



**School Council Meeting Minutes  
May 3, 2017**

**Meeting Attendees: Joanne MacQuarrie, Graeme Dennis, Sherry Rissling, Ashleigh Murray, Krista Notenbomer, Danielle Pluth, Tammy Burgeviz, Shelly Stenhouse, Katharina Bergen, Myrna Bushell**

Item	Topic	Discussion	Person
1.0	Call to Order: 6:35pm		Ashleigh M
2.0	Approval of Feb Minutes	Shelly approved minutes and Myrna second.	
3.0	Review of Agenda	Danielle approved agenda and Krista second.	
4.0	Report Updates		
4.1	Principal/Vice Principal	<p>Sherry shared information from report. Review attached Administrator's report.</p> <p>PE4CE – May 4<sup>th</sup> Photo Scavenger Hunt, May 16<sup>th</sup> Track and Field, June 26<sup>th</sup> – cancelled</p> <p>Track and Field will be May 16<sup>th</sup> or the 19<sup>th</sup> depending on weather.</p> <p>-Tammy noted concerns about letting older children not being able to run in as many running events as they would like. Aside from the time actor, Sherry notes they are wanting everyone to go into all events to have them try every area and not just what they excel at. She also mentioned that limiting the number of events that they can enter allows more students to earn ribbons.</p> <p>-Sherry noted that they are having difficulty getting help to run track events. She suggested that perhaps Junior High kids could be given credit to help out at the events if they prefer not to participate. Consistent help at specific events needed. Angie noted an accurate account of what is needed for volunteering would be helpful. Having shifts would also be helpful. Graeme suggested contacting college students to help as well.</p> <p>Gr 6 have qualified for a trip to Waterton for a few days over Track and Field. They will be run their own Track and Field events during PE classes.</p> <p>Fieldtrips requested amount will be \$3500 (for 7 classes).</p> <p>Student Led Conferences – only a few surveys received back. Mixed reviews. Increased time and follow-up of questionnaire completed would be helpful.</p> <p>Attendance letters have gone out and feedback being received. Plans for a more accurate attendance accounting to occur next year.</p> <p>Tri District letter sent home for Netflix series. Sent home in a sealed envelope to avoid children seeing the title of the show but other moms noted that they were opened on the bus. Teachers and parents to be more aware to help monitor students.</p> <p>Options (mainly for gr 9) will be available at MHC next year – choosing 2 from plumbing, electrical, welding and carpentry. Grsde 9s will still go to Senator Gershaw for 1 semester for options.</p> <p>Discussion on timetable. Sherry asked students' input and council input. Council noted longer lunch and lunch recess/breaks would be helpful. During gym class, parent council asked if structured games can always occur even if out on the playground. Sherry clarified the difference between Daily Physical Activity and PE time. Health and Phys Ed time combined is supposed to be 10% of a week (160 minutes total), With health taking about 60 minutes each week, we only need to provide 100 minutes of PE time. However, we schedule between 150-200 minutes of PE time per class, so some teachers choose to use some of their gym time as unstructured DPA time. Teacher contracts may impact</p>	Sherry R.

		<p>time tables By adding teacher time to lunch and recess, then have to add to teacher's assignable time. Ashley suggested we have extra days built in for snow days etc. perhaps having days off sooner in June would be helpful.</p> <p>Maker Space – Sherry will need help with running this</p> <p>Reviewed School Enrollment planning form regarding number of students vs. teacher allotment. Exploring options for split classes.</p> <p>Fieldtrip policy is that siblings can't attend. Teachers will share the number of chaperones that are required prior to the trip.</p> <p>Sherry to explore how website can be used for event dates rather than just in the newsletter monthly.</p>	
4.2	Chair/Vice Chair	<p>Ashleigh and Angie Went to the Councils of Councils meeting. She noted that PRRD will support 2 parents to go to the Alberta School Councils Association conference in Edmonton. Next Council of School Council meeting is October 24<sup>th</sup>/17.</p> <p>The draft policy on cloud based storage was shared. The cloud is based in Canada which is important for FOIP and ownership of same.</p>	Ashleigh
4.3	Trustee	<p>Graeme shared trustee report. See attached.</p> <p>3 year planning to occur in Elkwater this weekend.</p> <p>Angie noted she will call Super T Aviation to look into field trip for Sherry to share with teachers.</p>	Graeme D.
4.4	Secretary	Nothing to report	Danielle P
<b>5.0</b>	<b>Old Business</b>	<p>Tammy noted she was happy to see some new volunteers at the bus appreciation</p> <p>Ashleigh had Heather Heart complete an information write-up on the ins and outs of the Etiquette Classes. Angie notes she has been involved in the past 2 years.</p>	
<b>6.0</b>	<b>New Business</b>	<p>Nutritional Class - Healthy Snacks – Mrs. Evenson's class. A menu will be made each week. Money made will be used to pay for foods used or upgrading some of the cooking utensils.</p> <p>Ashleigh reviewed the parent planning sessions. AM session – 17 people attended and PM session – 3 people attended. With the attendance in the morning, some council sessions in the morning may be beneficial. Sherry noted this may vary representation. Also perhaps with sub creativity, this could include some teacher input. It was decided that morning Student Council meetings will be trialed in the fall alternating with evening sessions.</p> <p>Danielle would like to have a dance in the fall and will look into a DJ and cost etc.</p> <p>Ashely to look into a parent gathering on the morning of the mock K day to help K parents begin networking and learn about School Council.</p> <p>Bingo night prior to the end of the year was suggested. Shelly to look into same.</p> <p>Other new ideas: Afternoon family sports gathering 1x a month – Seven Persons field or Community Hall – floor hockey, baseball, soccer, skating etc.</p> <p>Monthly Coffee time for parents – sense of community is the goal, a vision and some structured recommended to avoid negative spirals.</p>	Ashleigh

