

**Jessie Duncan Elementary School  
Parent Society Board Meeting  
Minutes  
Wednesday March 20, 2024**

- 1) Call to order at 7:11 pm by Vice-Chairperson Ellen Freake

**Members present:**

Brandi Filipchuk, Chairperson  
Ellen Freake, Vice-Chairperson  
Kory Sholdice, Principal  
Susan Dillabough, Vice-Principal  
Sherry Cooper, School Board Trustee  
Jamie Seiyama, FCSS  
Whitney Usselman, Director  
William Langlois, Director (via online)  
Laura Gillam, Director  
Myranda Radomske, Director  
Amber Regnier, Parent

**Members Absent:**

Natasha Caissie, Secretary  
Brooke Frenette, Treasurer  
Margo Gruenewald, Teacher Representative  
Cameron Galiski, Councillor Town of Penhold  
Laurin Levick, Director  
Cassandra Mierau, Director

- 2) **Approval of Agenda**

Moved By: William Langlois  
Second: Laura Gillam  
CARRIED

- 3) **Approval of Minutes** from February 15<sup>th</sup>, 2024

Moved By: Brandi Filipchuk  
Second: William Langlois  
CARRIED

- 4) **Approval of Treasurer's Report**, as attached (5 minutes)

a) February 2024 Financial Report  
Moved By: Ellen Freake  
Second: Myranda Radomske  
CARRIED

5) **Reports/Updates** (15 minutes)

a) Executive's Report

i) Love Bug Boogie Dance (LBB)

Ticket leap -	\$1969.73
50/50 sales -	\$ 300.00
Food/ Glow Table/ Door Ticket sales -	\$ 1073.50
Cotton candy -	\$ 440.00 (\$500 cheque from the Optimus)
Total Income:	<u>\$ 3843.23</u>
Total Expenses:	(\$1185.81)
Profit:	\$2657.42

- Ticket leap Inquiry - \$ 2646.01 (USD) on summary
- Cheque received \$1969.73- is correct will be deposited into Fundraising Account
- \$265.74 to be transferred from Fundraising to General Account for retention
- Sponsors recognized/ thanked on social media
- 2023 Profit \$1963.00. Less expenses in 2024 and \$694.42 more profit

ii) Meat Draw License Funds

- Previous proceeds (\$842.78) transferred to Casino account
- Meat Draw proceeds were allocated to be spent on Christmas Hampers (Paid \$750 to JDES) and Student Engagement Programs (\$92.78 remaining)
- Deposited cheque for last license period (\$705.29) into Casino account
- \$798.07 Meat Draw funds available to utilize
- Next meat draw date May 3, 2024- Brandi, Will, Myranda & Ellen
- Thank you letter to the Penhold Optimus Club

iii) Poinsettia Fundraiser

- \$1842.70 paid to JDES
- \$204.75 (10% to be retained) transferred to General Account

iv) Casino Account

- Retained funds (\$2762.90)
- 50/ 50 earnings (\$300) from the LBB deposited
- \$500 'donation' from The Optimus deposited (Cotton Candy Sales from LBB)
- Discussion took place that once the 2024 Casino funds are earned that we will make last payment on the Swing Set Repair Loan

v) AGLC

- Casino License Received
- Casino Volunteers (10 shifts to fill)- Flyers to go out

- vi) Corporate Registries
  - 2023 Annual Return processed and filed as of February 8, 2024
- vii) Christmas Hampers
  - Received Invoice from JDES (\$750)
  - Cheque written and payment given to JDES

