

## School Council Meeting Minutes

Ecole Joe Clark School Council Meeting

Date: September 12, 2024

Location: In Learning Commons & Virtual

Time: Meeting was called to order at 6:00 p.m.

### In Attendance:

Haley Bland, Shelley Nickless, Christina Poisal, Megan Andrews, Kayla Mitton, Sybrena Albright, Kaylee Erlandson, Ashlee H., Stephanie Burgess (teacher), Doris Pagan, Katrina B (online), (Jolene Becker and Corre Mahan – but were not on attendance sheet).

### Approval of December Meeting Minutes:

Motion to approve meeting minutes, Shelley firsts and Haley seconds the motion.

### Trustee Report – Phil Irwin:

See attached notes.

### Teacher Report – Stephanie Burgess:

- Gym – running and getting ready for Terry Fox
- Run Club – The town run for Terry Fox is on Sunday. 90 kids signed up for run club.
- Swimming has started. 4/5 are starting first. All classes will go throughout the year. Started already going until early November and then April onward.
- School Terry Fox run is next Friday – there will be an assembly first. Walkers will be on Emerson Lake and runners (including run club) will be on Sunshine Lake.
- Online consent forms are coming soon.
- Pull up bars are going up soon.
- Katherine Rickert had an update to share through Ms. Burgess. The choir is meeting tomorrow and forms are coming home. It is for Grades 1 to 5 and they meet on Tuesdays and lunch. Drama will be on Thursdays at lunch. This will be starting after run club.
- December 11 and 12 will be the Christmas concert at the church. It will be split between K to 2 (on the 11<sup>th</sup>) and 3 to 5 (on the 12<sup>th</sup>). There will be a matinee and night showing. Singing will be done by each classroom.
- Discussed forms for request for items to be paid for by PC – are we taking them? Yes, they go to Jolene first and then she brings them to us at the meetings.
- Cheer is to be determined. They will be deciding after run club.
- Grade 5 will have triple ball, badminton, and basketball.

### Admin Report – Jolene Becker and Corre Mahan:

### *New School Council Norms*

#### **Commitment to Student Well-Being:**

- *Prioritize the best interests of all students within the school community.*
- *Advocate for decisions that benefit the entire student body.*

#### **Roles and Responsibilities:**

- *Operate within the defined roles and responsibilities for school council members.*
- *Familiarize yourself with the school council bylaws, school board policies, and the guidelines provided by the Alberta School Councils Association.*

#### **Respectful Communication:**

- *Engage in respectful and constructive dialogue during council meetings.*
- *Listen actively to diverse perspectives and collaborate effectively.*
- *Limit side conversations to be respectful of those who are speaking.*
- *Be a positive champion for the school both inside and outside of school and on social media.*

#### **Confidentiality and Transparency:**

- *Maintain confidentiality regarding sensitive matters discussed during council meetings.*
- *Be transparent about decisions and actions taken by the council.*

#### **Conflict Resolution:**

- *Address conflicts professionally and seek resolution through open communication.*
- *Avoid personal attacks and focus on problem-solving.*

### *Staff*

- 14 teachers
- 14 EAs
- OT and Speech

### *Week Before School*

- The first week back for staff before school started, they were able to prepare well.
- Corre and Jolene did team building “goose chase”. It is an app/scavenger hunt. It sent out missions. The groups took pictures at places and completed training.

### *Transition Day*

- Great for staff to see every.
- Great turnout.
- It was steady all day.
- Teachers appreciated connection to students.
- Positive feedback from parents in attendance at the meeting.

### *Misc.*

- 311 students (JK to 5)
- Funding was approved so we were able to increase time for full-time teacher in 4/5, hire a 0.5 EA for kindergarten. Corre can help make space and support work.
- First assembly went well.

### *Upcoming*

- Terry Fox Run
- Shelley Moore Presentation on inclusive learning – put up on Facebook. It is an all-day event and purchase of tickets required.
- Meet the Teacher night – September 18<sup>th</sup>. School Council members will be there with snacks and flyers to hand out.

#### *Bronco Assembly*

- To build positive school culture.
- To build relationships between staff and students.
- Connection to families and communities.
- School-wide social emotional learning opportunity.
- Student and staff recognition.
- The first one was on the 1<sup>st</sup> Friday. The layout will be O'Canada, Land Acknowledgement, Community Members, and Student and Staff Recognition.

#### *Bronco Barn Fridays*

- First one is tomorrow.
- It will be about 13 times in the year (any non-kinder Friday).
- There will be cross-grade groupings.
- They will rotate through cross-fit, art, music/drama, art/literacy, and outdoor learning.
- While this is happening, the teachers will meet in their grade teams for one hour.
- This allows for Bronco Time goals, student engagement, cross-curricular, leadership opportunities, community connections, and Grade 5 CTF connections.

