

**J. J. Nearing School Council Meeting and AGM  
Wednesday, September 18, 2019 6:30pm**

**In attendance:**

Yvonne Dutton, Chair	Cheri Steiner, FFJJN CoChair	Kinawa Harrison
Kelly Skuba, Secretary	Angela Thorpe	Ian Harrison
Amelia Kristensen, Treasurer	Jackie Hunt	Ashley Dascavich
Gina Anstruther, Principal	Robin Shields, Compassionate Friends	Grace Kully, Partners in Prayer
Helen Jackson, Vice Principal	Cara Scott	Marissa McCarty, Events
Carrie Silzer, FFJJN CoChair	Jan Liron, Yearbook	Christine MacDonald, FFJJN Treasurer

**1. Call to order:** Yvonne Dutton

**2. Welcome & Prayer**

**3. Introductions**

**4. Adoption of Agenda**

- First Motion: Robin Shields
- Second Motion: Cara Scott

**5. Review of Previous Minutes**

- Minutes from previous meetings can be found on the JJN school website.
- First Motion: Angela Thorpe
- Second Motion: Cara Scott

**6. Trustee's Report:**

- No trustees present at this meeting.
- District information can be found at [www.gsacrd.ab.ca](http://www.gsacrd.ab.ca)

**7. Administration Report**

- Enrolment and Staffing:
  - Total enrolment is 419
  - 3 new staff members:
    1. Raphael Bonot - Grade 6 teacher .5,
    2. Sandra Paonessa - Educational Assistant
    3. Heather Chyzowski - Counselor
- Start Up Activities:

We are off to a great start. Students have settled into their new classrooms, seem to be happy to be back at school and are following routines and expectations.
- We had many fun activities during welcome week!
  - We had a Welcome Back Assembly during the first week to introduce new students and staff. All students received a small treat to enjoy in their classroom.
  - We had a JJN lemonade stand at lunch recess - second day of school with some older students taking a leadership role.

- New spirit color teams- This year we have decided to build community a new way - We now have color groups. A set teacher leader and mixed grade groupings from every grade. The teams have met to create a team flag, handshake and have done an activity to get to know each other.
- School wide hot dog lunch! - Students enjoyed a hot dog and a drink to end off week one. They ate with their new spirit teams and completed activities from earlier in the week.
- Our Opening Celebration took place yesterday. The grade fours led the celebration and their bibles were distributed. Father Ed led the celebration as Father Ignacy is away.
- We had one Fire Evacuation Drill yesterday and the kids did very well! We will continue to have a couple more in the near future as the fire department comes to do a check up in early October. Other drills such as Shelter In Place, Lock Down and Hold and Secure will occur throughout the year.
- It is Picture Day is tomorrow! Pictures will be taken outdoors, weather permitting.
- We have our first STAR Assembly next week. We will be reviewing playground expectations, boundaries etc. with all grade 1-6 students.
- Our first PD Day will take place on Friday. We have a speaker booked and our staff will spend the day learning about teaching literacy using a new resource.
- Seed Survivor Mobile Classroom - coming next week for 3 days
- The Terry Fox Run takes place on Sept 25 at 1:30pm.
- Junior ATB will kick off Sept 26!
- Physical Education Enhancement
  - This program will continue with some new activities planned for the year!
  - The new Rock wall was installed and all students have had 3 sessions with instructors from Vertically inclined for our first experience! As part of the purchase staff were also trained in August.

## 8. Old Business

- a. 2018/2019 Annual Report:
  - Report of council activities for the past year has been submitted to district
- b. 2018/2019 Financial report:
  - Opening balance \$4801.38 of which \$3801 was transferred to Families and Friends as council can not be a profit centre. May keep only \$1000 float from year to year.
  - Closing Balance \$3189.38 of which \$2189.38 will be transferred to Families and Friends, \$1000 float will be maintained as above.
  - Full financial report available upon request.

