



**Parent Council Meeting Agenda
May 3, 2017**

Meeting A: Update/Information

Item	Topic	Discussion	Time	Person
1.0	Call to Order:		1 min	Ashleigh M
2.0	Approval of Feb Minutes		1 min	
3.0	Review of Agenda		1 min	
4.0	Report Updates			
4.1	Principal/Vice Principal		30 min	Sherry R./ Joanne M.
4.2	Chair/Vice Chair	See attached report		Ashleigh M/Ange
4.3	Trustee	See attached report for more detail	10 min	Graeme D.
4.4	Secretary			Danielle P
5.0	Old Business	Boys and Girls etiquette presentations- see attached report	1 min	
		Student led interview- how did they go?	5 min	
6.0	New Business	Results of School council planning sessions	30 min	Ashleigh
		Healthy snacks option	2 min	Ashleigh
7.0	Meeting Adjourned:			Ashleigh M

Meeting B: Finance/Fundraising Committee Meeting

Item	Topic	Discussion	Time	Person
1.0	Call to Order:			Tammy B.
2.0	Finance Report Update		5 min	Krista N
3.0	Old Proposed Spending		5 min	
3.1	Teacher/ Staff Appreciation	See attached report- Highlights- Include all staff so change the name to Staff appreciation. Volunteers spread thin with hot lunch same day.		
3.2	Bus Driver Appreciation	See attached report- Highlights- Is the oven in the concession working?		
3.3	Movie night	See attached report		
4.0	New Proposed Spending		10 min	
4.1	Track and field	2 more shifts to be filled, 10-11, and 1:30-2:30		
4.2				
4.3				
4.4				
5.0	New Revenue		5 min	

5.1	Hot Lunches	May 26 French toast		
	Track and Field day	Note- change of date		
5.2				
6.0	Meeting Adjourned:			Tammy B.

Future Meeting Dates: June ??? School Staff Room

Chair/ Vice Chair Report

We both (Ashleigh and Angela) went to the Council of School Council meeting at the division head office on March 28th.

We discussed the Alberta School Councils Associations website and services offered. Talked about the upcoming conference and whether the division could help pay for the conference for a few or help pay the \$60 membership fee for all the schools.

They showed us the draft of the policy on cloud based storage in the schools. We discussed it and they will move forward with the draft.

Next meeting October 24, 2017

Ashleigh Murray

Trustee Report

Board Highlights

The Prairie Rose board of trustees voted to keep New Brigden School open as a grade 1-3 school starting in 2017-18 with a request coming forward to the Minister of Education to add grade 4 programming. Additional community consultation will also take place regarding the possibility of incorporating kindergarten programming into the school. The board defeated an initial motion put forward by Ward 1 trustee Lucille Hertz to keep New Brigden School as a grade 1-6 school.

2. The 10th annual Kaleidoscope of the Arts will take place at the Esplanade on June 1st and 2nd. A few changes have been made to the program including the addition of a fourth show designed for early elementary students and public speaking to the drama recital program.

3. The Prairie Rose board of trustees voted to fund the cost of sending two school council representatives each year to the Alberta School Councils Association conference in Edmonton. It was noted that some school councils have expressed interest in attending the conference but found the cost to be a deterrent. The approximate cost of travel, accommodations and conference fees is \$1,200/per person.

4. The board approved a field trip request from Margaret Wooding, Schuler and Jenner schools to participate in an aviation learning opportunity, in correlation with Super T Aviation, at the Medicine Hat airport.

Graeme Dennis

Prairie Rose School Division # 8

Trustee

Etiquette Classes

By Heather Hart

A few years ago the following presentations emerged after a few of us noticed that the Grade 9s were needing some guidance after watching them sit, stand and walk at their farewell. We decided to try some etiquette classes and see where it went from there.

Grade 9 Girls Presentation

We ask that all the girls come to class with a dress or skirt on and shoes about the height that they might wear at their farewell. We have a few models to teach them and it's quite funny! We go through various things like how to sit on stage with a skirt, pick something up off the ground without flashing everyone, walking, going up stairs, etc. We touch on hair and make-up, we show them hairdos, and we give them hints on a little of everything. We also go through a proper hand shake, how to greet people when you pass them, opening doors and using manners. Once we are done we ask the boys to join in and we teach them how to dance.

