

**Jennie Emery Elementary
School Council Meeting
Wednesday, October 12, 2022**

1. **CALL MEETING TO ORDER** – 7:01 PM

2. **WELCOME AND INTRODUCTIONS** – Nora Chomistek (Chairperson), Toni Klassen (Treasurer), Joisa Tillack (Secretary), Cheryl Kutanzi (Co-Chairperson), Sharon Rutledge (Trustee), Debbie Laturus (Trustee), Curtis Uyesugi (Principal), Amy Kerr (Vice Principal), Nikki Goertz (Fundraising Coordinator), Jade Barron (Teacher), Danie Lawrence, Holly McNair, Melissa Harker, Emily Dubnyk

3. **REVIEW OF AGENDA**
 - a. ADDITIONS – None
 - b. APPROVAL OF AGENDA – 1st Toni, 2nd Danie, none opposed. Approved.

4. **REVIEW OF MINUTES**
 - a. APPROVAL OF SEPT 21, 2022 MEETING MINUTES – 1st Holly, 2nd Nora, none opposed. Approved.

5. **REPORTS**
 - a. TRUSTEE – See attached.
 - b. PRINCIPAL – No report but discussion about the new high school and how this may affect JEES and families.
 - c. CHAIRPERSON – No report.

6. **NEW BUSINESS** – None

7. **NEXT MEETING** – Wednesday – November 16, 2022.

8. **ADJOURNMENT** – 7:23 PM

TRUSTEE REPORT:

JEES Parent Council Meeting

October 12, 2022

1) Council of School Councils

Palliser is introducing a council of School Councils inviting Chairs and representatives from school councils across the division (Vulcan, Calgary, South) to meet with Senior Admin and Board Trustees for discussion, training and development. This opportunity will help school councils understand their role, effective leadership and encourage parent involvement in the school community. The meetings will take place throughout the 2022-23 school year with invitees attending in person at a convenient central location in their area and will join virtually to hear presentations on special topics of importance from Alberta School Councils' Association. The first meeting will be held in November with further details to be confirmed soon.

2) Occupational Health and Safety

The Palliser Occupational Health and Safety Coordinator provided a presentation of workplace health and safety with highlighted training modules for new staff as well as Yearly Refresher courses for all employees. One of the areas highlighted was the unit on workplace bullying and harassment and the processes the division uses to deal with these incidents.

3) The New Coaldale High School Site

The new joint High School and Rec Centre in Coaldale is taking shape. Great progress has been done on cast-in-place piles, grade beam foundations, structural steel superstructure and mass timber features. The structural steel on the rec centre has been erected and the exterior block walls will soon be completed. The project is on target and the Board of Trustees is pleased to be meeting with the Coaldale Town Council on October 25 for a site tour.

Next Board Meeting is scheduled for Nov. 29, 2022

Report submitted by Trustee S. Rutledge

Jennie Emery Elementary
Friends of Jennie Emery Elementary Society Meeting
Wednesday, October 12, 2022

1. **CALL MEETING TO ORDER** – 7:24 PM
2. **WELCOME AND INTRODUCTIONS** – Nora Chomistek (Chairperson), Toni Klassen (Treasurer), Joisa Tillack (Secretary), Cheryl Kutanzi (Co-Chairperson), Curtis Uyesugi (Principal), Nikki Goertz (Fundraising Coordinator), Jade Barron (Teacher), Danie Lawrence, Holly McNair, Melissa Harker, Emily Dubnyk
3. **REVIEW OF AGENDA**
 - a. ADDITIONS – None
 - b. APPROVAL OF AGENDA – 1st Danie, 2nd Curtis, none opposed. Approved.
4. **REVIEW OF MINUTES**
 - a. APPROVAL OF SEPT 21, 2022 MEETING MINUTES – Approval with changes by Toni. 1st Curtis, 2nd Nora, none opposed. Approved.
5. **TREASURER’S REPORT** – End of Sept balance = \$45,767.59 with \$1,457.95 outstanding still from last school year.
6. **EVENTS FOR THE YEAR**
 - a. POPCORN – Box of 1000 individual popcorn bags and 3 boxes of 48 pack of 8 oz. popcorn purchased. Total cost: \$322.46 plus \$44.64 for shipping.
 - b. JEES CLOTHING – Public Image Co. was contacted regarding toques and water bottles but pending details. Online store will be up on November 1st, 2022.
 - c. HOT LUNCH – Danie Lawrence and Julie Overweg did a great job setting up the Hot Lunches for the school year which is now available for orders on School Cash. The variety in menu for each restaurant was looked into, including gluten free options.
 - d. CHRISTMAS CONCERT – Date to be announced. This year, we plan to: sell popcorn, auction front row seats and a possibility of running a 50/50 raffle only if we can get Kinsmen/Kinnettes on board.

ACTION: Curtis will talk with Sue regarding Kinsmen Club/Kinnettes.
 - e. NEW ITEMS – It was suggested to bring back the in person Scholastic Book Fair.

ACTION: Curtis working on it with Sue.
7. **FUNDRAISING FOR THE YEAR**
 - a. DFS – Has not been set up. This fundraiser will go towards school matters.

ACTION: Nora to take over DFS fundraising details.
 - b. OPT-OUT LETTER – No changes as majority agreed it is good to send out to families. Discussion on tax receipts.

ACTION: Toni to confirm tax receipt. Nora to send out the opt-out letter.

c. **FUNDSCRIPT** – No update. This fundraiser will go towards the playground.

ACTION: Toni to set up Fundscript.

d. **COALDALE FOOD MARKET** – No update. This fundraiser will go towards the playground.

ACTION: Toni to set up Coaldale Food Market Gift Cards.

8. **ASCE SCHOOL COUNCIL GRANT (\$500)**

a. **SCHOOL COUNCIL PURPOSE WORKSHOP (\$200)** – Tomorrow, October 13th, 2022 at 7pm

9. **INCLUSIVE PLAYGROUND UPDATE** – Update regarding the playground will be coming to the school soon. Funding was applied for from the Kinsmen Club of Coaldale and pending as of right now.

ACTION: Nora to give an update once an answer is provided.

10. **LUNCH PROGRAM** – Inspection of kitchen went well. Advertisement for cook position has been posted. Feedback regarding the advertisement for the cook position was discussed.

ACTION: Curtis to follow up on the advertisement to review.

11. **NEW BUSINESS** – None

12. **NEXT MEETING** – Wednesday – November 16, 2022

13. **ADJOURNMENT** – 7:59 PM