

**Fort Assiniboine School Parent Council Agenda**

**September 26, 2017, 7:00pm**

- 1. Approval of Agenda**
- 2. Approval of minutes from May 30, 2017 meeting**
- 3. Treasurers Report**
- 4. Old Business**
  - a) Water Fountain**
  - b) Sound System**
  - c) Tower Garden**
  - d) Uniforms**
  - e) Dishwasher**
  - f) School Council By-laws**
- 5. New Business**
  - a) Principal Report / Student Union Report**
  - b) PHPS Report**
  - c) Woodlands County Report**
  - d) Parent Society Report**
  - e) Pre-School Report**
  - f) hat rule**
  - g) add Penny and remove Jamie as an administrator at the bank**
  - h) Open floor for comments or concern**
- 6. Set date for next meeting**
- 7. Meeting adjournment**

# Fort Assiniboine School Parent Council Minutes

September 26, 2017, 7:00pm

Attendance: Teresa Dekker, Jamie Baker, Jennifer Tuininga, Megan Petryshen, Penny Price, Kristen Machuk, Lorna Hiemstra, Nicole Dunham, Terha Forbes, Sandi Larsen, Candace Couiyk, Charlene Fleming, Jen Christianson

Chairperson Penny Price calls meeting to order at 7:13

1. Approval of Agenda

Jen Christianson approved the agenda

Megan Petryshen seconded it

2. Approval of minutes from May 30,2017 meeting

Nicole Dunham approved the minutes

Kristin Machuk seconded it

3. Treasures report - Teresa Dekker

The account balance remains unchanged at \$84.18. Teresa Dekker adopts her report as read.

4. Old Business –

- a) Water Fountain – Lorna informed us that the water fountain is to be installed in October. The renovations on the staff kitchen should be started in October as well.
- b) Sound System – At this time there is no new news to report about the sounds system. Although the hope is that there will be a new sound system hopefully by Remembrance day and otherwise by the Christmas concert for sure. Until then, we are free to use the Price family's sound system.
- c) Tower Garden – It has been decided that the tower garden will be put on hold for now until some other more important purchases are made. Penny is still hoping to find a grant that would be available to make this more affordable.
- d) Uniforms -Sports uniforms are about ready to be ordered and should be here for the volleyball season, which starts the end of October.
- e) Dishwasher – We were made aware that the dishwashers that are in the student kitchen are not up to standards set out by the Alberta Health and Safety. We are looking into possibly finding a commercial dishwasher second hand to make it more affordable and then can purchase maybe more than one. As an alternative, we would consider having 3 sinks

installed in the new staff kitchen.

- f) School Council By-laws – The by-laws have been sent away and are being revised by “Wendy” from the Alberta School Council.

#### 5. New Business

- a) Principal Report / Student Union Report – Lorna Hiemstra -See attached. Lorna wanted to add that Student Union elections have not been held yet, so are to be done in October.

- b) PHPS School Trustee Report- Jennifer Tuininga - (see attached)

- c) Woodlands County Report – absent, no report

- d) Parent Society Report – Kristin Machuk – see attached

- e) Pre-school Report – Sandi Larsen – There are 8 kids in the pre-school program this year coming Tuesdays and Thursdays. So far it is going really well.

- f) Hat rule – Lorna told everyone that she had noticed that there are some schools in the district that have different hat rules that what we have in Fort Assiniboine School. She wanted to discuss with the students why there is a hat rule in place, and the history involved in that. Then she would proceed with a vote within the school and also a vote sent home for 1 per family vote and proceed from there with what would be decided upon in Fort Assiniboine School.

- g) add Penny Price and remove Jamie Baker as an administrator at the bank – Jamie Baker made a motion to remove herself as an administrator from the ATB Financial Parent Council account and therefore add Penny Price to the above account. Charlene Fleming seconded the motion. All in favor. Carried.

- h) Open Floor for comments or concerns - Jamie Baker would like to resign from her position as Vice President of School Council. She is now an employee of the school and feels that it may be a conflict of interest to remain in her position. We will look into it if that is a possibility until her position is filled at the next AGM.

