

**Jennie Emery Elementary  
School Council Meeting  
Wednesday – October 25<sup>th</sup>, 2023**

1. **CALL MEETING TO ORDER** – 7:03 PM
2. **WELCOME AND INTRODUCTIONS** – Danie Lawrence (Chairperson), Kim Hazuda (Co-Chairperson), Toni Klassen (Treasurer), Joisa Tillack (Secretary), Sharon Rutledge (Trustee), Megan Leusink (Vice Principal), Chris Spanos (Principal), Nicole Kaminski (Teacher), Shanda Westerhoud, Nora Chomistek, Scott Harker, John Koot
3. **REVIEW OF AGENDA**
  - a. ADDITIONS – None.
  - b. APPROVAL OF AGENDA – 1<sup>st</sup> Joisa, 2<sup>nd</sup> Nora, none opposed. Approved.
4. **REVIEW OF MINUTES**
  - a. ADDITIONS – None.
  - b. APPROVAL OF SEPTEMBER 19<sup>th</sup>, 2023 MEETING MINUTES – 1<sup>st</sup> Toni, 2<sup>nd</sup> Nora, none opposed. Approved.

5. **REPORTS**

- a. **CHAIRPERSON** – Council of Councils Meeting was attended where agenda setting and tone for council was discussed. Suggestion to use portal instead of snail mail or email. This new platform allows the Chairperson to send their Annual Report through this portal.

Website updates are still currently in progress.

- b. **PRINCIPAL** – A thank you to parents for their commitment in volunteering and increase in offers to help. Also a thank you to the fundraising committee, the smooth return of hot lunch and the help provided by individuals during Picture Day.

i. **EVENT HIGHLIGHTS**

Orange Shirt Day, Cross Country, Terry Fox Run, the “Open House” event at the Coaldale Fire Department for Fire Safety Prevention Week for the Kindergartens, and the Scholastic Book Fair were all a success. The Scholastic Book Fair had a goal of \$7,000 and ended up surpassing this at \$9,967!

Current events that are ongoing are the “Big Brother Big Sister” program with Grade 3 and 4 girls (boys will be next). This is an after school program that helps kids with social and peer interactions. The weekly visits to the Sunny South Lodge for the Grade 2’s. One Grade 3 class that goes to Grandpals. A Grade 1 class has an R.I. Baker partnership. The Volleyball Club for the Grade 3 and 4’s.

Upcoming events include the Halloween Parade on October 31<sup>st</sup>, where more seating will be provided for parents, due to the wonderful turn out we had last year. Anyone available to help with costumes during lunch time would be appreciated. Choir sign up has also been

sent home. November 10<sup>th</sup> will be our Remembrance Day assembly. The first student led assembly will be held on December 8<sup>th</sup>. Christmas Concert dates are Dec 19<sup>th</sup> and 20<sup>th</sup> with more information to come with specific details.

ii. Palliser has posted an update on their website regarding the New Coaldale School and Grade Reconfiguration for 2024/2025 School Year (See attached). Meetings with HR (Human Resources) for the teaching staff are to begin to allow them to share their preferences, current grade level assignments and their desires going forward as anticipated changes are ahead. There will be some shifts within the staff but there will also be some vacancies. Working together to gather this information now and mid-year when we receive enrollment will give us a better idea with allocating assignments. This applies just for the three (3) schools involved: Jennie Emery Elementary, R.I. Baker and Kate Andrews Replacement School.

iii. Report cards template may be changing across the division and how it is planned for Palliser to have an outcome based report card starting next year. Discussions have happened between the staff. Report cards look similar but the achievement indicators will be different. We are planning on moving to a letter representation verses a numeric representation. More conversations will come about what the Edsby platform will look like and will be shared with parents in upcoming meetings. We are looking for parent input as we go through the process of changing the template. New template of report card will be provided in the next meeting.

iv. We are hosting and receiving a total of 6 practicum placements this fall. Five (5) PS1 students from the U of L and one (1) from the U of C. We are looking forward to these partnerships.

c. TRUSTEE – See attached.

6. **NEW BUSINESS** – None.