		<p>Start of the Year bbq – suggested that a 10 minute program happen with megaphone/mic to introduce all the teachers/staff.</p> <p>Hot lunch – initial plan was that each grade take a hot lunch so they can come together to do the lunch. Plan is to find a hot lunch organizer for each grade.</p> <p>Improvement for distribution of handouts needed to get them home and back to School Council.</p> <p>Shelly noted she subbed at a school where half the school went out for recess and the other half ate lunch. Lunch happened in the gym with supervisors. Older kids helping younger kids. Concerns with gym time next year due to the number of classes we might have lunch time may be used for a gym class.</p>	
7.0	<b>Meeting Adjourned:</b>	8:25pm	Ashleigh M

**Meeting B: Finance/Fundraising Committee Meeting**

Item	Topic	Discussion	Person
1.0	<b>Call to Order: 8:26</b>		Ashleigh M
2.0	<b>Finance Report Update</b>	<p>Total as of May 5, 2017 - \$49 053.22</p> <p>Playground funds - \$38 135.57</p> <p>General \$11 367.65</p> <p>Casino Funds: \$21 451.17</p> <p>Paperwork filed for Liquor and Gaming commission for casinos.</p>	Krista N
3.0	<b>Old Proposed Spending</b>  <b>General Account</b>	<p>Citizenship and Delores Palmer to come out of general account</p> <p>Fieldtrips – Shelly made the motion to spend \$3500 on proposed fieldtrips as per admin report for May 3<sup>rd</sup> – 7 trips (\$500 ea). Angie second.</p> <p>Grade 9 grad - \$400</p>	Tammy B
4.0	<b>Casino Money</b>	<p>Sound Kreations – covered by casino funding through extra letter completed by Angie for support. \$4600.00</p> <p>Swimming and bussing for same to be paid (\$3600 and \$1000(bussing))</p> <p>Further fixing of the sound system required- motherboard now blown. Sherry noted a mounted projector would be beneficial as well. \$3000 has already been approved. Sherry will get another quote. Tammy notes Casino funds can only be used for removable portions.</p> <p>This leaves \$11 000.00 but \$2000 has to stay in. \$4600 needed for next year swim lessons.</p>	Tammy B
5.0	<b>New Money</b>	<p>-Track and Field</p> <p>-Movie Night</p> <p>-Grade 9 grad</p>	Tammy B

	<b>Playground Funding</b>	Joanne suggested the painting of lines for pickle ball. Shed to store netting required for same.  Costs for the sign and line drawing to still come out of funds.	
<b>6.0</b>	<b>New Spending</b>	Swimming was discussed –suggested assigning someone to look into swim lessons at all available sites next year.  Banner for Sage Watson – Eagle Butte contacted and no policy in place for same. A criteria needs to be established. Same to be put on future agenda.  Joanne noted she looked into some bussing quotes. Seems to depend on which bus is taken, challenging to get specific quote.  Sherry to send out sign to be approved and ribbon cutting for playground on track and field day.	
6.1	Hot Lunch	There will be hot lunch on May 26 <sup>th</sup> .	
6.2	Movie	-Movie Night - \$290.05 – gross of \$128.66 – well attended. More help would have been nice. Lots of help occurred for clean-up. Angie noted that if there is not enough people on the signup sheet, then perhaps events have to be cancelled.	Commented [DP1]:
<b>7.0</b>	<b>Meeting Adjourned:</b>	9:00pm	

Future Meeting Dates: Wednesday June 7<sup>th</sup>, 2017 3:00 pm

## Reports

### Chair/ Vice Chair Report

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

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.