- Lorna would like to reinforce the rule stating that anyone entering the school has to sign in at the office. In the case of an emergency, it would be safer to know the exact number of people within the school. There was a discussion whether there is a time restriction that would override this, but everyone present at the meeting agrees that it doesn't matter the time spent in the school. Signing in and out should be mandatory regardless of the time spent. The Library poses a bit of a complication with this, but there is to be a swipe card system installed which would eliminate this problem. A parent brought up the idea that maybe there could be a visitor card that someone could use to go back and forth from library to school if needed.

- Jen Christianson as the President of the Fort Assiniboine Fun Hockey League, brought up the

possibility of hiring a school group to run the concession at the home ice hockey games. Then the proceeds from the concession could go back to that school group. The kids going on the Junior High Quebec trip would be a good option for this.

- There was a parent questioning who is to look after the school playground in the case of it needing repairs. Please let Lorna know if there is anything, and possibly even take a picture of the part needing maintenance and then Lorna would pass it along to Pembina Hills Maintenance department.

- The Superintendent of Pembina Hills is going to be attending at least one council meeting per school year.

6. Set date for next meeting – November 28, 2017 at 7:00 pm

7. Meeting was adjourned at 8:39 pm

Ft. Assiniboine School

Principal's Report for School Council

Sept. 26, 2017

Submitted by Lorna Hiemstra

### Staffing Update

- o Program Assistant (PA) in Grade 1&2 Ms. Jolene Lefebvre
- o PA in Grade 5&6 Mrs. Jamie Baker
- o PA in Kindergarten Mrs. Cindy Carswell
- o Thank you to Mrs. Trudi Marsh who subbed in grade 3&4 for the month of September while Ms. Hoeksema was on medical leave. Ms. Hoeksema will return Oct. 2 with continued support from Mrs. Marsh on a part-time basis

### Developing Citizenship

We participated in Terry Fox Run today. As a school raised over \$1300 so far. One kindergarten student raised over \$300 and made thank you cards for all her sponsors.

We are participating in Orange T-shirt Day on Sept. 28. We have purchased orange t-shirts for the entire school if they wish to wear one. This day is in recognition of "Every Child Matters" and the reconciliation process needed after the trauma of residential schools.

Bear Houses are up and running... literally. We are keeping track of running/walking and seeing how far we can get across Canada before Thanksgiving. We have had 2 Bear House activities, including Hungry Hippo and name bar designing.

We will be participating in Food Bank Drive through FCC again. More details coming soon.

### Sports Report

Jr. High Soccer Tournament at Fawcett on Sept. 28.

Elementary Soccer Tournament at Busby on Oct. 5.

Cross Country Running grades 4-9. Westlock Golf Course was a cold and rainy day, but all participants ran a personal best and cheered each other on. Next race is Oct. 3 in Whitecourt.

Volleyball will be starting up soon. Games in October and November for elementary and Jr. High.

### Communication

- Please don't hesitate to call me at the school, email, text... I appreciate all concerns and questions sooner than later. Sometimes we miscommunicate, sometimes I forget things, sometimes I make mistakes... and sometimes rumours are true, and sometimes not.
- Please book appointments for Goal Setting Meetings with teachers for Oct. 4 or Oct. 12

Staff Professional Development

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**Upcoming Events/Dates:**

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**I have a dream:** Every 2 years Ft. Assiniboine Gr. 8&9 students travel to our nation's capital – we are hosting a parent meeting in June to see if parents would like to organize a trip to see Quebec City, Montreal, and Ottawa in May 2018

**Questions/Concerns/Ideas – please talk to the principal 😊**

**Bears Rock!**

## School Council Trustee Report – September 26, 2017

**Alberta Education Consultations on September 27 and 28** Trustees Jackie Comeau, Judy Lefebvre, Superintendent Garbutt, Secretary Treasurer Meunier and Summer Halliday (Chair of the Council of School Councils) will be attending. I will be going as a provincial director.