## 9. New Business

- a. Thankyou to 2018/2019 outgoing council. Your help last year was very much appreciated!
- b. Conversion to new Executive
  - Yvonne Dutton - Chair, Amelia Kristensen - Treasurer, Kelly Skuba - Secretary
- c. New Cheque Signing Authorities
  - Changes need to be made to authorized signors to reflect the 2019-2020 Executive
  - Amelia Kristensen (Treasurer) shall be **added** to list of authorized signors,
  - Cara Scott (past Director at Large) and Amber MacNeil (past Treasurer) shall be **removed**.
  - Yvonne Dutton (Chair), and Kelly Skuba (Secretary) will continue to remain authorized signors.
- d. 2019-2020 Council Dates:
  - Sept 18, Oct 16, Nov 20, Jan 22, Feb 19, Mar 18, Apr 15, May 20

- e. Changing Bylaws and Hot Lunch Committee
  - Paypal issues: Paypal had frozen hot lunch account at end of last year, requesting business # and tax info. We do not have this as council is non-profit, have called CRA and they have no issue, is purely with Paypal. Hot Lunch online program is seeing this at other schools too. Funds have since been released but in order to continue using Paypal, Hot Lunch needs to fall under a charitable organization or this will happen again.
  - Friends and Families is the charitable organization associated with our council - discussion to transfer Hot Lunch to this society. Council itself will still raise money through Events not run by F&F committee that should be sufficient to cover planned costs such as committee expenses, Teacher Appreciation Lunch, etc. Other costs normally paid by council can be passed through to F&F such as playground bin replenishment, etc.
  - **Motion: That the Hot Lunch Committee, as defined by the bylaws 3.6.c Hot Lunch Committee and section 7.2 Amendments to the Bylaws be transferred from the Council to Families and Friends of JJ Nearing Catholic Elementary School Society.**
    - First: Marissa McCarty
    - Second: Jackie Hunt
    - **All in favour, none opposed. Motion CARRIED.**
- f. Council Contact list:
  - List passed around to collect contact information for those who hold a council position. It will not be a public list - will only be used for council communication with the committees.

## 10. Committee Reports

- a. **Review committee job descriptions**
  - Please review the descriptions as found in the bylaws
  - Updates need to include addition of Partners in Prayer, removal of Medical Needs Committee
- b. **3 Year Plan**
  - Committees need to look at their respective roles in the previous 3 year plan and determine what direction they feel the committee should take over the next 3 years.
  - Helps with handover, provides continuity as committee members change.
- c. **Events**
  - Sips and Chips back to school event was a great success!
  - Christmas Event - more info to come at next meeting
- d. **Hot Lunch**
  - New committee leaders unable to attend but hot lunch dates for this term to be released soon.
  - New hot lunch day may be Mondays due to the availability of the coordinators. May be a conflict with Lunch Lady days.
- e. **Yearbook**
  - Last year's yearbooks should be arriving soon.
  - Received new planning kit for this year.
  - Event pictures you capture may be sent to Donna Kuzio and she will pass them on to yearbook. Please ensure photos are high resolution - send "actual size".
- f. **Compassionate Friends**
  - Request in for meals for a kinder family with a family member in hospital. More information on how to help will come soon.

**g. Partners in Prayer**

- Grace Kully new committee leader. Meet once/month at JJN to pray for staff, students and also any prayer requests submitted by staff and students found in the prayer box. All are welcome. Invitation to be included in Week at a Glance email.

**h. Families and Friends**

- Survey at end of last year re: preferred methods of fundraising. Top 4 were Art Cards, Booster Juice, Cookies and also Salsa. Other ideas submitted included WEM waterpark, Purdy's Chocolate Sales, Christmas Market
- A few suggestions for things to fundraise for included A/C for portables, a gazebo for the school yard, field trip fees.
- Direct Ask - need to send out notice that explains what/how/benefits as well as regular reminders
- Quarterly Newsletter - F&F will be sending out a new quarterly newsletter to update on fundraising goals, status and upcoming events
- Art cards currently in progress - Christmas theme. Booster Juice coming up soon - note that this time you will be able to purchase single vouchers rather than a book at a time. Feedback was that too many families could not afford to purchase the whole book up front.
- Current balance: \$5172.20 with \$3000 of that in playground reserve fund.

**11. General Discussion - Vandalism / disruptions around school yard**

- Increased vandalism and mischief over the summer, particularly after-hours. Broken lights, cameras, kids on roof, etc. Although it is a school, outside of school hours the playground is a public area. If you witness acts of vandalism, please call the RCMP. Reporting will result in increased patrols.
- If persons not from JJN are being disruptive on school grounds during school hours, please inform Admin.

Meeting adjourned at 7:40pm.

**Next meeting: Wednesday, October 16 @ 6:30pm.**