

Pioneer Middle School

School Council Meeting Minutes February 3, 2020

In attendance: Patrick Wilbur
Lucas Brown
Tracy Schweder
Heidi Hetherington
Laura Henning
Michelle McHugh Jolliffe
Candace Colwell

1. **Call to Order** – meeting called to order at 7:03pm. Laura Henning acting as Chair as Kim Ponto not able to attend tonight’s meeting.
2. **Additions to the Agenda** - none
3. **Approval of Previous Minutes** – January 6, 2020 meeting minutes approved by Laura Henning. Seconded by Michelle McHugh Jolliffe.
4. **Reports**
 - a. **Trustee**
 - i. Heidi stated Jason Nixon was invited to attend their regular Board Meeting, but he cancelled.
 - ii. Discussed the new Administrative Procedure for Seclusion & Physical Restraint that is currently under review. Feedback will be collected until Feb 10, 2020. The procedure outlines how and when seclusion and restraint are to be used. The policy can be found on the WRSD website to review.
 - iii. Discussed Bill 201 that became effective January 1, 2020. This Bill requires all Alberta schools to have an EpiPen on site. There are still logistic issues such as provincial supply and obtaining without prescription, expiry of product, appropriate dosing for age groups etc.
 - iv. Highlighted the Philip Sousa Foundation Band World Legion of Honour Award presented to Mark Friesen, Band Director at WCHS. Congratulations!
 - v. Corridor funding was approved. Noted that this funding is through Alberta Education and not WRSD.
 - b. **Principal**
 - i. Patrick presented the financial account summary report for 2020. No expected changes currently.
 - ii. Grade 7 Accountability Pillar surveys are available to be completed. There is a typically low rate of surveys completed but would like to see this improve. Parents encouraged to complete either the paper survey to be mailed back or

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use the code on the paper survey to complete the online version. The more feedback received, the better. Lucas has issued the surveys to the Grade 7 students as well. Teachers also complete the surveys. It was discussed that some of the questions aren't easy to understand and are open to misinterpretation. Results are returned at the end of the year which highlight areas of success and areas to be improved upon.

- iii. Ski trip forms are due February 11th, 2020 at the latest.

c. Teachers Report

- i. Tracy Schweder provided an update on the Hard Work Café. Funds from the Little Caesars Pizza fundraiser, as well as donations and money earned at the bake sale have enabled much needed updates to occur for the HWC. Tracy, Leslie Carbino as well as the Grade 6 Leadership Team created a wish list and ideas for updates. Some items that have been purchased are new tables, board games, Wii, Game Cube, Ping Pong table, chalk board. The room will continue to be utilized the same way that it has been, but the idea is to encourage more social engagement between peers.

5. Old Business

a. Friends of Pioneer Society

- i. Continue to wait; will take 6-8 months to receive paperwork back at the school office.

6. New Business - none

7. **Next Meeting** - Monday, March 2nd, 2020 at 7:00pm in the school library.

8. **Adjournment** – meeting adjourned at 7:25pm.

Minutes recorded by Michelle McHugh Jolliffe



Board Highlights - January 21, 2020

New Seclusion & Physical Restraint Administrative Procedure

Proposed [Administrative Procedure 349](#) was reviewed and feedback from the board was discussed and some minor edits were suggested. This new AP has been posted on our website and sent to all stakeholders for review. We will be collecting feedback until February 10, 2020.

White Activity Buses

Our Director of Transportation presented on the current white activity buses and the regulations required of drivers to drive these buses. Currently, our buses are old enough that our drivers do not require "S" endorsements. However, if we replace them with newer models, our drivers will need to be at minimum, "S" endorsed. We reviewed what other divisions are currently using for white activity buses, and what other options our schools may have.

Corridor Schools

The approved school capital projects in the corridor were discussed and the board committed to spending the necessary funds to ensure the project moves forward efficiently and within the proposed timelines. We are expecting to post a news release with further details in mid February.

Superintendent's Report

- New Seclusion & Physical Restraint Administrative Procedure, Indigenous Languages in Education Grant, Drayton Valley, Before and After School Program, Professional Development for Student Support Facilitators, Train the Trainer in Studio 3, Drayton Valley Educational Assistants Conference, February 6, Bill 201 & Epi-Pen information, West Central High School Music Teacher Honoured.

