

**Jessie Duncan Elementary School  
School Council  
Annual General Meeting  
Minutes**

Wednesday September 18, 2024 @ 6:00 pm

**1) Call to order 6:05pm by Chairperson Brandi Filipchuk**

**Members present:**

Brandi Filipchuk, Chairperson  
Ellen Freake, Vice-Chairperson  
Natasha Caissie, Secretary  
Kory Sholdice, Principal  
Sherry Cooper, School Board Trustee  
Margo Gruenewald, Teacher Representative  
Cameron Galiski, Councillor Town of Penhold  
Jamie Seiyama, FCSS  
William Langlois, Director  
Myranda Radomske, Director  
Laura Gillam, Director  
Laurin Levick, Director  
Amber Regnier, Parent  
Ashley Wingie, Parent

**Members Absent:**

Brooke Frenette, Treasurer  
Susan Dillabough, Vice-Principal  
Cassandra Mierau, Director  
Whitney Usselman, Director

**2) Welcome & Introductions (5-10 minutes)**

Everyone introduced themselves to the group

**3) Approval of Agenda** (*members may request an item to be added to the agenda at this time*)

Moved By: Laura Gillam  
Second: Myranda Radomske  
CARRIED

**4) Approval of Minutes from May 15, 2024 meeting**

Moved By: Ellen Freake  
Second: Laura Gillam  
CARRIED

**5) Reports/Updates (15 minutes)**

**a) School Report – Kory Sholdice, *Principal***

**i) New Staff**

- Mrs Skrepnyk has started full time as student support
- Ester Walkey is the new Family School Wellness Worker
- Sara Maciborsky Grade 2/3, Sara Hileman Gr 2 (part time)
- Chantelle Marais EA.

**ii) School Yard/ Playground Update**

➤ **Changes & Additions**

- pads for schlocky outlined, cement to be poured shortly,
- changes to the fence are finished, gates have been removed, cargo nets to secure openings at side of school
- loose parts shed built in June, request for loose parts, contact Mrs. Burton, Grade 3's will get jobs/help with cleanup, look for pieces at the Community cleanup in the spring

➤ **Maintenance**

- in the past division would pay to replace the missing rocks from the playgrounds, now it will be each school's responsibility
- with the new fence line need to watch the sidewalk on the north side of the Grade 2 wing (typically net off due to ice buildup in the winter)

**iii) JDES Rebrand**

- completed the process, introduced everything in June last year
- POWER Awards will be the same this year but will incorporate Jessie & Duncan
- new shirts should arrive for the October 4 assembly
- working to put the model & mission into daily life
- will develop the characters (Jessie & Duncan) over time

**iv) Student Support Structure**

- essential hub to the school (more needs in the school)
- Mrs Skrepnyk working with the kids (with the help of EA's)
- multipurpose space: teaching/regulation, ball room, single person space, sensory room, proactive space (vs reactive)

**b) Teacher Report – Margo Gruenwald (10 minutes)**

- Start of the school has been very busy
- Kindergarten-working on routine, colours, shapes
- Grade 1-patterns, review sounds & blends, growth mindset (I can...)
- Grade 2-review numbers to 20, addition & subtraction, what makes a good sentence review, Matter, Mapping

- Grade 3-review place values, Novel studies, Global citizenship, Matter

c) **School Board Trustee's Report-** Sherry Cooper (10 minutes)

- i) Explanation of required changes to JDES Board Structure (see 8b))
- ii) Update on CESD Cell Phone Policy- CESD Letter
  - Search for a new Superintendent- hiring firm to help assist in search for candidate, has a succession plan, hope to be ready to go before the end of the school year (contract is up May 31, 2025)
  - Additional funding announced by Alberta Government-address rising enrollments, (up 100 students in the division), what schools are on watch lists?, supporting primary teachers with release time (testing & subs in class), with the removal of cell phones in classrooms technology needs to be replace so division is purchasing more chromebooks
  - Cellphone policy- working on administrative policies first, need to be submitted to the government by January 2025
  - Safety program-Zero Hour, way to manage lockdown protocol so it's the same throughout the division, school building layouts are available in the system (police wouldn't need to wait for school admin)
  - Girls in Aviation Day-September 21, Springbrook registration required. Opportunity for students (6-17) to talk to people in the industry, female students are giving demonstrations, STEM programs

d) **Town of Penhold Report**

i) Town Council – Cameron Galisky (5 minutes)

- Trail system finished
- Approved funding for the Fire Hall/Town Maintenance Building
- Alberta Municipality meeting-any questions to relay?
- Temporary Peace Officer filling in for maternity leave
- Traffic circle should be completed end of September

-Cross walk on Lincoln-signage for the area? -still looking into it for us

ii) FCSS Coordinator – Jamie Seiyama (5 minutes)

- Thank you for your help with Fall Festival, especially at the Mayor's Mini Marathon!
- Save the date for the next community event, Community Christmas November 22<sup>nd</sup>.
- Next Daddy & Me Play Day is on September 21<sup>st</sup> @ Penhold & District Library, 12:30 – 3:30 pm. Drop into the library for some under the sea themed fun.

