

**Jennie Emery Elementary
School Council Meeting
Wednesday – April 17th, 2024**

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), Chris Spanos (Principal), Amy Kerr (Vice Principal), Nicole Kaminski (Teacher), Shanda Westerhoud, Nora Chomistek, Kim Booker
3. **REVIEW OF AGENDA**
 - a. ADDITIONS – None.
 - b. APPROVAL OF AGENDA – 1st Toni, 2nd Nicole, none opposed. Approved.
4. **REVIEW OF MINUTES**
 - a. ADDITIONS – None.
 - b. APPROVAL OF MARCH 11th, 2024 MEETING MINUTES – 1st Kim, 2nd Amy, none opposed. Approved.
5. **REPORTS**
 - a. CHAIRPERSON – Not much of an update as this has been a very quiet month post gala event.
 - b. PRINCIPAL –
 - i. EVENT HIGHLIGHTS – “Bake Share Care” was today and was a highlight for students who showed excitement. Very grateful for all the coordination and organization that occurred to make this fundraiser happen. Huge thank you for our first gala event which was a success for a first time but as a community event it was really well received. The support from the community and local businesses were so great. “Staff vs Students” will be starting next week and will run each Friday for the next few weeks. Bouncing Club for grade 4’s will be under way next week and will run 3-4 days a week for 4 weeks. A full school theatre presentation from Quest Theatre will be held on May 2nd. Track field day will be held at the end of May. Developmental checkups will be arranged in the next month or so.
 - ii. PLAYGROUND – Excited to hear about the grant application results and grateful for the hard work that was put in to get this grant application completed.
 - iii. PRESENTATIONS – Chris Matatall was contacted to see if he would return and accepts but would prefer it to be another evening session into the fall. His research when it comes to brain development and ADHD and topics similar to this are ones that he is most comfortable with. Impact Parenting is also another option and available for \$500 for nightly presentation that run for a couple of hours.
 - iv. BUSSING – Conversations have been had with central office specifically talking about new routes for the next school year. Transfer location is being discussed at the moment and it may continue to be at Kate Andrews but this has not been finalized. BGC have also been a part of the conversation with bussing and that Palliser will not be providing bussing for them.

v. PALLISER SCHOOL DIVISION CALENDAR – Follow up conversations have been had regarding the calendar and the PD day expectation at this point is that they are to be held on Fridays. It is within the administrative position that it may be revisited or further explored by central office next year. Coaldale calendar will be looked at as a whole so as of right now it has not been finalized but compared to Coaldale Prairie Winds calendar, we do have a higher number of Fridays booked for PD days.

vi. TRANSITION – RI Baker staff has visited JEES on a couple of occasions and will continue to visit in the next couple months. Dates are being coordinated to give families an opportunity to visit as well as a future open house event to help ease the transition. Small group visit arrangements are also being looked at and to possibly get some of the grade 5 students to come to JEES and socialize with the future students heading to RI Baker.

vii. OPEN HOUSE – Discussion on possibly hosting an open house at JEES knowing that the other schools are also holding their own. Incoming families and kindergarten families would be welcome but it really would be an event open to anyone with questions or just wants a walk through at the school.

c. TRUSTEE – See attached.

6. **NEW BUSINESS** – None.

7. **NEXT MEETING** – Thursday – May 16th, 2024 at 7pm

8. **ADJOURNMENT** – 7:59 PM

TRUSTEE REPORT:

JEES Parent Council Meeting

April 17th, 2024

Board Highlights from March and April meeting

On March 06, the Board had the opportunity to have a **virtual meeting** with **Minister Joseph Schow (MLA for our area)** to discuss our concerns for our school division. Topics discussed were the **govt. short-fall in funding** for Mental Health, Technology, Transportation and long term funding needed to carry on the Dual Credit program.

Bailey Clarkin, a first year teacher at Huntsville teaching kindergarten, is Palliser's nominee for the 2024 Edwin Parr Award to be recognized at a banquet in Taber on May 15. This award, named in honour of Edwin Parr, former president of the Alberta School Boards Association, was established over 60 years ago to recognize outstanding first year teachers. There are 10 nominees from each of the 10 school boards in the southern area.

