

**Jennie Emery Elementary  
School Council Meeting  
Wednesday, September 21, 2022**

1. **CALL MEETING TO ORDER** – 7:02 PM
  
2. **WELCOME AND INTRODUCTIONS** – Nora Chomistek (Chairperson), Toni Klassen (Treasurer), Joisa Tillack (Secretary), Cheryl Kutanzi (Co-Chairperson), Sharon Rutledge (Trustee), Debbie Laturnus (Trustee), Curtis Uyesugi (Principal), Megan Leusink (Vice Principal), Nikki Goertz (Fundraising Coordinator), Nicole Kaminski (Teacher), Danie Lawrence, Holly McNair, Julie Overweg, Glenda Martens, Kaley Oberkirsch, Emily Dubnyk
  
3. **REVIEW OF AGENDA**
  - a. ADDITIONS – None
  - b. APPROVAL OF AGENDA – 1<sup>st</sup> Glenda, 2<sup>nd</sup> Toni, none opposed. Approved.
  
4. **REVIEW OF MINUTES**
  - a. APPROVAL OF JUNE 7, 2022 MEETING MINUTES – 1<sup>st</sup> Nora, 2<sup>d</sup> Holly, none opposed. Approved.
  
5. **REPORTS**
  - a. TRUSTEE – See attached.
  - b. PRINCIPAL – Highlights from this year is getting back to normal, whatever normal is. Assemblies and activities are being planned. What’s different this year is the new curriculum and some things are in place that will allow teachers an opportunity to sit down, work and collaborate on what they want to do in regards to the new curriculum. Common assessments will also be done this year.
  - c. CHAIRPERSON – No report.
  
6. **NEW BUSINESS**
  - a. MEET THE TEACHER NIGHT – Instead of Meet the Teacher Night, parents received a phone call from their children’s teachers prior to the start of school and were invited for Muffin Morning and to quickly visit their children’s classrooms on the first day of school. The feedback from this was overwhelmingly positive from both teachers and parents, however this may not work for parents who can’t be there for the first day of school or who have multiple children attending the school.
  - b. INDOOR AND OUTDOOR SHOES – It was asked by the Council that the School clarify communication regarding the number of pairs of shoes required to be at school. Different classes appear to have different requirements.

**ACTION:** Curtis to clarify shoe requirements for teachers.
  
7. **NEXT MEETING** – Wednesday - October 12, 2022. Discussed that offering virtual and in-person will be continued.
  
8. **ADJOURNMENT** – 7:27 PM

**TRUSTEE REPORT:**  
JEES Parent Council Meeting  
Sept. 21, 2022

**Welcome to a new school year!**

The Palliser Board and Administration had the opportunity to meet and share our concerns with the **Minister of Education Adriana LaGrange on Sept 1, in Taber**. In the short 45 minute meeting, Finances and Mental Health Supports in rural schools were discussed.

The Board of Trustees held their **Organizational Meeting** on August 23, 2022. Trustee Lorelei Bexte will remain as Chair, Trustee Tony Montina Vice-Chair and Trustee Debbie Laturnus will assume the role of Alternate Vice-Chair. Trustees were also assigned to various committees for the upcoming school year.

Two new **Area Directors** began their roles with the division in August. Jackie Kark will serve the Lethbridge region and Mike Thiesen was appointed for the Calgary Region. They look forward to building connections with staff and school communities while supporting the unique needs of students.

Three **Value Scoping Meetings** were held in June for the modernization of **Coalhurst Schools**. The process identified options for delivering K-12 education within the Town of Coalhurst. The participants included a facilitator, architects, and cost consultants. Stakeholders were invited from Coalhurst Town Council, County of Lethbridge, Alberta Education, Alberta Infrastructure and Palliser Schools. The report has been submitted to Alberta Education.

The Board approved a 1.75 % **salary increase** as of Sept 01, 2022, to employees not covered by a collective agreement. When a settlement occurs with one pay group, consideration of a salary increase is given to all other employees in the division.