- Thank you to school admin and the School Council for attending Discovery Night.
  - Playgroup has resumed.
  - Family Law: Ask-A-Lawyer (Community Legal Clinic) will be October 23, 5:00 -8:00 pm in the library. Approx 20 – 30 minutes one-on-one brief legal advice with a lawyer. It is free but appointments must be registered for.
- Boys & Girls Club have program running local for PD Days

e) **Executive's Report** (10 minutes)

i) New Members

- School Operating Procedures
- Rules of Order

-papers available to review

ii) Volunteers-Board has been heavily relied upon for volunteering activities, looking at recruiting others, "prize/reward" for helping?

iii) Discovery Night -All 3 School Councils were represented, good to network with people but not successful at recruiting anyone, would still recommend to so next year, need draw/prize item to get people to stop

iv) Parents Matter- Myranda Radomske -3 online meetings with the Super Intendent where he answers questions submitted, about an hour and a half, reach out if interested, Myranda is interested in continuing

v) ASCA (Alberta School Council Association)

- Membership-division has renewed membership, Brandi will send out log-in info
- School Council Engagement Task Force (SCETF)-questions sent out to provide feedback to ASCA

**Motion to: register for the School Engagement Task Force for the 2024-2025 school year**

**By: Laura Gillam**

**Second: Ellen Freake**

**CARRIED**

- ASCE Grant- \$500 to use towards courses, family engagement, what to use it on this year?
- Insurance-presented at meeting decision Deferred to a later meeting

6) **Business arising from prior Minutes**

a) a) Parent Council Survey

- can be reviewed at request-ask Brandi
- overall did good, communication to parents, in past culture on Board not Welcoming

## 7) New Business

### a) Communication-

- School Administration and Parent Body-conversations revolved around increasing communication, timing of announcements, newsletters
- CESD and School Councils-what can be communicated?
- 'Council Corner'/ Newsletter Info/ Weekly Update Emails-what's happening, what we've done, teacher reports

## 8) Elections

### a) Dissolution of current Executive (*motion to dissolve the current Executive*)

- **Outgoing Executives as follows:**

- o **Chairperson: Brandi Filipchuk**

- o **Vice-Chairperson: Ellen Freake**

- o **Treasurer: Brooke Frenette**

- o **Secretary: Natasha Caissie**

- o **Directors: Laura Gillam, Cassandra Mierau, William Langlois, Laurin Levick, Myranda Radomske, Whitney Usselman**

- **Motion to: dissolve current executive**

- By: Ellen Freake**

- Second: Laura Gillam**

- CARRIED**

### b) Explanation of Election Process-Went over expectations and requirement of positions, Sherry briefly went over the new (to us) changes in Council Board structure:

- School Council and Parent Society Board members should **not** be the same people in the same positions on both (contradictory to what the bylaws say)

### c) Election of New Executive Members: Chair, Vice-Chair, Secretary, Members at Large (elect or acclaim)

- **Call for nominations went out for each position**

- Chair: motion to defer nomination to October meeting**

- By: Brandi Filipchuk**

- Vice-Chair: motion to defer nomination to October meeting**

- By: Brandi Filipchuk**

- **Secretary: motion to defer nomination to October meeting**

- By: Brandi Filipchuk**

## 9) Next Meeting Date and Adjournment

- Next meeting will be Wednesday October 16<sup>th</sup>, 2024
- Meeting adjourned at 7:55 pm

Minutes Approved on the 16 day of OCTOBER, 2024.

  
\_\_\_\_\_ Chairperson

  
\_\_\_\_\_ Secretary

Attachments:

\*JDES Parent Council Meetings are held the 3<sup>rd</sup> Wednesday of each month, unless it falls over a school break. There usually is no meeting(s) in December or June (unless needed). There are no meetings over Summer Holidays (July-August) \*

Future Meeting Dates:

- October 16<sup>th</sup> /2024
  - November 20<sup>th</sup>/ 2024
  - January 15<sup>th</sup>/ 2025
  - February 2025- TBD
  - March 19<sup>th</sup> /2025
  - April 16<sup>th</sup>/ 2025
  - May 21<sup>st</sup> /2025
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- CESD Parent Letter 2024