The **Human Resources** team provides support for over 1600 individuals and also contributes to recruiting and retaining qualified personnel. In the fall of 2023, the **HR Staff Portal** was launched, which centralizes essential information, documents and resources for staff wellness. Also offered, is the "New Teachers" orientation group and the "Aspiring Leaders" program for teachers looking to transition to administrative roles.

Palliser's Capital Improvement Plan is still the modernization of Coalhurst High School and a grade reconfiguration with Coalhurst Elementary. Next priority is the modernization of County Central High School in Vulcan and the replacement of the Sunnyside School building.

Palliser is pleased with the interest in volunteering to drive buses to help our students travel on field trips or other events outside of school. If interested in completing the required training, and possess a Class 1 or 2 license, contact school administration or Palliser's transportation dept.

Dr. Adam Browning, responsible for **literacy** in the Division, reported remarkable growth in students meeting grade-level standards over the past four years. The growth is due to dedicated teachers and improvement of teaching skills presented in professional development sessions. A new reading assessment tool has been created to better evaluate reading skills and support strategies for students.

There have been significant advancements in **numeracy** with the formation of a numeracy committee comprised of teachers. The team is exploring strategies to engage students to better understand numerical concepts and their application in real-life scenarios. There has been two full days of Professional Development on numeracy programming.

Recognizing the increasing stress and anxiety among both students and staff, the Division is introducing longer breaks during the school day. Research shows the importance of breaks for active play, social skills development and better academic performance. To support workplace wellness, staff will benefit from the scheduled breaks to encourage time for connections with other colleagues.

Senior Administration has asked principals to incorporate a **15-minute break in the morning and afternoon with a 45-minute lunch break by the 2025-26 school year.**

The **Interim Financial Statement** was presented. The **projected deficit** for the **2023-24 school year is \$1,547,207**. More information can be found on the Palliser website.

Report submitted by Trustee S. Rutledge

Next Board Meeting is Tuesday, May 14th, 2024.

Jennie Emery Elementary
Friends of Jennie Emery Elementary Society Meeting
Wednesday – April 17th, 2024

1. CALL MEETING TO ORDER – 8:02 PM

IN ATTENDANCE – Danie Lawrence (Chairperson), Kim Hazuda (Co-chairperson), Toni Klassen (Treasurer), Joisa Tillack (Secretary), Chris Spanos (Principal), Amy Kerr (Vice Principal), Nicole Kaminski (Teacher), Shanda Westerhoud, Nora Chomistek, Kim Booker

2. REVIEW OF AGENDA

- a. ADDITIONS – Cookies at 9c. Fundraising Idea at 9d.
- b. APPROVAL OF AGENDA – 1st Kim, 2nd Toni, none opposed. Approved.

3. REVIEW OF MINUTES

- a. ADDITIONS – None.
- b. APPROVAL OF MARCH 11th, 2024 MEETING MINUTES – 1st Danie, 2nd Toni, none opposed. Approved.

4. FINANCIAL

- a. TREASURER’S REPORT – End of March balance is \$134,266.56 with \$98,682.80 spoken for and \$35,583.76 of unallocated funds. Gala funds mostly but will be discussed later during the meeting, hot lunch and field trips came into the account in March. Most field trip requests have come in.
- b. ASCA ENGAGEMENT FUNDS IDEAS – Engagement Funds of \$1,000 is sitting in our account which can be held for only two school years. Accepting ideas that could be arranged for parents to be able to use \$500 for this school year.

Ideas given during the discussion included Purple Carrot (\$300 for 1 hour) for healthy lunch tips and Impact Parenting (\$500 for 2 hours) for a specific topic outside of ADHD.

ACTION: Chris to follow up with Danie to arrange possible dates.