At our Board Meeting on Sept. 20, we were given the opportunity to meet **Palliser's new communication officer, Wesley Lebeau**.

Dr. Browning presented a report on the **National Day for Truth and Reconciliation** coming up on **Sept 30**. Schools should have activities planned to recognize the histories and legacies of residential schools and to honour the survivors, their families and communities.

Next Board Meeting is October 11, 2022

Report submitted by Trustee S. Rutledge

**Jennie Emery Elementary**  
**Friends of Jennie Emery Elementary Society Meeting**  
**Wednesday, September 21, 2022**

1. **CALL MEETING TO ORDER** – 7:28 PM
2. **WELCOME AND INTRODUCTIONS** – Nora Chomistek (Chairperson), Toni Klassen (Treasurer), Joisa Tillack (Secretary), Cheryl Kutanzi (Co-Chairperson), Curtis Uyesugi (Principal), Megan Leusink (Vice Principal), Nicole Kaminski (Teacher), Danie Lawrence, Nikki Goertz, Holly McNair, Julie Overweg, Glenda Martens, Kaley Oberkirsch, Emily Dubnyk
3. **REVIEW OF AGENDA**
  - a. ADDITIONS – Nicole Kaminski to add discussion of Scientist in School. Nora approved for 7a.
  - b. APPROVAL OF AGENDA – 1<sup>st</sup> Toni, 2<sup>nd</sup> Curtis, none opposed. Approved.
4. **REVIEW OF MINUTES**
  - a. APPROVAL OF JUNE 7, 2022 MEETING MINUTES – 1<sup>st</sup> Curtis, 2<sup>nd</sup> Holly, none opposed. Approved.
5. **TREASURER’S REPORT** – Under budget overall for everything that we wanted to do last year. There were some issues with field trips and miscommunication but they were resolved. This year and going forward, payment will not be processed unless there is an invoice in order to avoid any price changes. There are also different field trip forms floating around and we would like to use only the newest version this year.

The balance as of the end of August is \$46,114.34. Cheques written that are yet to be cashed totals \$1,804.70.

6. **BANK CO-SIGNERS** – In the past, we’ve had 3 co-signers because for the bank you need a minimum of 2 so the 3 is a nice buffer. Based on the updated by-laws, the Co-Chairperson and Secretary now have the ability to become co-signers. Motion for Cheryl Kutanzi and Joisa Tillack to become co-signers. 1<sup>st</sup> Nora, 2<sup>nd</sup> Toni, none opposed. Approved.

**ACTION:** Toni to initiate co-signer process for Cheryl and Joisa and remove Tanya.

7. **CLASSROOM BUDGETS** – In previous years, we usually did \$20 per student per field trip, \$25 for Grade 4’s because they do a bigger field trip, \$500 for Grade 4 Grad and last year an additional fund for Scientist in School was added which was \$220 per classroom.

**MOTION:** \$20 per child (K-Grade 3), \$25 per child (Grade 4). These monies cannot be used for food or beverage. 1<sup>st</sup> Nora, 2<sup>nd</sup> Curtis, none opposed. Approved.

**MOTION:** \$500 total (Grade 4 Year-end), \$500 total (ELP Year-end). These monies can be used for food and beverages. 1<sup>st</sup> Nora, 2<sup>nd</sup> Holly, none opposed. Approved.

- a. **MOTION:** Scientist in School and/or equivalent: \$235 value per class. Equivalent must be pre-approved by Curtis. 1<sup>st</sup> Nora, 2<sup>nd</sup> Glenda, none opposed. Approved.

**ACTION:** A letter will be sent to teachers by Toni and Nora, providing information about the funding as well as the current version of the field trip form to be used going forward.