#### *School Safety*

- Had an incident earlier in the week.
- Thank you to FSD team for showing up!
- Confirmation that no one was punched or physically harmed.
- A hold and secure was put in place – all outside doors (including the front door) were locked.
- Operations carried on as usual.
- Only 4 children really knew what was happening.
- Teachers were made aware to help students to not be anxious.
- Someone came to the school and was upset and did not want to leave so hold and secure was put in place.
- May look into more security – camera and front door so Pam can ring people in?
- Other High River schools were notified.

#### **Bylaws and Council Positions**

##### *Bylaws:*

- Bylaws need to be updated. Things are in there that are no longer relevant.
- Jolene reached out to Spitzee, Red Deer Lake, and school council chairs to help.

- School Council program we took last year has information on School Council operating procedures.
- Jolene needs a few people to sit down with her to do this. Christina, Kaylee and Shelley can help with this. Rebecca can help too.

#### *Council Positions*

- We need a new board – Vice President and Fundraising both stepped down. Chair, Treasurer, Secretary plan to stay.

#### *Misc.*

- School Council Meeting focus is on the school.
- Fundraising is separated but connected.

#### *AGM*

- Occurring in October.
- Bylaw draft will come then.
- Will look at job descriptions.
- Voting for positions: Chair, VP Chair, Secretary, Social Media Coordinator, Treasurer.
- Explained roles a bit.

#### *Fundraising*

- We need a Fundraising Committee.

#### **Meetings**

- Keeping the 2<sup>nd</sup> Thursday (except for November 21) at 6:00 p.m. Motion by Haley, first by Doris, second by Kaylee, all in favour.
- Babysitting will continue. Motion by Shelley, second by Doris, all in favor.
- Katrina (online) won the cookbook draw.

**The meeting was adjourned at 7:23 p.m.**

## Parent Council Fundraising Meeting Minutes

Ecole Joe Clark School Council Meeting

Date: September 12, 2024

Location: In Learning Commons & Virtual

Time: Meeting was called to order at 7:32p.m.

### In Attendance:

Haley Bland, Shelley Nickless, Megan Andrews, Kayla Mitton, Sybrena Albright, Kaylee Erlandson, Ashlee H., Stephanie Burgess, Doris Pagan, Katrina B (online), (Jolene Becker and Corre Mahan – but were not on attendance sheet).

### Treasurer Report – Shelley Nickless

- Casino - \$0.00
- General - \$7,565.27

### Current Business:

#### *Laptops/Cart*

- We got the new laptops and carts that were approved in June. Lots of excitement.

#### *Casino:*

- October 13 and 14, 2024.
- Should make about \$50,000.00.
- We need volunteers. They have to be 18+ and no criminal record.
- Haley will make flyers for Meet the Teacher night to hand out.

#### *Sunset Drive In:*

- We need 3 more volunteers.
- We get a portion of the proceeds made.

#### *Basketball Hoop:*

- Denied by Cargill. We will table this for now and decide how to proceed.

#### *Cargill:*

- Cargill is willing to do things for lunches/silent auctions (donate meat). There is a form that Doris provided.

#### *Volunteers – Sign Up Online*

- Discussed how currently we can only have Jolene on to run the program online. Asked if Council is willing to pay to have it set up to have multiple people (Haley in particular). Shelley motion, Kaylee second, all in favor.

### *Breakfast Volunteers*

- We need more volunteers for this.
- Monday, Tuesday, Wednesday, and Thursday the program.
- Not putting up this on the Signup Online website as they need to go through Jolene first. It is a consistent weekly position.
- 8:20 to 9:00 a.m.
- Haley will add to Facebook that we are looking for volunteers and to contact Jolene to directly to discuss.

### *Last Fundraiser Meeting – Fall/Winter Fundraising Ideas (apples, bacon, flower etc.)*

- Winter Greenery – we are registered. Still need the dates of when it is happening.
- Apples and Citrus – getting registered. Citrus is February/March – YES! Apples – we may not have the time.
- Bacon – YES! Need to sort out dates to do this.
- Motion for Apples/Citrus, Winter Greenery, Bacon by Haley, second by Sybrena.

### **Teacher Wishlist**

- French Kindergarten (Sears) – printing practice booklets (French). Find out if a grant covers it. \$388.00 CAD. If not covered by grant Shelley firsts, Kaylee seconds.
- Visual Journals (approved in Spring but we have more teachers interested – Beaver, Hill, Irwin). We need 65 more at \$510.25. Shelly firsts, Megan seconds.
- Grade 3 (Cuff) – Clipboards \$67.95 and Sticky work clips \$16.88 for total of \$84.83. Haley firsts, Stephanie Burgess seconds.

### **Fundraising Committee**

- We need people.
- Kaylee and Sybrina would like to be fundraising. Will motion for this at AGM.

### **Meet the Teacher**

- Council to provide snacks.
- 3 cases of water here at the school.
- \$200.00 to spend at Costco (cookies, etc). Haley firsts, Kaylee seconds.
- These will be set up in the back and will set up a sign at front of school that they are back there.

**The meeting was adjourned at 8:23 p.m.**