

Eleanor Hall School Council Meeting Minutes

October 5, 2023



ATTENDANCE

Marnie Hoetmer (EHS Council Chair), Donna Moore (EHS Council Vice President & Enhancement Treasurer), Jolene Lawrence (EHS Council & Enhancement Secretary), Nadine Marchand (Administrator), Maureen Schnirer (PHSD Trustee), Michelle Savoie (teacher), Nadine Stoyko (teacher), Lorraine McCoy (parent), Jantea Vandervelde (parent), Mallory McNelly (teacher), Michelle Bottriell (parent), Jackie & Lee Williams (Outdoor Classroom Committee reps & parents), Phil Petkau (parent; Enhancement Vice Chair), Jenna & John Pudlowski (parents)

1. CALL TO ORDER

- Marnie Hoetmer called the meeting to order at 4:04pm

2. LAND ACKNOWLEDGEMENT (Nadine)

3. WELCOME & INTRODUCTIONS

4. WHAT DOES A SCHOOL COUNCIL DO?

- <https://www.alberta.ca/school-councils>
- Phil motioned to change school council meetings to Town Hall style meetings and to no longer require directors to be part of the Eleanor Hall school council executive.

5. APPROVAL OF THE AGENDA

- Addition of Goal Setting Meals to the New Business letter e
- Move the chair report from item number 4 to item number 6
- Lorraine McCoy motioned to approve the agenda with the above amendments

6. APPROVAL OF THE MAY 25, 2023 MEETING MINUTES

- Phil Petkau approved the May 25, 2023 meeting minutes

7. CHAIR REPORT

- The chair requested that parents who were a part of school council in the 2022-23 school year to give examples of what their highlights were serving on the school council:
 - Jantea: Christmas store, Goal setting meals, PHSAAM
 - Phil: Trickster theater, Ike Fest
 - Jolene: Skating rink, volunteering in kindergarten, PHSAAM, goal setting meals, building relationships
 - Donna: casino, fundraising meals
 - Marnie: PHSAAM
 - Tom: Santa, Trickster theater
 - Lorraine: relationships with teachers
- Marnie will follow up with a written Chair report from the 2022-23 school year

8. ADMINISTRATION REPORT

- See attached report
- 166 students K-9
- We are in need of coaches for junior high sports so please reach out to anyone you may know that is interested in coaching Volleyball or Basketball.

9. ELECTION OF 2023-24 SCHOOL COUNCIL EXECUTIVE

- Chair: Jolene Lawrence
- Vice-Chair: Jenna Pudlowski
- Secretary: Michelle Bottriell

10. NEW BUSINESS

1. The 2023-24 EHS Council Meeting Dates will be:
 - a. Nov 23, 2023 via Zoom @ 7pm
 - b. Jan 18, 2024 via Zoom @ 7pm
 - c. February 15, 2024 via Zoom @ 7 pm
 - d. April 11, 2024 In Person @ Eleanor Hall School @ 4pm
2. School Council Zoom Account: this will cost ~\$250CDN per year and can be funded by the Alberta School Council (ASCE) Engagement Grant. Zoom meetings will allow those who travel further distances to the school, those

who work a regular work day, or those with small children at home to be involved in the school council as well. This is an attempt to diversify the communication tools and reach more parents.

3. Skating Rink: It was determined to be a valuable asset to students and teachers and so with the support of the Clyde community, the skating rink will hopefully be flooded again this year.
4. Outdoor Classroom Committee Update: see attached report. Beattie Construction, Jamen Isaac, and the Morinville colony were suggested as potential builders as the proposed structure is too complicated for the RF Construction class to build for us.
5. Goal Setting Meals: Lorraine (Wednesday), Jenna (Thursday). Thank you for providing meals for the teachers on Oct 18 & 19!
6. CTF Parent Advisory Committee: any parents who are interested in supporting the teachers and CTF program (Grades 7-9) can talk to Jolene Lawrence for more information.

10. ENHANCEMENT SOCIETY UPDATE

1. Current funds: General \$9090.92 Casino \$9821.44
2. Report of fundraisers held and income generated in 2022-23 (see attached report)
3. Report of school functions funded by the Enhancement Society in 2022-23 (see attached report)
4. Meeting dates for 2023-24 will be the same as the EHS Council meeting dates. The EHS Enhancement Society will just meet following the EHS Council meeting.