7. **NEXT MEETING** – Tuesday – November 28<sup>th</sup>, 2023 at 7pm

8. **ADJOURNMENT** – 7:33 PM

# **New Coaldale School and Grade Reconfiguration for 2024/2025 School Year**

This year marks an exciting period for Palliser School Division as we undertake significant enhancements for our students in Coaldale.

Initiating consultations and plans in 2017, the Palliser School Division has been attuned to the evolving needs of Coaldale students. Through robust public consultation and engagement, the Division developed a plan that responds to demographic changes. This led to the decision to reconfigure the grades and build a new school catering to students from Grades 7-12.

The Alberta government, acknowledging Coaldale's growth and vibrancy, invested in public education. In March 2021, they committed to funding approximately \$40 million, bringing the vision of the new school build and grade reconfiguration to fruition.

Designed with the aspirations of residents, parents, guardians, and most crucially, the students of Coaldale in mind, the new school embodies a shared vision. In response to student feedback valuing music, theatre, and performing arts, the school will feature a black box theatre and a large music space. Furthermore, state-of-the-art learning spaces for career and technology studies have been integrated. For hands-on experiences, students will have access to a contemporary science lab, woodshop, cosmetology lab, and commercial kitchen. Plus, thanks to a collaboration with the Town of Coaldale Recreation Centre, students need only step across a hallway to access a premier fitness

center, complete with an indoor running track.

With the new developments, the Division would like to share some information on the grade reconfiguration for existing Coaldale school facilities to better serve the community:

- Jennie Emery School will serve students in early learning to Grade 3

[Note from Principal Chris Spanos](#)

- RI Baker will serve students in Grades 4-6

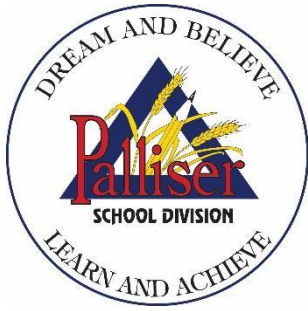
[Note from Principal Jason Prebushewski](#)

- The Kate Andrews Replacement School will serve students in Grades 7-12

[Note from Principal Curtis Uyesugi](#)

Palliser School Division wishes to continue this relationship of collaboration with our school communities as we prepare for the changes in the 2024/2025 school year. We invite you to contribute your feedback and suggestions, as well as ask any questions you may have using the forms below.

To help navigate the changes, we will maintain a frequently asked question section. We are excited to partner with the community in Coaldale to strengthen public education.



# The Palliser School Division

## Palliser Centre

#101, 3305 - 18 Avenue North, Lethbridge, AB T1H 5S1

Phone: 403-328-4111 Toll-free: 877-667-1234

Fax: 403-380-6890 [www.pallisersd.ab.ca](http://www.pallisersd.ab.ca)

---

Hello,

This year marks a significant period of change and growth for me personally as I step into my first year as principal at Jennie Emery. Simultaneously, our school Division in Coaldale is undergoing its own transformation. Though I am new to this community, I've quickly recognized the depth of insight and creativity present among our students, staff, families, and the broader school community. I'm eager to collaborate with all of you as we refine our school structure in light of the new grade configuration.

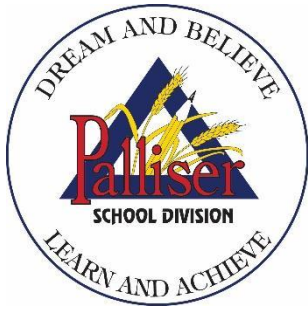
Together, as a united team, we'll address the ensuing implications. With the new grade structure, our Grade 3 students will rise as mentors and leaders, and we will support them. As the grade levels we cater to change, so will our annual celebrations and milestones. As we navigate this transition, every voice in our community will be crucial and valued.

Furthermore, we'll be establishing stronger links with the schools our students will eventually attend. Our staff will build on our partnerships with the neighbouring schools, ensuring a seamless transition as our students continue their education in Coaldale.

We are honoured that Jennie Emery serves as the starting point in this educational journey. We eagerly anticipate partnering with all our educational partners to craft the best possible experience during these foundational years.