Budget Manager Inquiry

Account summary for year 2020

Subtotalling: FUND-OBJECT-PROGRAM-SUB-PROGRAM-LOCATION, OFF

Location PIONEER SCHOOL

Year 2020

Budget Inquiry Detail (Broker?env=bas&template=bas/budgetInquiry/budgetInquiryDetail.xml) Budget Inquiry (Broker?env=bas&template=bas/budgetInquiry/budgetInquiry.xml)

<u>Account</u>	<u>Description</u>	<u>Budget</u>	<u>Commit.</u>	<u>Expenditures</u>	<u>Balance \$</u>
<u>1-106-300-000-29</u>	SURPLUS/DEFICIT FWD-PIONEER	(68,786.00)	0.00	(68,786.00)	0.00
<u>1-181-300-025-29</u>	INSTRUCT FEES - BAND-PIONEER	0.00	0.00	(6,872.40)	6,872.40
<u>1-181-300-029-29</u>	INSTRUCT FEES - CTS - PIONEER	0.00	0.00	(3,895.00)	3,895.00
<u>1-181-300-085-29</u>	INSTRUCT FEES-COMPLIM-PIONEER	(6,600.00)	0.00	0.00	(6,600.00)
<u>1-189-300-000-29</u>	REVENUE ALLOCATION - INSTR - P	(1,929,236.00)	0.00	(1,929,236.00)	0.00
<u>1-189-320-000-29</u>	REV ALLOC-STUDENT SERV-PI	(153,870.00)	0.00	(153,870.00)	0.00
<u>1-191-300-000-29</u>	SALES - INSTR - PION	0.00	0.00	(384.95)	384.95
<u>1-196-300-335-29</u>	DONATIONS-LITERACY-PIONEER	0.00	0.00	(2,000.00)	2,000.00
<u>1-215-300-000-29</u>	AVER CERT SAL/BEN - INSTR - PI	1,551,691.00	0.00	1,551,691.00	0.00
<u>1-215-310-000-29</u>	AVER CERT SAL/BEN - SIS - PION	155,089.00	0.00	155,089.00	0.00
<u>1-230-300-000-29</u>	SAL-SUB TEACH - INSTR - PION	45,000.00	0.00	22,239.41	22,760.59
<u>1-230-310-000-29</u>	SAL-SUB TEACH - SIS - PION	1,000.00	0.00	0.00	1,000.00
<u>1-250-300-000-29</u>	SALARIES TA INSTRUCT - PIONEER	142,332.00	0.00	61,814.40	80,517.60
<u>1-251-310-000-29</u>	SALARIES TA ADMIN - PION	97,821.00	0.00	47,028.73	50,792.27
<u>1-270-300-000-29</u>	SAL-CAS TA - INSTR - PION	13,796.00	0.00	1,319.70	12,476.30
<u>1-271-310-000-29</u>	SAL-CAS SCHOOL SEC - SIS - PIO	2,500.00	0.00	427.83	2,072.17
<u>1-277-300-000-29</u>	SAL-CAS CARETAKER - INSTR - PI	1,000.00	0.00	0.00	1,000.00
<u>1-330-300-000-29</u>	BEN-SUB TEACH - INSTR - PION	6,291.00	0.00	1,304.17	4,986.83
<u>1-350-300-000-29</u>	BENEFITS TA INSTRUCT - PIONEER	39,853.00	0.00	14,004.82	25,848.18
<u>1-351-310-000-29</u>	BENEFITS TA ADMIN - PION	27,390.00	0.00	11,154.56	16,235.44
<u>1-370-300-000-29</u>	BEN-CAS TA - INSTR - PION	966.00	0.00	60.76	905.24
<u>1-371-310-000-29</u>	BEN-CAS SCHOOL SEC - SIS - PIO	175.00	0.00	14.48	160.52
<u>1-377-300-000-29</u>	BEN-CAS CARETAKER-INSTRUC-PIO	70.00	0.00	0.00	70.00
<u>1-410-300-000-29</u>	PROF & TECH-GEN - INSTR - PION	750.00	0.00	0.00	750.00
<u>1-440-300-043-29</u>	COMM, PRINT, ADVERTISE - PIONEER	0.00	0.00	85.14	(85.14)
<u>1-441-300-000-29</u>	POSTAGE - INSTR - PION	700.00	0.00	255.50	444.50
<u>1-442-300-000-29</u>	TELE & COMM - INSTR - PION	4,000.00	0.00	1,475.44	2,524.56
<u>1-478-300-000-29</u>	FIELD TRIPS - INSTR - PION	0.00	0.00	30.48	(30.48)
<u>1-478-300-006-29</u>	FIELD TRIPS - INSTR - GR 6 - P	0.00	0.00	3,213.38	(3,213.38)
<u>1-478-300-007-29</u>	FIELD TRIP - INSTR-GRADE 07-PIONEER	0.00	0.00	2,000.00	(2,000.00)
<u>1-478-300-300-29</u>	FIELD TRIPS- EOE - PION	200.00	0.00	0.00	200.00
<u>1-510-300-000-29</u>	MAIN & REPAIR - INSTR - PION	300.00	0.00	126.42	173.58

