

**Minutes of the Pembina North Community School Council Meeting
Tuesday November 15, 2016
PNCS School**

Attendance

Mr Chattarsoon, Mrs Walker, Mrs Ward, Dana Callihoo, Mrs Rau, Jackie Comeau, Jane Rottier, Mrs Kaliel, Gwen Brandl, Ms Eamor, Adam Budgen, Karen Gabel

Call to Order/ Welcome/ Introductions

Follow-up Action Recommended

- Meeting was called to order at 7:05 PM
- Agenda was reviewed, no changes made

Adopting the Minutes from last two meetings

Follow-up Action Recommended

- Minutes from April 14 meeting were displayed
 - Minutes from May 27 elections were displayed
- It was pointed out that parents were reminded to read the minutes online ahead of time for this meeting so we could spend less time reviewing minutes. The attendees felt this was adequate.
- Motion to approve both sets of minutes as presented made by Jane, seconded by Dana, all in favor, carried.

- **When announcing future meetings, remind parents to review previous meeting minutes ahead of time. Minutes are on our website.**

Fundraising report

Follow-up Action Recommended

- The fundraising report was sent to Ms Eamor and she displayed it on screen.
- Bingo upcoming
- Other work in progress includes MUDD Safety Joanne Kaliel is the contact for this

- **Invite fundraising committee members to attend**

**Trustee Report
Jackie Comeau**

Follow-up Action Recommended

- Recently they took care of demolishing the WR Frose School building. Sustain-A-Build was hired by Pembina Hills to go through the building to save whatever was worthwhile to save, as well there were advertisements for people to contact Tracy Tyreman should they want anything. He had no requests. The tear down was done in a day.
- She reminded attendees to check the PHRD website frequently and to sign up for the PHPS newsletter which goes out about 5 times a year
- She was pleased to report that the Boundary changes had no negative comments coming from our area. The review is not out yet.
- Discussed the new bussing administrative procedures. It was a big deal enforcing the rule about what you can and cannot carry on the bus, but Mr Garbutt has verified that it is at the bus driver's discretion. If you are unsure, it is always a wise idea to call the bus driver to discuss it with them first.

- Look at the PHRD website for the latest information and most up to date policies, including the bus status.
- Sign up for the Pembina Hills Public Schools newsletter

<ul style="list-style-type: none"> • Same with the new admin policy regarding students being dropped off at an alternate site from their regular stop. Arrangements need to be made ahead of time with the bus driver and the transportation office may ask you to fill out a form. Birthday parties all coming on the bus still not allowed, but a student being dropped off at Grandma's probably is. Big thing here is the Bus Driver is the contact person for these types of things, not the school. • Discussed the new admin procedure 60-16 addressing a teacher's presence for coaching. As long as the community coach has done the interview with the Principal and followed proper protocols, the need to have a teacher to be present at every function is not necessary. Please read about it on the website if you need more information. • Jackie is attending the ASBA (Alberta School Boards Association) meeting next week with minister David Eggen. • Jackie is on the PAL committee (Program Assistants Liason) and the Transportation committee. Each trustee has certain committees they sit on each year. • She gave a reminder for AP 40-32 the Recognition Form, that we can nominate someone who has been doing a good job. • Ended with a reminder to always contact her with your questions, comments and concerns. 	
---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	--

Principal and School Report Darcie Eamor & Daryl Chattargoan	Follow-up Action Recommended
<ul style="list-style-type: none"> • The hand out regarding budget numbers, PAT results from last year, and the Education Plan goals was presented by Darcie & Daryl. • The administrators shared the Emergency Response Plan for our school and the cameras on site as well as drills for safety and the need for such planning. The school wants to discuss an option with Community Council regarding the skating rink building in case of emergency. • A lengthy discussion was held regarding the school field trips and concerns over changes to them from year to year. All staff members present at the meeting weighed in with their feelings and reasons for changes. More changes may come in years ahead. Lots of depending factors. Chair Adam Budgen shared that he has had phone calls from parents asking why there were changes to the Junior High field trips from what was had the last two years. Reasons were discussed: <ul style="list-style-type: none"> ○ New staff with different commitment levels, passions & talents ○ Calendar time & amount of class time taken away ○ Class size and some students opted out last year. Note students are not required to attend field trips and excursions, but they must attend school for learning on those days instead. <p>Pembina Hills has a regulation AP60-03 that lists all the field trip requirements that must be adhered to. This was reviewed.</p> • We looked at the summary of events that have happened so far and an opportunity to ask questions and provide comments was given. There wasn't anything from the floor brought up. 	<p>Continue with providing notes before the meeting.</p> <p>Thoughts from everyone were that they appreciated the attachments to the agenda on the past events, budget, and other info. It helped to lessen the length of the meeting and also gave people an opportunity to think / research if they had questions.</p> <p>There was ample time for discussion on more important matters because things were given out ahead of time.</p>