Grade 9 Boys Presentation

Some years we are able to snag my brother-in law Garth and my husband Rob to talk to the boys about becoming men. They give them two sides...rough neck, proper and how to be both. We teach them how to tie a tie, open doors, shake hands and all the good stuff parents try to help their boys with but it just comes better from someone else.

Grade 8 Presentations

Since the Grade 8s serve for the Grade 9 Farewell we thought it would be only right to send them into serve with some training. We teach them about place settings, passing, pouring and just how to act at formal environment.



Summary Report

Teacher Appreciation Mar 31, 2017.

Costs

Item	\$
Decorations	\$40
Food (salad and drinks)	\$70
Gifts (flowers and pins)	\$40
Total	~\$150

Income

Item	\$
N/A	
Total	_____

What went well with your event?

We had approximately 11 volunteers to help with supervision and to help serve lunch to the staff. Probably only 2 needed to stay with staff but otherwise at least that many people needed. Set up of 30 people in the staff room was possible with food serving area across from the photocopier. This helped free up space. Dessert and drink table also fit. Having slow cooker to keep things warm was helpful. Special dessert by Martens was well liked. Having flowers as a draw seemed to be well liked, a poem read to staff and personal thank you also seemed to be good. Notes from the kids sent out week before and assembled during parent council was nice. Staff loved the notes from the kids. Having all staff included and should call it going forward, STAFF appreciation. Cleared plates after staff done was nice touch. Chalk on the sidewalk in front of school was also appreciated.

What didn't work well?

Having it on the same day as parent council hot lunch did prove to have some difficulties associated. Volunteers been spread thin, a lot of variations to the meal, lack of pots and bowls. It was nice to have a hot meal ready to go though.

Summary of event:

Lunch for 30 staff done at same time as school hot lunch (2017 spaghetti, sauce, bread sticks, caesar salad - created by parent council as not part of school lunch)

Desserts were modified for staff from Amy Martens (2017 pie and ice cream)

Notes of appreciation were created on one 8.5x11 page and sent out in an envelope (so teachers wouldn't see) for each kid. Kids then returned their comments in the envelope and administration collected. Administration wanted to review each note before we handled. Notes were then cut up and sorted. Hole punched and put together for each staff room with a nice thank you pin. (if possible do this on a parent council night). Before lunch these were deposited into staff cubbies.

Set up of 6 tables in the staff room for seating.

One dessert and drink table

Staff "dished up" buffet style in the photocopier area down the hall from staff room

Angela Guest wrote inspirational notes on all the cups and also chalked out a welcome in front the school the night before so when staff entered in the morning they would read it.

Poem called "Because of You" was read before dessert (2017)

Draw was available for centre pieces (Flowers), staff could put their name in the draw if they wanted to participate. Purchased one large centre piece and 5 smaller ones.

Table cloths, colored paper plates, napkins, cups and dessert plates were purchased and some decorative items for the room.

Supervision is also done at same time as staff eating. 13 volunteers in total. A sign up sheet for each location to supervise was provided.

Ideas: create invitations a couple of weeks in advance and distribute in staff cubbies



Summary Report

Bus Driver Breakfast

April 7/17

Costs

Item	\$
I submitted my receipts to Parent Council Treasurer before I realized I could itemize here. (Values added by Ashleigh)	
Decorations	\$20.44
Food	\$25.66
Gifts	\$250.00
Total	_____

Income

Item	\$
N/A	
Total	_____

Brief summary of your event:

With the help of other volunteers we provided breakfast to the bus drivers to appreciate them. With the extra breakfast sandwiches the drivers were able to take an extra for lunch or their spouse which was an extra blessing.

Number of volunteers needed:

6 volunteers were sufficient. Ashleigh Murray (speaking), Jodie Fisher (fruit tray), Leslie Jackson (beverages), Shelley Stenhouse (centerpieces), Tara Knelsen (muffins) and myself (Michelle Isaak for breakfast sandwiches).

What went well with your event?

The common area space was GREAT! There was lots of space for the kids to visit their driver. The food provided by the volunteers was well received! Also Mrs Dunham set aside a key for me to access the concession kitchen which was very helpful. Mrs MacQuarrie was an excellent contact as this was my first time coordinating.

What didn't work well?

I'm not sure the oven in the concession kitchen is working efficiently. Either that or my oven just preheats way faster. When the eggs should have been done they were still raw. The preheat light never did go off indicating that it was not up to temperature yet. I had to use broil which worked and I would start with next time, now that I know.