*What's on the table for discussion?*

1. Should access to an education program be extended from age 19 to age 21 as of Sept. 1st?
2. Should there be a common age of entry before entering kindergarten?
3. Education Services agreements (tuition agreement) between school jurisdictions and either a First Nation or the Federal government on behalf of a First Nation
4. School fees - a discussion on the potential next steps regarding the government's approach to school fee reductions.
5. Busing - a discussion on school transportation issues, such as board and parent responsibility, the 2.4 kilometre walk limit), and transportation for students attending programs such as French Immersion.

**Facilities projects** To see pictures of some of the work our facilities crew was doing over the summer please go to the PHPS website and check out the August 28<sup>th</sup> board meeting agenda/ highlights. The fountains at which you can fill your water bottle are a popular fundraising item at many of our schools. All of our playground surfacing has been completed with timbers and pea gravel, the pea gravel continues to displace even in winter allowing for a safer landing surface.

**Staff reductions at regional office provide more support for schools** Superintendent Garbutt has created a new organizational chart for regional services, in which administration will focus on supporting the work of schools and the Alberta Distance Learning Centre. This reorganization has resulted in the elimination of almost 3 full time positions, representing an annual savings of \$394,518; these savings has been transferred to schools.

**Division doing more business electronically** Assistant Secretary Treasurer Grant Widdup provided an update to the board on the transition to more electronic processes as part of the internal audit accountability report.

- A total of \$263,000 was collected in online payments at schools in 2016-17 – a \$100,000 increase from the previous year. The division hopes this upward trend continues.
- 85% of payments to vendors were submitted electronically

**New Board of Trustees after October 16, 2017** Nomination day on September 18 resulted in 5 Trustees being 'acclaimed,' and 2 wards, Westlock Town and Westlock South hosting an election. Continuing in their roles as trustees are Jennifer Tuininga (Barrhead North), Jackie Comeau (Westlock North) and Judy Lefebvre (Town of Barrhead.). Newly acclaimed include Kerry McElroy (Barrhead South) and Nancy Keough (Swan Hills).

**Alberta School Boards' Association** In my role as a provincial director the association is preparing for a 40% turnover of trustees in October. Professional development at the fall general meeting is the first major event boards will be attending and key to trustees' learning and understanding of their roles. The association serves all 61 public, separate, and francophone school boards.

Follow me on Facebook or Twitter!  
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## Parent Society Activity Report- September 26, 2017

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- Casino was July 18<sup>th</sup> & 19<sup>th</sup> we will know in the new year how much was raised
- The Society is working on a funding request form and procedure for all future funding requests, this will help us keep track of requests and help applicants know what details the board needs to make a sound decision. This will be available by the next Parent Council meeting.
- The board is considering Director and Officer Insurance- which protects the directors and officers of the board should any legal action be taken against one of them.
- The Society will be implementing a new Membership Procedure/Database to help inform and keep track of members/parents/guardians who wish to be part of the society. This Database is a requirement of the Alberta Societies Act. The membership will need to be renewed annually and there are no fees. Forms will be going out to parents shortly.
- We will be reviewing the Societies Bylaws the next couple months so they can be revised during the next AGM (date to be determined)
- Society will be receiving leftover funds from the Voyagers Brigade (#1300)

Bank Balance as of Sept. 26 General Account \$45834.44 Casino Account \$4427.76

### FUNDING REQUESTS

#### APPROVED

- \$2000 requested by the Students Union to help fund a portion of the new water fountain/bottle filling station and installation. The Casino funds are not able to pay for this purchase and we will have to use our general account.

#### PENDING

- Sound System
- Reversible team pinnies with School Logo- PENDING QUOTE

#### DECLINED

- Dishwasher in Kitchen- told that there is now money in the school budget for this purchase.

NEXT SOCIETY MEETING – TBD

Casino dates - Oct / Nov / Dec. 2018

Submitted by: Kristin Machuk, Parent Society President

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