting on Munsch-O-Rama performances at schools for a cost of \$600 + GST. This would be a good presentation for our students as a “gift” after the Christmas break. Sherrie has put our name on a waiting list for January 2014.

**6b. JEES Anniversary Apparel:** Janet Ainscough asked Jodi to approach Parent Council to consider organizing/ordering JEES Anniversary apparel in celebration of JEES’ 20<sup>th</sup> anniversary, which will be in February 2014. Natasha agreed to research 3 options for apparel possibilities (hoodies, t-shirts) with the school logo (she will contact Janet about the possibility of a “girl” raccoon being added to the logo), school colours (black/white/teal), the 20<sup>th</sup> anniversary years (1993-2014), and price. She will deliver the information to the school office so that an order form can be sent home to each JEES family on December 6<sup>th</sup>. The orders will only be accepted if they are pre-paid by December 20, 2013.

**7. JEES School Goals Presentation:** Sherrie presented the 2013 – 2014 school goals. The focus will be on improving each student’s reading level by one bench-mark per year and insuring students feel safe and cared for in the daily life of the school. For details, see attached. She will meet with Central Office Staff on December 3, 2013 for feed back on these goals.

**8. Next Meeting:** January 14, 2014 at 6:30PM in JEES Staff Room.

**9. Adjournment:** Meeting adjourned at 7:55PM.