6) **Business arising from prior Minutes (30-35 minutes)**

- a) Spring Meat Fundraiser (to run in May) (5 minutes)
  - Voted to run a Meat related Fundraiser in the spring at Nov 2023 meeting
  - Voted on Nossack Fine Meats Golden Fundraiser at Feb 2024 meeting
  - Nossack's Golden Fundraiser Profit allocation
  - **Motion to:**
    - **Run the Nossack's Golden Fundraiser from May 1-15, 2024 (with a possible one-week extension). Profits will go to supporting the new playground at Waskasoo Middle School (PES). Distribution date for the purchased Nossack products TBD.**
  - Moved by: Brandi Filipchuk**
  - Second: Ellen Freake**
  - CARRIED**
- b) Humidifier Loan (5 minutes)
  - Pay off humidifier loan with a portion of the LBB proceeds
  - Cheque written; \$132.95 to JDES to close out loan
- c) Parents Matter (5 minutes)
  - Letter to CESD re: Cell Phone Policy; No cell phone policy currently in place
  - Next Parents Matter Meeting is April 24
  - **Motion to:**
    - **Submit a letter/email to CESD on behalf of the JDES School Council/ Parent Society in hopes of a cell phone policy being implemented in the future.**
  - Moved by: Myranda Radomske**
  - Second: Brandi Filipchuk**
  - CARRIED**
- d) Love Bug Boogie Dance (LBB) (5 minutes)
  - Financial Summary (Ellen) \*See above 5)a)i)\*
  - Retain 10% of LBB proceeds in General Account (\$265.74)
  - Use of remaining proceeds (TBD)
- e) DJ Rico Dance Demo Day (5 minutes)
  - Possible date (May 10, 2024) / Interest/ Cost \$375 + tax
  - \$798.07 available from previous Meat Draws this year
  - **Motion to:**

- **Have DJ Rico with Pound It Hip Hop Studios come to JDES to do a dance demo day at the school on May 10, 2024; for an amount not exceeding \$400. Payment funds to be taken from the AGLC funds earned from the Meat Draws (out of Casino Account).**

**Moved by: Brandi Filipchuk  
Seconded: Whitney Usselman  
CARRIED**

f) Signage for Crosswalk/ Road Maintenance (5 minutes)

- Brainstorm Solutions for crosswalk safety- proper crosswalk signage, blading down/ clearing crosswalk in winter months so crosswalk is more visible, not leaving windrows on Newton Drive & Lincoln Street and/ or through the crosswalks after plowing, more Peace Officer presence/ enforcement
- Letter to Town Council about concerns- Ellen to compile ideas and create a draft to be brought back to the group at the April Meeting. Letter to be sent to the Town of Penhold after approval from the School Council/ Parent Society. Letter to be signed by Board Members/ Parents. Ideally there will be a follow up meeting with Rick Binnendyk (CAO) and Town Councillor Galiski, Kory Sholdice and School council/ Parent Society Executives to discuss solutions.

g) April Movie Fundraiser (5 minutes)

- Date & Time/ Movie/ Snacks/ Pricing- discussed the need for another fundraiser this school year; the group decided that we would put on a free “Movie Night” for the families at JDES. Children must be supervised by an adult. Water may be brought in. We will also sell popcorn and water (at cost recovery). Entry by food bank donation? Volunteers and Movie selection TBD.
- **Motion to:**
  - **Hold a “Movie Night” On June 6 from 6 to 8 PM at the JDES gymnasium. This will be a free event for JDES families to attend. We will sell popcorn and water- at cost recovery. We will utilize \$250 dollars for a float (2x \$125) out of our fundraising account. The \$250 used for a float will be deposited back into the fundraising account after the event. \$250 Budget allotted to the event to pay for upfront costs- will be repaid via cost recovery from popcorn and water sales.**

**Moved by: Brandi Filipchuk  
Seconded: Whitney Usselman  
CARRIED**

7) **New Business** (10 minutes)

a) Parent Society Bylaws

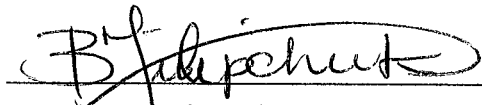
- Explanation of current Bylaws- The PS Bylaws state that you need to be a Board Member in order to make motions and vote at a ‘Regular Meeting of the Board’. Currently there is no ‘General Meeting’ outlined or defined in the Bylaws. Additional updates needed.


- Bylaw Revision Committee-
  - **Motion to:**
    - **Form a Bylaw Revision Committee to update the current Parent Society Bylaws. This Committee will be Chaired by Brandi Filipchuk; with a maximum of 5 parents on the committee. Proposed revisions to be made by the end of June 2024, and then be presented at our AGM in the fall of 2024.**
- Moved by: Myranda Radomske**  
**Seconded: Laura Gillam**  
**CARRIED**
- **Committee Members: Brandi Filipchuk, Ellen Freake, Myranda Radomske, Laura Gillam and William Langlois.**

**8) Next meeting Date and Adjournment**

- Next meeting will be on Wednesday April 10<sup>th</sup>, 2024 following the Jessie Duncan Elementary School Council meeting
- Meeting adjourned at 8:35pm

Minutes Approved on the 10 day of APRIL, 2024.

  
\_\_\_\_\_ Chairperson

  
\_\_\_\_\_ Secretary