11. PHSD TRUSTEE REPORT

- See attached report

12. NEXT MEETING DATE

- Thursday, Nov 23, 2023 via Zoom

13. ADJOURNMENT

- Marnie Hoetmer made the motion to adjourn the meeting at 5:55pm

October 2023 Principal's Report for School Council

- Land Acknowledgment
- Thanks to everyone who attended our Meet the Teacher at the beginning of the year- we feel like it worked well, especially for students new to our school and in the younger grades, or for the grade 6 students transitioning to 'the new hallway'. As of the September 30th count we have 166 students in Kindergarten through Grade 9.
- We had our Awards Night at the beginning of September. We had a great turn out
- The Terry Fox run was on September 28th and went very well. We've raised \$1355.60 for the Terry Fox Foundation so far!
- It was Truth and Reconciliation Week at the end of September. All of our classes participated in lessons and activities-most throughout the entire week.
- All of the teachers have been working hard the first part of this year getting to know their students, using diagnostic tests and the resulting data to plan for instruction, ensuring that they have a good understanding of their students' strengths and needs. We also will spend time on October 20th to closely examine our data from last year's Provincial Achievement Tests, the diagnostic tests as well as a survey Grade 4-9 students completed this Fall. We are also fortunate to still have Mrs. Beaver working with our school who is a School Division Literacy and Numeracy Teacher.
- Goal Setting is October 18th and 19th. The online booking will be open on October 13th. If you are having any difficulty using it, please contact the office.
- Emergency Procedures: We are required to have six fire drills. So far, we have had one. We will have two more before Christmas, and the final three after. We are required to have one lockdown drill. We will send a letter home or by email before a lockdown drill. Other emergency procedures include Hold and Secure-this would happen if something happened in the community, but is not directly related to the school. Classes go on as normal, no one is allowed outside or in, doors are locked. Shelter in Place-if there is a natural disaster such as a tornado, and we need to keep the students safe inside.
- We continue to receive money for our breakfast program, but it is less than in previous years. We also provide lunch and fruit using this same funding and any donations we receive. We could use more donations this year.
- The Scholastic Book Fair was this week and was a great success! We earn a lot of money to pay for books for our library.
- Michelle-SWAT (Student Wellness Action Team) is up and running again in Jr. High. So far, we have picked the dress up days for the year, and they are planning Halloween activities for the K to 3 classes to participate in. It is a very good leadership opportunity for our students.
- Michelle-Fieldtrip and snack counter to raise money
- Michelle-Vaping presentation

- Upcoming events-We will be doing our Halloween Parade on Halloween in the Gym. (most likely at 1:00 PM) Parents are welcome to join us. The Remembrance Day assembly is on November 2nd. Everyone is welcome to attend. The Christmas Concert is December 14th and the Christmas Store is the week of the 4th. If you have any used Christmas bags you can donate, we would greatly appreciate them. We could also use plastic grocery bags to send their gifts home in.

TD bank Friends of the environment grant (submission deadline July 15)

- Between \$2,000 to \$8,000 available
- Also has a winter intake
- How is the school and/or community involved with building the outdoor classroom? Will there be a dedicated space for learning activities?
- Has the applicant received permission from the school board?

- What courses/workshops will the outdoor classroom host? How will teachers be encouraged to use the space?
- Will there be a planting component to the outdoor classroom? If so, how will the plantings be maintained over the summer months?
- How will the outdoor classroom be shared with the community?
- If your project includes natural play elements, please provide information on how you will include connections to nature and the environment.
- Online application (requires account creation with email)

Canada Post community fund (submission deadline February 2024)

- 2 levels available: the **project Grant** up to 5,000 **OR** the **signature grant** up to 50,000
- Project grant is for school/parent organizations and can be used for playground equipment, outdoor areas, etc.
- signature grant is vague but says “project specific requests accepted”
- must be a registered charity with active CRN or registered non-profit with an active BRN
- Application checklist (see attached)
- * **Signature grant** requires independently audited financial records

Alberta blue cross built together grant (submission deadline Sept. 15)

- \$50,000 available to help fund outdoor projects that promote active living and wellness with an emphasis on children
- For community leagues, school councils, or other nonprofit organizations
- Application attached

World Wildlife Foundation Go Wild Grant (submission deadline Oct 21)

- Unclear how much funding is available until submission opens sept 15
- Previous recipients' projects include outdoor classrooms!

UFA rural communities foundation

- \$10,000-\$100,000 for projects that support recreational, educational and cultural programs in rural Alberta
- Must be a registered charity or nonprofit organization.
- Application attached.

Unfortunately after looking closer in to the government of Alberta's community initiatives program (CIP) it specifically lists outdoor classrooms as ineligible for funding

I am working on a brief project summary to have along with lees drawings as a proposal for some of the common questions required.

I am happy to complete the online and any paper submissions I can however the larger ones requiring financial records for the organization and project budgets/timelines will obviously require some collaboration.