<u>Account</u>	<u>Description</u>	<u>Budget</u>	<u>Commit.</u>	<u>Expenditures</u>	<u>Balance \$</u>
<u>1-510-300-025-29</u>	MAIN & REPAIR - INSTR - MUSIC/	<u>9,000.00</u>	0.00	<u>7,883.63</u>	1,116.37
<u>1-525-300-000-29</u>	COPIER RENT/LE CONTRACT - INST	<u>4,000.00</u>	0.00	<u>1,866.16</u>	2,133.84
<u>1-550-300-025-29</u>	DUES AND FEES - INSTR - MUSIC/	<u>900.00</u>	0.00	<u>475.00</u>	425.00
<u>1-555-300-000-29</u>	COURSE & SEM FEES - INSTR - PI	<u>2,000.00</u>	0.00	<u>3,589.88</u>	(1,589.88)
<u>1-555-310-100-29</u>	COURSE & SEM FEES - SIS - GEN	<u>1,500.00</u>	0.00	<u>0.00</u>	1,500.00
<u>1-610-100-043-29</u>	GEN SUPPLIES - HOME ED - GR 6-	<u>1,000.00</u>	0.00	<u>525.44</u>	474.56
<u>1-610-300-013-29</u>	GEN SUPP - LA - PIONEER	<u>500.00</u>	0.00	<u>0.00</u>	500.00
<u>1-610-300-014-29</u>	GEN SUPP - MATH - PIONEER	<u>500.00</u>	0.00	<u>359.86</u>	140.14
<u>1-610-300-015-29</u>	GEN SUPP - SCIENCE - PIONEER	<u>500.00</u>	0.00	<u>35.61</u>	464.39
<u>1-610-300-020-29</u>	GEN SUPPLIES-SOCIAL STDS -PION	<u>500.00</u>	0.00	<u>646.18</u>	(146.18)
<u>1-610-300-022-29</u>	GEN SUPPLIES - INSTR - P ED -	<u>2,000.00</u>	0.00	<u>549.63</u>	1,450.37
<u>1-610-300-024-29</u>	GEN SUPPLIES - INSTR - ART - P	<u>1,000.00</u>	0.00	<u>842.80</u>	157.20
<u>1-610-300-025-29</u>	GEN SUPPLIES - INSTR - MUSIC/D	<u>200.00</u>	0.00	<u>2,973.68</u>	(2,773.68)
<u>1-610-300-036-29</u>	GEN SUPPLIES-LIBRARY-PIONEER	<u>0.00</u>	0.00	<u>718.93</u>	(718.93)
<u>1-610-300-038-29</u>	GEN SUPPLIES - INSTR - AWARDS	<u>500.00</u>	0.00	<u>0.00</u>	500.00
<u>1-610-300-043-29</u>	GEN SUPPLIES - INSTR - GR 6-8	<u>10,000.00</u>	4,975.86	<u>7,641.60</u>	(2,617.46)
<u>1-610-300-045-29</u>	GEN SUPPLIES - INSTR - FRENCH	<u>400.00</u>	0.00	<u>0.00</u>	400.00
<u>1-610-300-085-29</u>	GEN SUPP COMPLEMENTARY COURSES	<u>1,000.00</u>	0.00	<u>0.00</u>	1,000.00
<u>1-610-300-433-29</u>	GEN SUPP - SPED - PION	<u>1,000.00</u>	0.00	<u>530.63</u>	469.37
<u>1-610-310-000-29</u>	GEN SUPPLIES - SIS - PION	<u>1,000.00</u>	0.00	<u>0.00</u>	1,000.00
<u>1-640-300-043-29</u>	TEXTBOOKS - INSTR - GR 6-8 - P	<u>500.00</u>	0.00	<u>0.00</u>	500.00
<u>1-641-300-036-29</u>	LIBRARY BOOKS - INSTR - LIBRAR	<u>2,000.00</u>	0.00	<u>202.50</u>	1,797.50
<u>1-645-300-000-29</u>	COMPUTER SOFTWARE - INSTR - PI	<u>0.00</u>	0.00	<u>1,081.02</u>	(1,081.02)
<u>1-660-300-029-29</u>	CTS SUPPLIES - INSTR - CTS - P	<u>5,000.00</u>	0.00	<u>1,878.08</u>	3,121.92
<u>1-690-300-000-29</u>	F & E NON CAPITAL INSTR- PION	<u>2,000.00</u>	0.00	<u>3,718.74</u>	(1,718.74)
<u>1-690-300-025-29</u>	F & E-NON CAPITAL - INSTR - MU	<u>0.00</u>	0.00	<u>2,551.80</u>	(2,551.80)
<u>1-690-310-000-29</u>	F & E-NON CAPITAL - SIS - PION	<u>6,121.00</u>	0.00	<u>0.00</u>	6,121.00
<u>1-691-300-000-29</u>	COMP HDWARE-NON CAPITAL - INST	<u>1,000.00</u>	0.00	<u>53.60</u>	946.40
<u>1-691-300-036-29</u>	COMP HDWARE-NON CAP-LIB-PIONEER	<u>0.00</u>	1,133.05	<u>0.00</u>	(1,133.05)
<u>1-700-310-000-29</u>	TRAVEL & SUB - SIS - PION	<u>3,450.00</u>	0.00	<u>96.76</u>	3,353.24
<u>1-701-300-000-29</u>	PD TRAVEL & SUB - INSTR - PION	<u>10,000.00</u>	0.00	<u>76.93</u>	9,923.07
	Total	<u>3.00</u>	<u>6,108.91</u>	<u>(253,410.67)</u>	<u>247,304.76</u>