

ETHEL M JOHNSON SCHOOL COUNCIL MEETING

DATE: OCTOBER 10, 2017

TIME: 6:30PM

LOCATION: EMJ STAFF ROOM

MINUTES

1. CALL TO ORDER

Meeting called to order at 6:35.

2. APPROVAL OF AGENDA

Motion to approve by Shannon Romeike, seconded by Nicki Brown, all in favour. Motion carried.

3. APPROVAL OF MINUTES OF SEPTEMBER 13th 2017 MEETING

Motion to approve by Alison Erion, seconded by Paige Shaw, all in favour. Motion carried.

4. REPORTS

a. TEACHER PRESENTATION- Caroline Peterson- Pace Learning

Pace program is for grades 4-6 (approx. 12-14 kids per class) they focus on numeracy, literacy, and life skills. They run the Christmas Store which supports a fundraiser of the students' choice. Donations given by school community, PACE/PLP students set up the store (decide how, greet and serve students, wrap presents) \$.050/item, the task gives them a boost of confidence. Call for donations will come in November. Pace Grade 6 students also celebrate graduation and outdoor school, similar to other grade 6 students. Most have a mild cognitive delay, and are likely to stay in this program through junior high school (after assessment).

b. PRINCIPAL'S REPORT- Mr. Chris Radu and Mr. Dan Jones

i. Update on school year

Volunteer recruitment- need for volunteer coordinator, gather forms at the beginning of the year and assess interest, need and availability. (Fun Lunches, Field Trips, Book Fair @ end of December- Bonnie Graham interested in volunteering in the library.)

Reminder: Monday October 16- PD Day

ADmazing book deadline extended to October 13th, school fundraising- does not filter through Parent Council. Funds cannot go towards operational costs, or wages, but have limited rules otherwise. They can cover costs for field trips if there are students in need. We will look at handing the book out next year? New parents might not know what they are getting. CBE funding allocated September 30th for registered children- pays for staff (excluding facilities staff) and ~\$25000 after staffing costs. EMJ has a chequing account as well, but not a lot of funds in this. Additional classroom support budget comes in on Friday.

Terry Fox Run raised over \$400 as a school, we had a guest speaker Don Cowie at the event (Don had the same cancer as Terry Fox- he is a 50-year cancer survivor, very inspirational).

Juno Award Winner Peter Puffin performed at our school in the gymnasium. Students were very attentive and engaged.

Front doors will be locked for the duration of the school day, if you ring the door bell, someone will come and greet you. The policy was not implemented due to any particular incident, it is mostly for compliance with CBE policy and security of children. Children have been shown the process by their teacher's. After hours' button is different (burgundy).

Picture day went well, and was completed on schedule. Proofs will come home soon, and retakes will be on November 8th. Class photos happen in the spring.

Parent Teacher interviews went well! Reminder: Outdoor School Meeting October 19- mandatory meeting for grade 6 parents.

Noon hour- Looking at adding 4 breakout spaces for a total of 5, and hire of additional lunch room supervisors. This will allow all kids to eat at the same time. May be possible to have intramurals after kids have eaten.

Choir- Sarah Dafoe is working hard: Looking at Div II performance before Christmas and Div I choir in the spring.

c. **TREASURER REPORT-** Paige Shaw

i. **Approval of the proposed 2017-2018 budget**

Discussion: Same as outlined budget from last meeting, except that we have added insurance as per suggestion on the Sept 13th meeting.

Small Legacy project: (\$1000) Alison Erion suggests Calgary Reads fee paid by this.

Larger Legacy project: (\$2000/year?)- think over the year of what we would like to do and make a group decision.

Charitable donation- 2016/17: went to a go fund me project for one of our students, adopt a family, Ron Southern donation for the new council. Suggestion to change name of category to "Student Activity Support" to more accurately reflect purpose of this category.

Internal support also offered to students via funding to Me to We club, and supplies offered for school events (i.e. yogurt tubes for terry fox). Other clubs are run on site during school hours and do not require funding.

We will start getting a monthly update for Healthy Hunger- we will begin reporting at the November council meeting.

Budget can change throughout the year, a more detailed comparison of what was spent last year will be posted.

Motion to approve by Shannon Romeike, seconded by Nicki Brown. All in favour. Motion carried.

d. **CHAIRPERSON'S REPORT-** Kelsey Wetsch

i. **Halloween Dance Volunteers**

Tickets will not be sent home this year, we will have a spreadsheet noting pre-purchased tickets & pizza, there will be a separate line for pre-purchased and at the door sales. \$2.00/ticket and \$2.50/pizza slice. The DJ costs \$500 has been paid for, we will recover the cost via entrance, pizza and concession sales.