Eleanor Hall School Enhancement Society
Financial Report as of Jun 30, 2023

Casino Account

Opening Balance on hand: \$ 156.47

Expenses

Chq #10 -Expert Casino Advisers	\$ 1,995.00
Chq #9 - Fitset Ninja	\$ 2,205.00
Chq #12 - Eleanor Hall School for Field Trips	\$ 5,931.44
Chq #11 - Government of AB - Dep: Royal Tyrell	\$ 1,000.00

Total: \$ 11,131.44

Revenue

From EHS General Accto	\$ 1,995.00
Casino Proceeds	<u>\$ 18,957.88</u>

Total: \$ 20,952.88

Closing Balance on hand: \$ 9,977.91

Accounts Receivable:

Total A/R \$0.00

Items not cleared:

Adjusted Balance \$ 9,977.91

Opening Balance		<u>\$3,861.45</u>
INCOME		
Investments/Interest		
Servus Rewards	\$0.00	
CU Common Shares	<u>\$0.06</u>	
Total Investments		\$0.06
Fundraising Income		
Pots & Pansies	\$4,471.00	
Seed Fundraiser	\$242.60	
Christmas Event	\$1,646.00	
Calihoos Meats	\$10,391.00	
Hot Lunch Proceeds	<u>\$4,605.28</u>	
Total Fundraising		<u>\$21,355.88</u>
Total Income		<u>\$21,355.94</u>
EXPENSES		
Advertising /Promo		
Events		
Christmas Concert	\$200.00	
Teacher's meals at Goal Setting	\$0.00	
	<u>\$0.00</u>	
Total Events		\$200.00
Facilities & Equipment		
Skate Trainers &Lining for skating Rink	\$0.00	
	<u>\$0.00</u>	
Total Facilities & Equipment		\$0.00
Field Trips		
Trickster Theater Society	\$0.00	
Telus World of Science		
Field Trips - Other	<u>\$1,595.37</u>	
Total Field Trips		\$1,595.37
Fundraising Expenses		
Hot Lunches	\$2,535.73	
Fundraising Expenses & Supplies	\$285.22	
Pots & Pansies	\$2,225.00	
Calihoos Meats	<u>\$7,953.00</u>	
Total Fundraising Expenses		\$12,998.95
Gifts & Donations		
Grade 9 Grad - Proceeds from Hot Lunches	\$585.00	
Christmas Dinner	\$0.00	
	<u>\$0.00</u>	
Total Gifts		\$585.00
Other Expenses		
Bad Debt/NSF Fees	\$0.00	
Bank Charges & Fees	\$13.73	
School Council Insurance	<u>\$733.36</u>	
Total Other Expenses		<u>\$747.09</u>
Total Expenses		\$16,126.41
NET INCOME/LOSS		\$5,229.53
Closing Balance		<u>\$9,090.92</u>

Approved by the Board:

Approved by Auditors:

Donna J. Moore Director

Director

Trustee Report

Maureen Schnirer

Pembina Hills East Ward 1

September 2023

The Pembina Hills Board of Trustees held the Annual Organizational Meeting on August 30, 2023. The Board Work plan was reviewed. Trustee Committees appointed.

September 20 Board Meeting, Veronica Lindquist presented on the Internal Audit process, including safety, accounting, and attendance. Report from Communications by Jan Carswell including power school, social media and internal communications.

Board Increases Representation on External Committees. In 2021, Pembina Hills received an invitation to join the Tamarack Health Advisory Council. I was directed to apply and was accepted for membership, but this council was not added as an official Board-approved committee. The Board added this council to *Policy 08 Appendix A* to facilitate the Division's ongoing participation.

Public School Boards Association of Alberta Membership was reviewed.

For the past year, Pembina Hills has been a member of the PSBAA on a trial basis. PSBAA advocates specifically for the interests of Public School boards, as opposed to separate and francophone school jurisdictions, private and charter schools, etc.

At the September 20, 2023 meeting, the Board considered whether or not to remain a member for the 2024 calendar year, as well as how many, and which meetings, trustees should attend on an annual basis. The Board decided to renew its membership for 2024 and to allow all interested trustees to participate in meetings.

Pembina Hills Staff Town Hall was on September 15 and there was a presentation by Dr. Michael Ungar.

Dr. Michael Ungar of Dalhousie University has outlined the nine things that all children and teens need to be resilient and the strategies to help them grow.

1. Structure
2. Consequences
3. Parent-**child** connections
4. Lots and lots of strong relationships

5. A powerful identity
6. Sense of control
7. Sense of belonging
8. Fair and just treatment
9. Physical and psychological safety

Each of the “Nine Things” is outlined and accompanied by “practical things caregivers can do.” The clearly outlined information can be applied to children and teens.

He also explained the importance of Navigate and negotiate supports needed by youth. He did compare it to Cinderella, where would she be without her Fair Godmother? How can vulnerable youth find resources. How can we as a community help them find and access help.

Upcoming Meetings and Events:

October 11 there will be school visits to Swan Hills and Fort Assiniboine

October 18 – 20 PSBAA Fall General Meeting

November 8 School Visits to Dunstable and Busby School

November 11 Remembrance Day ceremonies

November 19 – 20 Alberta School Boards Fall General Meeting