Sincerely,

Chris Spanos  
Principal, Jennie Emery



# The Palliser School Division

## Palliser Centre

#101, 3305 - 18 Avenue North, Lethbridge, AB T1H 5S1

Phone: 403-328-4111 Toll-free: 877-667-1234

Fax: 403-380-6890 [www.pallisersd.ab.ca](http://www.pallisersd.ab.ca)

---

Hello,

The 2024/2025 school year is set to usher in significant changes for RI Baker. Our grade reconfiguration will have students join us for grades 4, 5, and 6. Consequently, our identity will shift from a junior high school to a senior elementary school. Although this represents a major change, I wholeheartedly embrace it. Having spent many years of my career as the vice principal of an elementary school, I am deeply familiar with the transformative potential of these pivotal years for students.

We are excited to cultivate an enriching collaborative relationship with both Jennie Emery and the new school. Our team will work hand in hand with the educators at Jennie Emery, ensuring consistent learning practices and environments. This collaboration aims to make the transition seamless for students, allowing them to feel comfortable and confident from the moment they step into RI Baker. Additionally, we are committed to continuing mentorship programs where our older elementary students can guide and assist the younger ones at Jennie Emery.

Beyond academics, a core area of focus for us will be equipping our students with the social-emotional skills they'll require. This foundation will be crucial as they gear up for greater independence in the subsequent phase spanning grades 7-12.

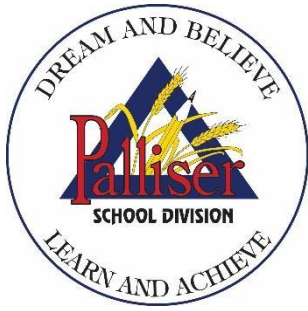
On the facilities front, RI Baker will undergo alterations designed with our younger learners in mind. From retrofitting washrooms and water fountains to reimagining shared spaces, every change is crafted to cater to their unique needs. Rest assured, we'll be adaptive and responsive, always striving to ensure the best for our students.

I would also like to take this opportunity to extend the invitation to you as members of the community to provide your feedback. Your input and ideas are vital in helping us create an amazing learning environment for our students. I look forward to our collaboration.

Sincerely,

Jason Prebushewski  
Principal, RI Baker

*Together we will ensure learning success for all students  
to develop their unique potential as caring citizens in a changing world.*



# The Palliser School Division

## Palliser Centre

#101, 3305 - 18 Avenue North, Lethbridge, AB T1H 5S1

Phone: 403-328-4111 Toll-free: 877-667-1234

Fax: 403-380-6890 [www.pallisersd.ab.ca](http://www.pallisersd.ab.ca)

---

Hello,

Many of you may already know me from your child's time at Jennie Emery or this year at Kate Andrews. For those who are unfamiliar, I look forward to getting to know you and your family at our new school. I'm honored to be a part of the inaugural year of this institution. The establishment of this school marks a significant and exciting change for the town of Coaldale.

Our new school will cater to students from Grades 7 through 12. The size of our student body enables us to offer an exceptional facility, ensuring that our students benefit from outstanding classroom resources right from Grade 7 onward. The extended duration that a student will spend in this building paves the way for our staff to foster strong relationships with students and their families.

While the broad age range between our youngest and oldest students does present challenges, we are planning diligently. The school's design incorporates distinct wings to separate junior and senior grades. However, there will be designated shared spaces and events under staff supervision to provide cross-graded activities, which can foster mentorship and role modeling. Such arrangements will not only help students develop their social skills but will also allow them to grasp diverse perspectives and prepare them for multifaceted interactions in their lives beyond our school walls.

As the principal, I deeply value collaboration and the forging of strong relationships. Please know that my door is always open to you. While the new infrastructure offers an exceptional learning environment, it's the community and culture we build together that will truly enable our students to feel supported, challenged, and engaged during their academic journey. I can't wait to open the doors and welcome everyone at the beginning of the 2024/2025 school year.

Sincerely,

Curtis Uyesugi  
Principal, Kate Andrews Replacement School

## **TRUSTEE REPORT:**

JEES Parent Council Meeting

October 25<sup>th</sup>, 2023

### **Board Highlights from October Meeting**

Palliser School Division is in the process of enhancing our assessment practices. While this shift has been in progress for some time, this year marks the first year where some Palliser elementary schools will pilot a new report card through the 'Edsby' platform. This new tool is aligned to provincial curriculum standards and outcomes, and will provide parents with meaningful updates on their child's progress. The division will implement the Edsby wide platform for report cards division wide beginning in the 2024-25 school year.