## 8. EVENTS FOR THE YEAR

- a. FUN DAY REPORT – Toni reported that Fun Day was fun and went great! It happened indoors. Glitter tattoos were a hit with the students as well as some of the staff. Toni and some high school students helped out with the glitter tattoos. Budgeted for dunk tank, but no longer available due to insurance purposes.
- b. POPCORN – Popcorn machine was purchased last year.

**MOTION:** To buy more popcorn for this year, both for classroom usage (movie day or Fun Day) and extra for Christmas concert. Box of 1000 individual popcorn bags, 3 boxes of 48 pack of 8 oz. popcorn, \$317.21, rounded up to \$400 because the shipping from this company is often off. 1<sup>st</sup> Nora, 2<sup>nd</sup> Glenda, none opposed. Approved.

Discussion about popcorn machine cleaning and possibly having a parent volunteer to be assigned by teacher.

**ACTION:** Nora to order popcorn.

- c. JEES CLOTHING – Happy with current provider (Public Image Co). Parents would like to see availability of water bottles and toques this year. December 12<sup>th</sup>-16<sup>th</sup> is the goal for getting items delivered.

**ACTION:** Nora to contact Public Image Co.

- d. NEWSLETTER – Suggestions on how we can improve School Council presence on the JEES Newsletter. Meeting highlights were suggested. “There was 16 people at the last meeting, let’s make it to 25!” “Come for a smile cookie!” etc.

**ACTION:** Nora to increase School Council presence in JEES Newsletter.

- e. HOT LUNCH – In the past, hot lunches were done once a month. Last year we switched to online ordering through School Cash and although we had mixed reviews about this system last year, we will try it again this year. Danie Lawrence and Julie Overweg volunteered to be Hot Lunch Coordinators.

**ACTION:** Danie and Julie to pick out restaurants and get quotes.

**ACTION:** Nora and/or Megan to help Danie and Julie with contacts regarding School Cash and previous Hot Lunch Moms.

- f. NEW ITEMS – It was suggested to bring back the in person Scholastic Book Fair.

**ACTION:** Curtis will talk with Sue.

## 9. FUNDRAISING FOR THE YEAR

- a. DFS – As per previous years, we will run DFS this Fall. A suggestion was given for an opt-out fundraiser to possibly try out in addition to the DFS fundraiser.

**ACTION:** Nikki and Nora to write up an email and send to the group for feedback.

- b. **ADDITIONAL FUNDRAISING FOR PLAYGROUND** – Coaldale Food Market Gift Cards (5% kickback when you sell gift cards) and Fundscript for throughout year.

**ACTION:** Nikki to set up Fundscript and Coaldale Food Market Gift Cards.

- 10. **GYM PADDING** – Everyone in the meeting went to the gym to look at the gym padding which the overall reaction was that it looked great.

- 11. **ASCE SCHOOL COUNCIL GRANT (\$500)**

- a. **SCHOOL COUNCIL PURPOSE WORKSHOP (\$200)** – Approved for the workshop and will be announced on the newsletter.

- 12. **INCLUSIVE PLAYGROUND UPDATE** – A review of the Inclusive playground addition was given. Grant applied through Town of Coaldale was denied. They would like to meet with us at some point but have not gotten back to us. It was suggested that we raise awareness about our plans to add on to the playground. Holly McNair volunteered to put something together that we can post on social media, send home to parents and possibly show before the Christmas Concert. Right now, JEES Facebook Page has 290 Followers.

**ACTION:** Holly McNair to make presentation.

- 13. **LUNCH PROGRAM** – There was a delay in getting an ad put up because there have been changes to the nutrition and breakfast program. Somebody will be coming on Friday – September 23<sup>rd</sup>, 2022 to look at the kitchen also to make sure it is up to code. Goal for the Lunch program would be November assuming a Cook can be found.

- 14. **NEW BUSINESS** – None

- 15. **NEXT MEETING** – Wednesday - October 12, 2022

- 16. **ADJOURNMENT** – 8:44 PM