5. FUNDRAISING

a. FUNDRAISING REPORT

i. BAKE SHARE CARE RESULTS – \$975.12 is the final number counted with pending e-transfer. We had plenty of inventory and parents seemed more excited to make cupcakes versus cookies. We will aim to have more cookies for the next one as some children were disappointed they were unable to purchase any as we ran out too quickly.

- b. RECAP GALA FINAL NUMBERS – Positive feedback was given post gala and was received very well by the community. Approximately \$12,407.06 was the amount fundraised from this event which was such a success for the first time. “How To Plan A Gala” document has been included in the Friends of Jennie Emery Google Doc for future board members.

6. HOT LUNCH REPORT – A big thank you to Shanda for all the work she has continued to put in to hot lunch. List of restaurants for next year’s hot lunch is still yet to be determined. If anyone does ask

regarding pricing to ensure them that we do not choose the prices, the restaurant does.

7. **PLAYGROUND REPORT** – Nora Chomistek provides the original idea and criteria for the addition to our playground which was decided a few years ago which was to have a more accessible, inclusive, wheelchair friendly, good for seniors after hours, good for moms with strollers and good to leave kids in their wheelchairs. A few companies were looked into and one was selected based on a few factors. The quote we received is one year old and the new quote provided was \$158,047.26.

After the approved grant, we will have \$162,496.44 which gives us an opportunity to get ideas on what to do with remaining amount. Ideas provided were adding a bench and fixing the mud section between the playground and the gazebo. If we order by end of April, the parts will be ready in 6-7 weeks which allows us to be able to get this completed during the summer months. Confirmation on amount having to pass through Palliser to claim as capital asset needs to be verified.

ACTION: Nora to contact somebody local to see if they would be able to do some of the work in the quote and to provide 50% deposit to PlayQuest. Chris to follow up on the money having to pass through Palliser and to cc Danie.

8. **UPCOMING ACTIVITIES**

- a. **TEACHER APPRECIATION WEEK (MAY 6th – 10th)** – Volunteers include Kim, Shanda, Danie, and Joisa.

ACTION: Volunteers to gather and discuss ideas on how this week will go.

- b. **FUN DAY (JUNE 10th)** – Kindergarten will have M/W and T/TH students and will need support. Parent volunteers for each class will be required. But this will be left to Kindergarten teacher's decision on whether or not they would like all classes to attend. Volunteers include Danie, Toni and Joisa.

ACTION: Toni to set up SignUp Genius for parents and to contact high school student / international student volunteers to help out. Volunteers to gather and discuss ideas on how this day will go. Chris to follow up with kindergarten teachers to confirm what their decision is on classes the day of the event.

- c. **BBQ / PICNIC CONFIRMATION** – Discussion on whether or not this will happen in general or even on the same day as Fun Day. Possibility of doing it during open house and in the fall. There will need to be a discussion on safety if we move forward with this event.

9. **NEW BUSINESS**

- a. **INDIGENOUS ACTIVITY REQUEST** – Nicole Kaminski has contacted the person that was recommended but has not been able to get ahold of them so will table for the next school year.
- b. **FOJEES LOCKER STORAGE** – Lockers (2) need to be cleaned out and organized. One is the locker community storage by Mrs. C's classroom and the other is in the staff room. Volunteers include Danie, Toni and Shanda and will be scheduled during the day.
- c. **BINGO (JUNE 4TH, 26TH, JULY 14TH)** – 5 volunteers are needed. They run approximately from 4:30-10:00pm. Danie has listed a few names for June 4th and July 14th and will confirm that we will be unable to help on the June 26th.

- d. COOKIES – Love & Sprinkles is interested in joining with us for a fundraiser for her business. Possibly for Mother’s Day or Father’s Day.

ACTION: Shanda to contact her and get a quote.

- e. FUNDRAISING IDEA – Nicole Kaminski suggested the idea of selling customizable cups with Jennie Emery logo. For each cup sold, we could get \$5 per sale.

ACTION: Nicole to send Danie information once the company responds.

10. **NEXT MEETING** – Thursday – May 16th, 2024 at 7pm

11. **ADJOURNMENT** – 9:30 PM