

Jennie Emery Elementary
School Council Meeting
Thursday, April 18th, 2019

1. **Meeting Called to Order:** Suzanna Neufeld @ 7:02 p.m.
PRESENT: Suzi Neufeld (Chairperson), Brianne Ress (Co-treasurer), Rianna French (Co-treasurer), Sharon Rutledge (Trustee), Randy Broadhead (Principal), Kristi Schooten (Vice-Principal), Debbie Laturus (Trustee), Patti Uytewilligen (Kindergarten Rep), Amy Kerr (Vice-Principal), Jade Barron (Teacher), Carley Campbell (Secretary), Amy Morice (Vice-chair)
2. **Welcome and Introductions.**
3. **Review of Agenda** – Additions to Agenda – None. Approved. Amy 1st. Rianna 2nd. None opposed. Carried.
4. **Review of March 21st, 2019 Minutes** – Approved. Brianne 1st. Amy 2nd. None opposed. Carried.
5. **Trustees Report** – See Document #1
6. **School Admin. Report** – Randy – Most important project to take place before summer is the parking issue in front of JEES. There was discussion regarding moving the busses to the front of the school, but this will hopefully be a drop off lane instead as the busses are working great in the parking lot right now. The biggest part of the issue we see at this time is the Kindergarten and ELP parents have to park and sign their students in. The drop off lane will hopefully keep the parking stalls open for these parents. A note was sent home with the ELP parents offering them an option to drop their children off at a little later time (8:45 instead of 8:30).

- A request for a government grant has been submitted as an outdoor wellness space which will include picnic tables by the flag poles in the front. This will be a place for the Breakfast Program participants to use as well as for outdoor class time use. Randy is hopeful when the bus lane is being constructed, they will also look at the drainage issues on the playground. Thank you to the trustees for their assistance with the mud issues. Fences were put up very quickly after the problem was passed along.

Kristi - School Calendar has been submitted. A few changes have been made. The PD Day in October has been changed to another day, as well as a few additional Kindergarten Fridays have been added. The updated calendar will be shared when it has been approved.

7. **Chairperson's Report** – Taco night was a great success. 300 participants were signed up, and it was a great turn out! Lots of positive feedback from the community. One suggestion would be for more places to eat. – Possibly have to ask RIBMS to borrow some tables as we had used all JEES tables. Thank you to the breakfast program and to Amy for her hard work to organize this event!!
8. **New Business** – None
9. **Next Meeting** – Thursday, May 23rd, 2019 @ 7:00 p.m.
10. **Adjournment** - @ 7:20 p.m.

Jennie Emery Elementary
Friends of Jennie Emery Society Meeting
Thursday, April 18th, 2019

1. **Meeting Called to Order:** Suzanna Neufeld @ 7:21 p.m.
PRESENT: Suzi Neufeld (Chairperson), Brianne Ress (Co-treasurer), Rianna French (Co-treasurer), Randy Broadhead (Principal), Kristi Schooten (Vice-Principal), Patti Uytewilligen (Kindergarten Rep), Amy Kerr (Vice-Principal), Jade Barron (Teacher), Carley Campbell (Secretary), Amy Morice (Vice-chair)
2. **Review of Agenda** – Additions to Agenda – None. Approved. Amy 1st. Bianne 2nd. None opposed. Carried.
3. **Review of March 21st, 2019 Minutes** – Approved. Carley 1st. Amy 2nd. None opposed. Carried.
4. **Treasurers Report** – Current bank account balance: \$49,740.30. Monies to deposit: \$847.85. Outstanding cheques to be cashed: \$2,058.55.
5. **Teacher Appreciation Luncheon** – May 10th. There is a \$1200 budget. It will be a Mexican Fiesta theme. Admin to set up an RSVP request for the event to give a rough number of participants. Suzi will order food and coordinate.
6. **Leadership/Fun Day** – Will be held on May 30th. The committee which consists of JEES staff and Friends of JEES members, has met. Things are moving forward, but another meeting will be held to make the final preparations. Permission forms will be sent home soon as they are required for the bouncy castles.
7. **Annual Fundraiser** – Envelopes and forms have been sent home. Forms are due back on Friday, May 3rd.
8. **New Business** – none.
9. **Next Meeting** – @ 7:00 p.m. Thursday, May 23rd.
10. **Adjournment** – @ 7:32 p.m.

Document #1

JEES TRUSTEE REPORT

SCHOOL COUNCIL MEETING APRIL 18, 2019

1. Human Resource Services Report

The Board was introduced to the Human Resources Team comprised of 6 staff. Their tasks include serving new employees, offering & updating employment contracts, managing staff leaves, assignment changes, resignations and retirements. They managed about 535 FTE teachers, 159 FTE non-certified staff and over 300,000 support staff hours to schools for the 2018-2019 school year.

2. Update on Financial Budget

Secretary Treasurer, Dexter Durfey reported a final budget can not be completed until the new Provincial Govt. brings down its' budget. Possibility of a large deficit at the present time.

3. Bus Tender

Tender to buy 3 new buses to add to the fleet, plus a **coach bus** to transport International students, equipped with separate seating, seat belts and luggage compartments. The coach bus will be **paid out of International Program funding**. The coach bus will be available to be rented out to college, and other organizations for the transportation of students for band trips, field trips, etc.

4. School Grounds Maintenance Program

Palliser will take over the maintenance of the school grounds of grass cutting, fertilizing and watering. Students will be hired this summer to help out.

5. Board and Superintendent Evaluation

An Ad Hoc Committee was set-up comprised of 3 trustees to establish an evaluation process.

6. Board-Administrators Planning Session Follow-Up

The Board and the school administrators held a planning session in Calgary on March 14-16, 2019. There were some very good discussions about the goals for Palliser for the next several years. Top priorities recognized: **LITERACY, NUMERACY & WELLNESS FOR STUDENTS AND STAFF**

7. Board Input into Division Calendars

Discussion to review Policy 18 – School Year Calendar to ensure consistency in the division.

8. Policy Review

The Board policies will be reviewed on a monthly basis to ensure updated accuracy and items relevant to the present organization.

9. School Travel Report by Students

Middle and high school students from 10 Palliser Schools, will be travelling **April and May** to : Vancouver, Germany, Eastern Europe, Greece, West Coast Trail, Montreal, Quebec, and Ottawa.

Next Board Meeting scheduled for May 21, 2019