We will have three prizes for costumes worth \$20 each (Paid with gift cards for toys r us and pizza). The concession will have water, chips, candy bags and glow sticks. We will also give the caretaker \$25.00 Tim Horton's gift card for his extra work. In addition to registration, pizza and concession booths we will have one table for "additional activities" i.e. guess how many jelly beans in this jar, and entrance to Haunted house- Nicki Brown volunteers to create the haunted house in a break out space to be decided upon by Mr. Radu and Mr. Jones. Form will go out tomorrow, with deadline on Friday October 20th. We will be able to have final numbers for pizza (Shannon Romeike to order from Pizza 73), and supplies for concession (Bonnie Graham & Tiffany Callanda to pick up from Walmart). Kelsey Wetsch will look into AGLC license for 50/50 raffle. We will use advanced ticket payments to make floats (3): Concession, Pizza, 50/50. Final budget will be posted as soon as possible.

Form will have link to Sign up genius site which will have spaces for Registration, Concession, Pizza, Activities table, 50/50, as well as set up, and clean up.

ii. **Insurance for Council**

Council will pursue a \$500/year expenditure comprised of- **CGL and Crime Only** \$1 000 000 Limit/\$25 000 crime limit (\$200/year) (ie if someone gets hurt at a dance, or if fundraising money goes missing) **AND Administrative Errors & Omissions** \$1 000 000 only (\$300/year) (i.e if Treasure declares an incorrect amount on a budget line)

Motion to approve by Nicki Brown, seconded by Shannon Romeike. All in favour, motion carried

iii. **Other Fundraising opportunities-** We will look at Poinsettia and Gift Card fundraiser before Christmas, Kelsey will present more information at the November 14 meeting. We will also look at a spring fundraiser (possibly Spolumbos).

iv. **Volunteer Opportunities and procedure**

1. Forms-see point below
2. Volunteer Coordinator- Coordinator will summarize the volunteer papers handed in at the beginning of year and create a spreadsheet. Possibility to also provide information to be updated on a new Parent Council page with opportunities via Sign up Genius.

Alison Erion volunteered to be Volunteer Coordinator; Kelsey Wetsch motions to accept Alison as Volunteer Coordinator, Jennifer Perrott seconds, all in favour, motion passed.

3. **In school opportunities** (i.e. Fun lunch helper)

As mentioned above, we will create a dedicated parent council page on the EMJ site to highlight opportunities.

5. **OTHER BUSINESS**

Open Floor- Q&A Period- nothing raised.

6. **MOTION TO CLOSE**

Motion to approve by Kelsey, seconded by Nicki, all in favour. Motion carried.

ETHEL M JOHNSON FUNDRAISING SOCIETY MEETING

DATE: OCTOBER 10, 2017

TIME: 7:30PM

LOCATION: EMJ STAFF ROOM

MINUTES

1. CALL TO ORDER

Meeting called to order at 7:53pm

2. APPROVAL OF AGENDA

Motion to approve by Paige Shaw, seconded by Nicki Brown, all in favour. Motion carried.

3. APPROVAL OF MINUTES OF SEPTEMBER 13th 2017 MEETING

Motion to approve by Alison Erion, seconded by Nicki Brown, all in favour. Motion carried.

4. REPORTS

a. TREASURER REPORT- Paige Shaw

i. Approval of change of use of proceeds towards Field Trips

Discussion regarding possibility of movement of funds led to an overall question:

As a council, do we want to cover all costs for field trip fees via Casino proceeds? (The coverage of which seems to be a one-time issue, due to government restrictions this academic year)

a) No

b) Yes we will look into it further and discuss the movement of funds at November's meeting

c) No, but we will have this allocation in mind when the 2018 Casino Use of Proceeds is allocated

An answer was not concluded upon at this time. There is desire to support the change to accommodate field trips at no cost to families, but we do not wish to undermine any previously planned purchases by shifting funds.

Action item: Paige Shaw will contact the AGLC to inquire further about the regulations and process of amending our use of proceeds.

Paige Shaw noted that the Society Administration line should be \$0.00, as we do not have any expenses that are listed at this time.

b. CASINO CHAIRPERSON'S REPORT- Jennifer Perrott

i. Volunteer information- We have 22 spaces left to fill for March 2nd and 3rd, 14 spaces have been filled to date. Council members will have info post cards to hand out to the community members at the dance which will include more information/direction to sign-up genius and council email.

5. OTHER BUSINESS

a. Open forum- Q&A Period- nothing raised.

6. MOTION TO CLOSE

Motion to close by Jennifer Perrott, seconded by Nicki Brown, all in favour. Motion carried.