The Palliser School Division's Board of Trustees is embarking on a significant journey to shape our future. In the coming months, Central Administration has engaged a consulting company to collaborate on a review of our Vision, Mission and Values, aimed at guiding the division in shaping our future objectives to meet the needs of our students. Early next year, we will present the plan for public engagement. In the spring of 2024, we anticipate the unveiling of our renewed direction for the future.

The Board reviewed Policy 8: Appeals and Hearings Regarding Student Matters. The newly revised policy is available to principals, parents and concerned public on the division website.

The Alberta Health Services on Comprehensive School Health is a service available to all divisions. The contact person is Lindsay Spring from AHS who works closely with Palliser's Health Champions.

Next regular Board Meeting will be on Tuesday - November 14<sup>th</sup>, 2023.

**Report submitted by Trustee S. Rutledge**



**Jennie Emery Elementary**  
**Friends of Jennie Emery Elementary Society Meeting**  
**Wednesday – October 25<sup>th</sup>, 2023**

**1. CALL MEETING TO ORDER – 7:35 PM**

**IN ATTENDANCE** – Danie Lawrence (Chairperson), Kim Hazuda (Co-Chairperson), Joisa Tillack (Secretary), Megan Leusink (Vice Principal), Chris Spanos (Principal), Nicole Kaminski (Teacher), Shanda Westerhoud, Nora Chomistek, Toni Klassen, Scott Harker, John Koot

**2. REVIEW OF AGENDA**

- a. ADDITIONS – Health Champion Wellness to be added under 9d.
- b. APPROVAL OF AGENDA – 1<sup>st</sup> Toni, 2<sup>nd</sup> Nicole, none opposed. Approved.

**3. REVIEW OF MINUTES**

- a. ADDITIONS – None.
- b. APPROVAL OF SEPTEMBER 19<sup>TH</sup>, 2023 MEETING MINUTES – 1<sup>st</sup> Danie, 2<sup>nd</sup> Nora, none opposed. Approved.

**4. GOALS AND OBJECTIVES OF FRIENDS OF JENNIE EMERY ELEMENTARY SOCIETY** – Reminder for everyone that our main goal as a society is to raise money for the children. Our objective is to continue with this in mind and to hold these meetings with one another in a welcoming space, kind and respectful way.

**5. TREASURER’S REPORT**

- a. TREASURER REPLACEMENT PERSON(S) – The treasurer position will be continued by Toni Klassen until the position is filled.

**ACTION:** Danie to send Nicole the treasurer partner position details for the newsletter.

- b. TREASURER’S REPORT – End of year balance is \$113,475.81 with \$91,579.48 spoken for and \$21,896.33 of unallocated funds.

- c. AUDIT (DUE NOVEMBER 15<sup>TH</sup>) – A second person is required to look over the audit.

**ACTION:** Danie to help finalize the audit and send by due date of November 15<sup>th</sup>.

- d. GRADUATION – Current allowances are:

- i. ELP = \$500
- ii. Grade 3 = \$500
- iii. Grade 4 = \$500

**MOTION:** To give Kindergarten a graduation allowance of \$500. 1<sup>st</sup> Toni, 2<sup>nd</sup> Nicole, none opposed. Approved.

- e. FIELD TRIP (2023-2024) – Current allowances are:

- i. K-Grade 3 = \$20 per child
- ii. Grade 4 = \$25 per child
- iii. Scientist in School or equivalent as approved by the Principal = \$235 per class

**MOTION:** To change Grade 3 field trip allowance to \$25 per child. 1<sup>st</sup> Nicole, 2<sup>nd</sup> Danie, none opposed. Approved.

- f. TAX RECEIPTS – We are now able to offer donation tax receipts directly at Jennie Emery Elementary. Donations over \$20 must be written to Palliser School Division and can be dropped off at the office. A tax receipt can then be provided in return to the contributor.

