

**Jessie Duncan Elementary School  
Parent Society  
Minutes**

Wednesday October 18, 2023

1.0 Call to order at 8:57 pm by Chairperson Brandi Filipchuk

**Members present:**

Brandi Filipchuk, Chairperson  
Natasha Caissie, Secretary  
Kory Sholdice, Principal  
Susan Dillabough, Vice-Principal  
Sherry Cooper, School Board Trustee  
Margo Gruenewald, Teacher Representative  
Jamie Seiyama, FCSS  
Laura Gillam, Director  
William Langlois, Director  
Myranda Radomske, Director  
Whitney Usselman, Director  
Brooke Frenette, Parent  
Ellen McKane, Parent

**Members Absent:**

Tyrone Muller, Councillor Town of Penhold  
Laurin Levick, Director  
Cassandra Mierau, Director

2.0 **Approval of Agenda (As Amended)**

Moved By: Ellen McKane  
Second: Whitney Usselman  
CARRIED

3.0 **Approval of Minutes** from September 20, 2023 meeting

Moved By: Myranda Radomske  
Second: Whitney Usselman  
CARRIED

4.0 **Approval of Treasurer's Report**, as attached

- Presented by Brandi, completed by Elizabeth Dahl (previous Treasurer) & Christie Gudiel
- a) \$4000 Swing set loan payment made September 22/ 2023 to CESD

- b) Auditing/ Annual governance committee review - see PAC bylaws 3.Auditing section a)

Moved By: Laura Gillam

Second: Ellen McKane

CARRIED

## 5.0 Reports/Updates

- a) Executive's Report
- i) Casino draw date November 3<sup>rd</sup>, 2023
- Brandi will let everyone know the date when it gets announced
- ii) Meat Draw Dates: November 17<sup>th</sup>, 2023 & January 12, 2024

## 6.0 Business arising from prior Minutes

- a) Outdoor Classroom Plaque Update
- Waiting for proofs
- b) Air cooler amount owing? Pay back in quarterly installments?
- School may have money to cover this
  - Tabled until next meeting
- c) Swing repair loan summary/ payment plan
- Explanation was given about why we have the swing repair loan
  - Presentation was given over what is still owed (\$4157.44) and when loan is due (October 2026)
- d) Fundraising ideas for the year- brief presentations, choose fundraisers, allocate funds
- Meeting running late, most presentations tabled until next meeting
  - Parkland Poinsettias-popular long standing fundraiser held
  - Brandi, Whitney and Laura will organize
  - **Motion to:**
    - **Hold fundraiser November 08-28 with the possible extension into December**
    - **Price the regular poinsettias at \$20 and Jumbos at \$50, wreaths at \$50**
- Moved by: Larua Gillam**  
**Second: Brandi Filipchuk**  
**CARRIED**

- e) Parents Matter Meeting Summary- Myranda Radomske, *Director*
  - Online meeting ran by Superintendent where they answer submitted questions by parents
  - Main topics-SOGI, website redesign, newsletter & Superintendent message
  - Send any questions to Myranda to be submitted for the then meeting in January
  - Myranda will send out meeting minutes
  
- f) Kinder/ New Student Shirts
  - As discussed School will cover the costs of shirts this year
  
- g) Elections for VP, Treasurer and Director positions
  - Vacancies needed to be filled are Vice President and Treasurer
  - Nominations were presented and were elected as follows:
    - **Vice Chairperson: Ellen McKane by acclimation**
    - **Treasurer: Brooke Frenette by acclimation**
  
  - **Motion to:**
    - **Remove Elizabeth Dahl and Courtney Nygren from signing authority and add Brandi Filipchuk and Brooke Frenette**

**Moved By: Natasha Caissie**  
**Second: Ellen McKane**  
**CARRIED**

#### 7.0 New Business

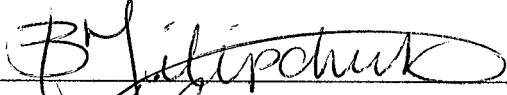
- a) Feedback on group picture/ introductions of the 2023/2024 PAC
  - Picture will happen next meeting (November)
  
- b) Shed and/or other recess activities request
  - Tabled until Spring
  
- c) PAC communication- designing flyers, means of communication
  
- d) Meat Draw Volunteers- 4 volunteers needed for each of the 2 dates we received
  - Dates are November 17 2023 and January 12 2024
  - Let Brandi know if you are available to help
  
- e) Addition of brainstorming/ 'q & a' to wrap up the meetings?
  
- f) **Gym equipment invoice**
  - School needs to look into this
  - Tabled to next meeting

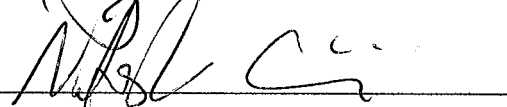
- g) **Hand washing policy**
  - Kids wash hands before snack and lunch and after bathroom visits
  - Hand sanitizer in classrooms and kids are encouraged to use it
  
- h) **Shred 2015/2016 Parent Advisory Minutes**
  - Only 7 years of minutes need to be kept
  - **Motion to**
    - **Shred the 2015/2016 School Council minutes**  
**Moved by: Natasha Caissie**  
**Second: Laura Gillam**  
**CARRIED**

**8.0 Next meeting Date and Adjournment**

- Next meeting will be on Wednesday November 15, 2023 following the Jessie Duncan Elementary School Council meeting
  
- Meeting adjourned at 9:38 pm

Minutes Approved on the 7 day of NOVEMBER, 2023

  
\_\_\_\_\_ Chairperson

  
\_\_\_\_\_ Secretary