New Business: Election for new Reps	Follow-up Action Recommended
<ul style="list-style-type: none"> • A discussion and clarification on the role of the Reps was had. • Laurie Walker nominated Dana Callihoo for position of Grade 4-6 Rep, seconded by Karen Gabel. Adam asked for any other nominations, there were none. Dana accepted the position, all in favor. • Jane Rottier nominated Gwen Brandl for position of Grade 7-9 Rep, seconded by Michelle Rau. Adam asked for any other nominations, there were none. Gwen accepted the position, all in favor. • We may still need to recruit new Reps as the need arises but so far, it looks like this is it for this year. 	<p>Karen needs to ensure our by-laws and regulations are posted on the website</p>

New Business: Upcoming Events	Follow-up Action Recommended
<ul style="list-style-type: none"> • Saturday December 3rd the school is hosting a Winter Market with vendors consisting of local parents and community members. The school is looking for volunteers. There will be a concession throughout the day and basic fun crafts will be available for kids to do. We can use students for this but are also looking for adult volunteers. Contact Jan at the school if you can help. • The school has received donations towards the Annual Christmas Dinner and the school asked if School Council could spearhead it. It will likely be held at the Dapp Hall on the last day of school before Christmas break. Attendees decided this was something they would agree to do. Gwen Brandl will see what she can get organized. • Royal LePage Realty (Brandi Wolff and Denis Landry and associates) will sponsor 250 candy bags for the Christmas concert. School Council needs a volunteer to get the items to the school about a week before (oranges maybe the day before if they look good) and the Grade 6 class will assemble them. • A question was asked regarding why the school doesn't have a breakfast and milk program any more. The breakfast program got too difficult to monitor and utilize properly. Staff found it hard to tell if the students needed something or not (had to take their word for it) plus some students were helping themselves when they were staying for after school sports. Lots of food was used up in a very short amount of time. There is still a program in place to provide for students on an "as need" basis. Mrs Ward has been helpful in the lunch of necessity program staff developed. The school used open donations from Community Councils and various other groups to help fund this program. As for the milk, we found the milk was expiring before the students could use it plus there was the issue of getting the milk, room for keeping it when the fridges were full for food studies, and distributing it. Over the last few years, students were purchasing less and less amounts of milk and it no longer justified all the time spent on it. 	<p>Volunteers Needed for:</p> <p>Sat Dec 3 Winter Market at School</p> <p>Volunteers needed for Christmas Dinner. Contact Gwen Brandl if you can help.</p> <p>Need someone to purchase candy for Santa bags</p>

New Business: Outdoor classroom	Follow-up Action Recommended
<ul style="list-style-type: none"> Ms Eamor and Mr Chattargoan shared with us the exciting news that they think they have a modular coming from Neerlandia that can be used for a storage area for construction equipment and other CTF materials. There is also the possibility that this building can be used as an extra instructional space like an outdoor classroom if we build a deck or porch onto it. Tracy Tyreman is getting an inspection done on it and if it is good to go, they may be able to transfer it here themselves and it will be very low cost to us. Questions were asked as to how big this is and where will it go. (See attachment for more information) 	<p>Please read about the Outdoor Classroom plan in the attachment</p>

Date of Next Meeting & Adjournment	Follow-up Action Recommended
<ul style="list-style-type: none"> Date of the next meeting will be January 17th at 6 PM here at the school. We will have supper with it. Adjourned at 9:10 p.m. 	<p>Karen will arrange supper.</p>

Note – Donna Ward did her presentation on what she does as a Success Coach just after adjourning the meeting portion of the evening. She provided information for parents that there is a high need in every school for some sort of emotional support and that teachers are not always the best people to do this. Mrs Ward has training in Mental Health and Emotional Well Being. She has a mental health degree and a large list of other contacts and resources to help support families and students. Students are sometimes identified by teachers as needing some support due to changes in their routine work and or social habits and when they are not meeting their full potential. Sometimes students approach her to have a talk about something that is bothering them. Parents can give her the heads up if home situations change. Donna is on site every day and kids want and need the emotional support. Since Mrs Ward has been here at our school, the student wellness has increased noticeably. Please contact the school if you would like to arrange to discuss something with her.