## 6. FUNDRAISING

- a. FUNDRAISER REPORT – This year’s objective is to have one large fundraiser and a few smaller ones. This will include:
  - i. Donation Bin at the Coaldale Bottle Depot (Recycle Raccoon)
  - ii. Opt Out Fundraiser to continue all year.
  - iii. Hot Lunch
  - iv. Halloween Pizza73 Night
  - v. Bake Share Care will be a cupcake and cookie sale to be held twice this school year.
  - vi. Christmas Concert where we auction the front row, have a 50/50 raffle and if allowed, sell popcorn. A volunteer for popcorn clean up duty will be allocated.
  - vii. Gala for Jennie Emery Elementary School’s 30<sup>th</sup> Anniversary

**ACTION:** At the next Fundraising Committee meeting, everyone in attendance to vote on volunteer to be in charge of AGLC Raffle License Fee for the Christmas Concert. Everyone in the committee to remember to write down the winner’s name(s).

- b. FUNDRAISING COMMITTEE – Next meeting to be held on Thursday – November 2<sup>nd</sup>, 2023 at 7pm at the Coaldale Tim Horton’s.
- c. GALA – Attentive dates selected are March 16<sup>th</sup>, 2024 and March 23<sup>rd</sup>, 2024. Kinettes and St. Joseph School have agreed to let us run this event this school year.

**ACTION:** Danie to check on venue and if dates are available. At the next Fundraising Committee meeting, everyone in attendance to vote on volunteer to be in charge of AGLC Liquor License application.

- d. BAKE SHARE CARE (CUPCAKE & COOKIE SALE) – Dates selected are Thursday – November 30<sup>rd</sup>, 2023 and Wednesday – April 17<sup>th</sup>, 2024.

**ACTION:** Toni to set up SignUp Genius to request for volunteers for both morning and after school.

## 7. HOT LUNCH

- a. REPORT – A lot more organized this year. The list is already done for the entire year. BarBurrito in Coaldale asked if they could be added.

**ACTION:** Danie will update the list to include BarBurrito in Coaldale.

- b. LUNCHBOX (BROCHURE) – Council of Council Meetings brought up using the platform called LunchBox which automatically handles the arrangements between the vendor and the school. Unfortunately, it does not work for Coaldale at this time and will look into it again in January 2024.

**ACTION:** Joisa to add this to meeting minutes for January 2024 for follow up.

8. **PLAYGROUND REPORT** – Interim report has been sent to CCWA. Town of Coaldale has requested a report with a deadline of May 2024.

**ACTION:** Nora to provide report as required by Town of Coaldale by the deadline date. Nora to send Danie all the playground updates for the JEES website to be sent to Nicole.

9. **NEW BUSINESS**

- a. **SIGNING AUTHORITY** – No update.
- b. **BMO LEAVING COALDALE** – Branch is moving to Lethbridge in April 2024. Suggestion to shop for a bank to move funds to with the consideration of business hours, convenience, and customer service. First Choice Savings was suggested.

**ACTION:** Everyone to bring top 3 bank choices to next meeting. Nora to bring her research on banks to next meeting. To vote on new bank at the next meeting.

- c. **SPIRIT WEAR** – Spirit Wear has been done traditionally through FOJEES. However, this is not a fundraiser. The set up process includes an email back and forth to Public Image (Current contact person is Kaela Corazza).

**ACTION:** Danie to contact Nicole/Kristy regarding their thoughts on the possibility of passing this task onto the school.

- d. **HEALTH CHAMPION WELLNESS** – Palliser has recognized a need and has provided us with the Health Champion Wellness Program to support mental health for staff and students. This programs aim is to find the needs of the children and staff, aligning it with school goals and getting the tools needed for all to be successful. A few goals were provided but essentially after analyzing the current needs, a parent volunteer is something that would be beneficial for this program at Jennie Emery Elementary.

Some goals mentioned included: (1) creating a sense of belonging for staff, educational assistants, parents, and students, (2) creating an outdoor space to support learning and introducing more land based learning and (3) helping develop a growth mindset within the school like bringing in surveys.

**ACTION:** Nicole to distribute this information and request for parent volunteer to the school and parents.

10. **NEXT MEETING** – Tuesday – November 28<sup>th</sup>, 2023 at 7pm

11. **ADJOURNMENT** – 8:30 PM